

## COLLEGE OF EDUCATION

The College of Education offers teacher education programs that lead to certification as well as non-certification programs in graduate study. Offerings reflect a flexible program of current curricula, educational plans, and requirements, which may be altered as warranted by changes in the professions and accrediting agencies. As regulating agencies (e.g., Alabama State Department

of Education, NCATE, CACREP, and CORE) modify standards and expectations, programs may be modified during a candidate's period of study. At such time, candidates may be subject to revised program or certification requirements. The purpose of all College of Education graduate programs is to develop innovative, informed, reflective decision makers.

<b>TEACHER CERTIFICATION PROGRAMS</b>								
<b>Approved by the Alabama State Department of Education</b>								
	Semester Hours		Alabama Campuses				Global Campus*	eTROY
	Trad	Alt A	Dothan	Montgomery	Phenix City	Troy		
<b>Master of Science in Education (M.S. Ed.)</b>								
<b>Elementary Education (K-6)</b>	36^	45	X^^	X^^	X^^	X^^		X^
<b>Collaborative Teacher (K-6)</b>	36^^	45	X^^			X^^		
<b>Collaborative Teacher (6-12)</b>	36^^	45	X^^			X^^		
<b>Secondary Education (6-12)</b>								
Biology	36	45				X		
History	36	45	X			X		
English/Language Arts	36	45	X			X		
General Science	36	45				X		
Mathematics	36	45	X			X		
Social Science	36	45	X			X		
<b>Interdisciplinary Programs (P-12)</b>								
Art	36	45				X		
Gifted Education	36^^	---						X
Music Instrumental	36	45				X		
Music Vocal/Choral	36	45				X		
Physical Education	36	45				X		
<b>Instructional Support Programs (P-12)</b>								
Instructional Leadership & Administration	36	---	X^^			X^^		
School Counseling	48	---	X	X	X	X		
<b>Education Specialist (Ed.S.)</b>								
	Trad	Alt A	Dothan	Montgomery	Phenix City	Troy	Global Campus	eTROY
<b>Elementary Education (K-6)</b>	36	---	X^^		X^^			X
<b>Instructional Support Programs (P-12)</b>								
Instructional Leadership & Administration	30		X^^		X^^			X
Instructional Leadership & Administration Reduced Hour Option for Certification	19	---	X^^		X^^			
School Counseling	36	---	X	X	X			
Teacher Leader	30^^		X^^					X

\* Please refer to <http://admissions.troy.edu/> for specific program availability by location.

^Traditional program offered online through Global Campus

^^ Offered as blended program. A blended program combines both online and face-to face courses in the required program of study.

NON-CERTIFICATION PROGRAMS*							
Master of Science (M.S.)	Hours	Alabama Campuses				Global Campus*	eTROY
		Dothan	Montgomery	Phenix City	Troy		
<b>Adult Education</b>							
Curriculum and Instructional Design	33/36		X^^				X
Instructional Technology	33/36						X
Leadership Studies	33/36						X
<b>Adult Education Certificates</b>							
Curriculum and Instructional Design	12						X
Instructional Technology	12						X
Leadership Studies	12						X
Workforce Development	12						X
<b>Second Language Instruction</b>	31/33				X		X
<b>Education Specialist (Ed.S.)</b>							
Community Counseling	30		X				

COUNSELING AND PSYCHOLOGY PROGRAMS*						
Program Specialty	Hours	Alabama Campuses				Global Campus*
		Dothan	Montgomery	Phenix City	Troy	
Clinical Mental Health Counseling	60	X	X	X	X	X
Rehabilitation Counseling	48	X	X	X	X	
School Counseling (M.S. Ed.)	48	X	X	X	X	
General Counseling (non-licensure; non-certification program)	36		X			X
Student Affairs Counseling	48				X	
Substance Abuse Counseling	48		X			
Addictions Counseling Certificate	15	X	X	X		X
Post-Master's Certificate in Clinical Mental Health Counseling	15	X	X	X	X	X

\* Please refer to <http://admissions.troy.edu/> for specific program availability by location.

