

TROY UNIVERSITY  
 Master of Science  
 Post Secondary Education **NON-CERTIFICATION PROGRAM**  
 Graduate Degree Plan and Progress Record/  
 Application for Admission to Candidacy

Option II - 30 Semester Hour Program  
 Higher Education Administration Concentration

Name \_\_\_\_\_ Student ID # \_\_\_\_\_ Campus \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

Copy of transcript must be attached. May not use "Student Academic Credits" or "Academic Evaluation" report.

**DEGREE REQUIREMENTS:**

- |   |  |
|---|--|
| 1. GRE, or equivalent exam, test scores submitted | 7. Overall GPA of 3.0                                      |
| 2. Official transcript of all academic work       | 8. Completion of research requirement with a "B" or better |
| 3. Unconditional Admission                        | 9. All credit earned within 8 years of graduation          |
| 4. 36 semester hours of credit                    | 10. Admission to Candidacy                                 |
| 5. Meet residency requirements                    | 11. Intent to Graduate filed                               |
| 6. No more than two grades below "B"              | 12. Comprehensive Examination                              |

**REQUIRED CORE COURSES:** (12 Semester Hours)

COURSE NO	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
PSE 6691	Research Methodology	3			
PSE 6670	Psychological Foundations of the Adult Learner	3			
PSE 6660	Trends and Issues in Adult Education	3			

**SELECT ONE:**

PSE 6680	Curriculum Development for Adult Education	3			
PSE 6608	Curriculum Integration of Technology	3			

**CONCENTRATION Higher Education Administration:** (18 Semester Hours) Select six of the following courses:

HEA 6611	Organization and Administration of Higher Education				
HEA 6612	Community Junior College				
HEA 6614	School Law				
HEA 6690	Financing of Higher Education				
HEA 6696	Practicum in Higher Education				
HEA 6635	Seminar on the American College Student				
HEA 6660	Contemporary Issues in Higher Education				

**ITEMS TO BE DISCUSSED:**

- \_\_\_\_\_ 1. One term limit to have transcript(s) and test scores on file
- \_\_\_\_\_ 2. Temporary, Conditional, and Unconditional Admission
- \_\_\_\_\_ 3. Availability of faculty for academic advising
- \_\_\_\_\_ 4. Petition for transfer credit once unconditionally admitted
- \_\_\_\_\_ 5. Class attendance
- \_\_\_\_\_ 6. Drop and Withdrawal procedures; deadline and consequences
- \_\_\_\_\_ 7. Petition for an incomplete grade
- \_\_\_\_\_ 8. Student participation in course and program evaluation
- \_\_\_\_\_ 9. Concentration options
- \_\_\_\_\_ 10. Sequence of courses
- \_\_\_\_\_ 11. The MSPSE does not lead to any type of recommendation for teacher certification
- \_\_\_\_\_ 12. Other \_\_\_\_\_

Admission Status		
Type	Date	Initials
Conditional		
Unconditional		
Residency		
Test Score		

**STUDENT ACKNOWLEDGEMENT:** I have read the current year's Graduate Catalog and acknowledge the contents and requirements of the above program. I have received academic advising from my Faculty Advisor, and I hereby apply for Admission to Candidacy.

\_\_\_\_\_  
 Student's Signature Date

APPROVED: \_\_\_\_\_  
 Chair/Associate Dean or Dean Date

\_\_\_\_\_  
 Faculty Advisor Date

CANDIDACY APPROVED: \_\_\_\_\_  
 Dean, Graduate School Date

Distribution: Pink – Student  
 Yellow – Faculty Advisor  
 White – Official File