### Accreditation

- Council for Accreditation of Counseling and Related Educational Programs (CACREP)**

The Master of Science in Counseling and Psychology degree programs in Community Counseling and Clinical Mental Health Counseling offered at the Phenix City campus are accredited by CACREP. The Master of Science in Counseling and Psychology degree program in Community Counseling offered at the Dothan and Montgomery campuses are accredited by CACREP. The Master of Science in Counseling and Psychology degree programs in Clinical Mental Health Counseling offered at Pensacola, Panama City, Orlando, Tampa, Ft. Walton, FL, and Troy are accredited by CACREP. The Master of Science in Education degree programs in School Counseling offered at the Dothan, Montgomery, Phenix City, and Troy campuses are accredited by CACREP.

- Council on Rehabilitation Education (CORE)**

The Master of Science degree programs in Rehabilitation

Counseling offered at the Dothan, Montgomery, Phenix City and Troy campuses are accredited by CORE. The CORE accreditation includes all campuses under one accreditation.

- Council for the Accreditation of Educator Preparation (CAEP)**

The Teacher Education Unit at the Troy, Dothan, Montgomery, and Phenix City campuses is accredited by the Council for the Accreditation of Educator Preparation (CAEP). This accreditation covers initial teacher preparation and advanced education preparation programs. CAEP is recognized by the US Department of Education and the Council for Higher Education Accreditation to accredit programs for the preparation of teachers and other professional school personnel.

### Teacher Certification

All teacher education certification programs are approved by the Alabama State Department of Education. Students seeking teacher certification should refer to the specific program for eligibility and program completion requirements. Only those students

who are properly admitted to an approved teacher certification program and complete all current requirements will be recommended for certification.

The purpose of all certification programs in the College of Education is to develop practicing master teachers, instructional support personnel, and education specialists who more effectively serve students in P-12 settings. As master teachers, instructional support personnel, and education specialists, they participate as leaders in their schools and contribute to their profession.

College of Education students in Troy Global Campus must meet all specialized accreditation requirements to be classified as graduates of specialized accredited programs (CACREP and CORE). Up to 12 hours of coursework completed at a site/university without appropriate specialized accreditation may be considered for application toward program completion. See TRANSFER CREDIT section for additional information.

### **Certification in Alabama**

Candidates completing an approved teacher certification program are eligible to apply for the Alabama Class A professional certificate, provided they meet the following:

- a grade point average of 3.0 on all graduate coursework attempted.
- a grade of "C" or better in all coursework which applies to certification.
- a grade of "B" or better in the research requirements for the program.
- Any "D" earned in a teaching field course must be successfully repeated with a grade of "C" or better.
- Successful completion of the Praxis II examination in all areas of initial certification.

Any candidate who applies for a professional certificate is subject to all regulations set forth by the Alabama State Department of Education. These regulations may include a comprehensive background check, verification of appropriate experience, and prior certification specific to the certification sought. Additional requirements (e.g., standardized examinations to demonstrate content mastery) may be added as the Alabama State Board of Education and other accrediting agencies modify regulations. Candidates should consult their education adviser for details.

Only candidates properly admitted to an approved certification program and who successfully fulfill all program and certification requirements will be recommended for certification. The Certification Officer, appointed by the Dean of the College of Education, is the only Troy University official authorized to recommend candidates for certification in any state.

### **Certification in Other States**

Other states may grant professional certification to candidates completing the Troy University teacher education program. Some states may have additional requirements. Candidates seeking certification in other states should contact the appropriate State Department of Education.

Only candidates properly admitted to an approved certification program and who successfully fulfill all program and certification requirements will be recommended for certification. The Certification Officer, appointed by the Dean of the College of Education, is the only Troy University official authorized to recommend candidates for certification in any state.

### **Fingerprinting Requirement**

Effective no later than the beginning of the fall 2008 semester, any candidate applying for admission to a State-approved program shall be required to be fingerprinted for a criminal history background check through the Alabama State Department of

Education to the Alabama Bureau of Investigation (ABI) and the Federal Bureau of Investigation (FBI) pursuant to Act 2002-457. Fingerprinting must be done prior to conduction of observations in P-12 schools.

### **Admission Requirements for College of Education**

Unconditional admission to the Graduate School does not constitute unconditional admission to specific programs in the College of Education. Students seeking advanced degrees in the College of Education should refer to the admission requirements specific to the degree program.

### **Transfer Credit**

A maximum of four courses (12 semester hours) taken at another regionally accredited institution each with a grade of "B" or better within eight years of graduation may be considered for application toward the degree. These courses must be comparable in catalog description to Troy University courses in the specific degree program and must be approved by the appropriate department chair and dean. If the Troy program holds specialized accreditation, all courses taken at other sites/institutions will be reviewed to ensure that they are eligible for credit under specialized accreditation requirements.

### **Degree Requirements**

Successful completion of the courses listed under each program area with an overall grade point average of 3.0 on a 4.0 scale is necessary to fulfill requirements for the degree. If the student makes a "D" or "F" in a core course, the course must be retaken. If the student makes a "D" or "F" in an elective course, the course may be retaken or another elective may be taken in its place.

### **Program Completion Requirements**

All graduate programs require successful completion of specific end-of-program assessments. These assessments may include, but are not limited to, written comprehensive examinations, a portfolio, a thesis, a field project, and standardized examinations.

### **Statement of Guarantee for New Educators**

Candidates who are recommended by Troy University for Alabama State Teacher Certification or other school personnel certification shall be granted remediation at no cost if:

1. Teaching or have employment in-field and at level of the awarded certificate;
2. Not meeting minimum criteria using the State evaluation system or state approved system evaluation;
3. Remediation is requested within two years of the valid date of the Professional Educator certificate, issued based on recommendation by the unit.

In no case shall the unit be required to provide remediation for more than the first two years of employment.

<b>TEACHER CERTIFICATION PROGRAMS</b>								
<b>Approved by the Alabama State Department of Education</b>								
	<b>Semester Hours</b>		<b>Alabama Campuses</b>					
<b>Master of Science in Education (M.S. Ed.)</b>	<b>Trad</b>	<b>Alt A</b>	<b>Dothan</b>	<b>Montgomery</b>	<b>Phenix City</b>	<b>Troy</b>	<b>Global Campus*</b>	<b>eTROY</b>
<b>Elementary Education (K-6)</b>	36^	45	X^^	X^^	X^^	X^^		X^
<b>Collaborative Teacher (K-6)</b>	36^^	45	X^^			X^^		
<b>Collaborative Teacher (6-12)</b>	36^^	45	X^^			X^^		
<b>Secondary Education (6-12)</b>								
Biology	36	45				X		
History	36	45	X			X		
English/Language Arts	36	45	X			X		
General Science	36	45				X		
Mathematics	36	45	X			X		
Social Science	36	45	X			X		
<b>Interdisciplinary Programs (P-12)</b>								
Art	36	45				X		
Gifted Education	36^^	---						X
Music Instrumental	36	45				X		
Music Vocal/Choral	36	45				X		
Physical Education	36	45				X		
<b>Instructional Support Programs (P-12)</b>								
Instructional Leadership & Administration	36	---	X^^		X^^			
Instructional Leadership & Administration Reduced Hour Option for Certification	19	---	X^^		X^^			
School Counseling	48	---	X	X	X	X		
<b>Education Specialist (Ed.S.)</b>								
<b>Elementary Education (K-6)</b>	<b>Trad</b>	<b>Alt A</b>	<b>Dothan</b>	<b>Montgomery</b>	<b>Phenix City</b>	<b>Troy</b>	<b>Global Campus</b>	<b>eTROY</b>
<b>Elementary Education (K-6)</b>	36	---	X^^		X^^			X
<b>Instructional Support Programs (P-12)</b>								
Instructional Leadership & Administration	30		X^^		X^^			X
School Counseling	36	---	X	X	X			
Teacher Leader	30^^		X^^					X

\* Please refer to <http://admissions.troy.edu/> for specific program availability by location.

^Traditional program offered online through Global Campus

^^ Offered as blended program. A blended program combines both online and face-to face courses in the required program of study.

# MASTER OF SCIENCE IN EDUCATION (M.S.Ed.)

## TRADITIONAL FIFTH-YEAR CERTIFICATION PROGRAMS FOR TEACHERS

Students should consult the General Regulations section of the Graduate Catalog for additional information regarding Graduate School admission requirements, transfer credit, and other critical policies and procedures.

### Purpose

The purpose of the fifth-year certification program for teachers is to provide an opportunity for advanced study within their discipline for candidates who are seeking advanced certification in the same discipline/level in which they hold baccalaureate level professional educator certification.

### Advanced Certification at the Master's Level

The College of Education offers the Traditional Fifth-Year Master of Science in Education Program for candidates seeking advanced certification in the same discipline/level in which they hold baccalaureate level professional educator certification.

### Initial Certification at the Master's Level

For candidates seeking initial certification at the graduate level, or those who are seeking certification in an area or at levels other than those in which they hold baccalaureate level certification, the Alternative Fifth-Year (Alternative-A) Master of Science in Education Program is offered. See specific programs for any additional admissions and/or certification requirements.

In addition to the programs for teachers, fifth-year certification programs are offered in the following instructional support areas: Instructional Leadership & Administration, School Counseling, and School Psychometry.

### Admission Requirements for Traditional Fifth-Year Certification Programs

Unconditional admission to the Graduate School does not constitute unconditional admission to any professional education program. In addition to the admission requirements for the Graduate School, candidates seeking admission to a traditional fifth year certification program for teachers must hold professional baccalaureate-level certification in the teaching field in which the Class A certification is sought except in Collaborative Teacher K-6, Collaborative Teacher 6-12, and Gifted Education. Temporary, provisional, and other nonrenewable certifications are not acceptable. See specific program descriptions for any additional admission requirements.

### Admission to the Graduate Teacher Education Program (GTEP)

The following documents will be submitted at the time the candidate applies for admission to the University. Teacher Education staff will approve the admission and remove the candidate's hold for taking graduate courses.

1. Submission of proof of baccalaureate level professional education certification.
2. Successful completion and submission of an essay on the Candidate's teaching philosophy.

Candidates must clear university requirements for admission and

the College of Education admission requirements listed above prior to enrolling in any graduate work.

Troy Global Campus students must meet all specialized accreditation requirements to be classified as graduates of specialized accredited programs (CACREP).

## Required Courses for the Traditional Fifth-Year Certification Program for Teachers

### Common Required Core (18 sh)

EDU	6629	3	The Master Teacher
PSY	6631	3	Psychological Foundations of Education
EDU	6611	3	Educational Technology in the Curriculum (or an approved technology course in the discipline)
SPE	6630	3	Collaboration for Inclusion
EDU	6653	3	Educational Evaluation (or approved Evaluation course in the teaching field)
EDU	6691	3	Research Methodology*
	OR		
EDU	XXX	3	Adviser approved research course in discipline*

\*Must earn a grade of "B" or better.

*Note: In addition to the required core, a survey course in special education is required unless previously completed at the undergraduate and graduate level.*

### ELEMENTARY EDUCATION (ELE) 36 sh (Grades K-6)

**Locations: Dothan, eTROY, Montgomery, Phenix City, and Troy**

**Required Core Courses: (18 sh)**

**Teaching Field Courses: (18 sh)**

Select 12 semester hours of adviser-approved ELE courses.

Select six additional hours of adviser-approved ELE courses or other adviser approved courses related to the profession (e.g., EDU, ECE, SPE, RED).

A candidate may not enroll in a 5000-level course if it duplicates the same course listed on an undergraduate transcript. At least nine semester hours of teaching field courses must be at the 6000 level.

### COLLABORATIVE TEACHER 36 sh (Grades K-6)

**Locations: Dothan, Troy**

**Additional Admission Information for Collaborative Teacher:**

Candidates holding professional baccalaureate-level certification in any teaching field may be admitted to the traditional master's program in Collaborative Teacher provided all other admissions criteria are met. A candidate's prior coursework will be evaluated by the College of Education to determine if undergraduate prerequisite coursework is required. All prerequisites must be satisfied prior to unconditional admission.

**Required Core Courses: (15 sh)**

EDU	6629	3	The Master Teacher
SPE	6610	3	Research Trends and Issues in Special Education
SPE	6630	3	Collaboration for Inclusion
SPE	6632	3	Assessment and Individual Programming
SPE	6635	3	Meeting Instructional Needs Through Technology, or approved technology course

*Note: In addition to the required core, a survey course in special education is required unless previously completed at the undergraduate or graduate level.*

**Select ONE: (3 sh)**

- PSY 6631 3 Psychological Foundations of Education  
 EDU 6645 3 Nature of Intelligence

**Teaching Field Courses: (12 sh)**

- SPE 6614 3 Adaptive Teaching Strategies for Students with Mild Disabilities K-6  
 SPE 6615 3 Adaptive Teaching Strategies for Students with Moderate/Severe Disabilities K-6  
 SPE 6616 3 Teaching Students with Emotional And Social Needs  
 SPE 6631 3 Legal Issues in Special Education

**Select ONE: (3 sh)**

- SPE 6694 3 Collaborative Teacher K-6 Practicum  
 SPE 6699 3 Collaborative Teacher K-6 Initial Practicum (Required for initial certification in Collaborative Teacher K-6.)  
 SPE 6697 3 Field Based Research Project

**Select ONE: (3 sh)**

- RED 6670 3 Advanced Study of Literacy\*  
 XXX 3 Adviser-Approved Elective

\* Required if not ECE, ELE, or Reading Specialist certified

**COLLABORATIVE TEACHER 36 sh**  
**(Grades 6-12)**

**Locations: Dothan, Troy**

**Additional Admission Information for Collaborative Teacher:**

Candidates holding professional baccalaureate-level certification in any teaching field may be admitted to the traditional master's program in Collaborative Teacher provided all other admission criteria are met. A candidate's prior coursework will be evaluated by the College of Education to determine if undergraduate coursework is required. All prerequisites must be satisfied prior to unconditional admission.

**Required Core Courses: (15sh)**

- EDU 6629 3 The Master Teacher  
 SPE 6610 3 Research Trends and Issues in Special Education\*  
 SPE 6630 3 Collaboration for Inclusion  
 SPE 6632 3 Assessment and Individual Programming  
 SPE 6635 3 Meeting Instructional Needs Through Technology, or approved technology course

\*Must earn a grade of "B" or better.

**Note:** In addition to the required core, a survey course in special education is required unless previously completed at the undergraduate and graduate level.

**Select ONE of the following: (3 sh)**

- PSY 6631 3 Psychological Foundations of Education  
 EDU 6645 3 Nature of Intelligence

**Select ONE of the following: (3 sh)**

- RED 6670 3 Advanced Study of Literacy\*  
 XXX XXXX3 Adviser Approved Elective

\*Required if not ECE, ELE, or Reading Specialists certified.

**Teaching Field Courses: (15 sh)**

- SPE 6609 3 Content Enhancement  
 SPE 6620 3 Service Delivery Models for Multiple Disabilities  
 SPE 6616 3 Teaching Students with Emotional and Social Needs

- SPE 6631 3 Legal Issues in Special Education

**Select ONE of the following: (3 sh)**

- SPE 6695 3 Collaborative Teacher Practicum (6-12)  
 SPE 6698 3 Collaborative Teacher Initial Practicum  
*Required For Initial Certification (6-12)*  
 SPE 6697 3 Field Based Research Project

**SECONDARY EDUCATION 36 sh**  
**(Grades 6-12)**

**Location: Dothan, Troy**

**Dothan: English/Language Arts, Mathematics, Social Science**

**Troy: Biology, History, English/Language Arts, Mathematics, Social Science, General Science**

**Required Core Courses: (18 sh)**

**Teaching Field Courses: (18 sh)**

Select 18 semester hours of adviser-approved courses specific to the major. Choices for major are biology, English/language arts, general science, history, mathematics, and social science. A candidate may not enroll in a 5000-level course if it duplicates the same course listed on an undergraduate transcript. At least nine semester hours of teaching field courses must be at the 6000 level.

Comprehensive degree programs (i.e., English/language arts, general science, and social science) require course work in multiple disciplines. Candidates should consult their academic adviser regarding any specific course requirements in the teaching field.

**INTERDISCIPLINARY EDUCATION 36 sh**  
**(Grades P-12)**

**Location: Troy**

**Required Core Courses: (18 sh)**

**Teaching Field Courses: (18 sh)**

Choices are art, instrumental music, choral music, or physical education. For art education, students should select 12 semester hours of adviser approved courses in art, and ART 6662 (3) Seminar in Art Education. All other fields should select 18 semester hours of adviser-approved courses specific to the major. A candidate may not enroll in a 5000-level course if it duplicates the same course listed on an undergraduate transcript. At least nine semester hours of teaching field courses must be at the 6000 level. Candidates should consult their academic adviser regarding any specific course requirements in the teaching field.

The purpose of the graduate professional educator certification program in the School of Music is to provide advanced, specialized music education experiences that will assist graduate students in developing the musical skills, knowledge, and attitudes needed to begin/continue a viable career as a professional music educator. The School of Music works in collaboration with the College of Education to provide educational experiences for advanced music students with traditional music certification and for advanced music students pursuing alternative music teacher certification in Alabama, and supports the University NCATE conceptual framework to develop innovative, informed, reflective decision makers.

**GIFTED EDUCATION 36 sh**  
**(Grades P-12)**

**Location: eTroy**

**Additional Admission Information for Gifted Education**

Candidates holding professional baccalaureate-level certification in any teaching field may be admitted to the traditional master's program in Gifted Education provided all other admissions criteria are met. A candidate's prior coursework will be

evaluated by the College of Education to determine if undergraduate coursework is required. All prerequisites must be satisfied prior to unconditional admission.

**Required Core Courses: (12 sh)**

EDU 6629	3	The Master Teacher
EDU 6611	3	Educational Technology in the Curriculum
SPE 6630	3	Collaboration for Inclusion
EDU 6600	3	Classroom Management and Behavior Intervention

**Select One Sequence (2 courses): (6 sh)**

EDU 6653	3	Educational Evaluation
EDU 6691	3	Research Methodology*
OR		

EDU 6698	3	Introduction to Research*
EDU 6699	3	Research in Practice

\*Must earn a grade of "B" or better.

**Note:** In addition to the required core, a survey course in special education is required unless previously completed at the undergraduate and graduate level.

**Teaching Field Courses: (18 sh)**

EDG 6666	3	Nature and Needs of Gifted Individuals
EDG 6667	3	Creativity
EDG 6668	3	Integrating Thinking Skills into the Curriculum
EDG 6669	3	Teaching Methods in Gifted Education
EDG 6670	3	Special Populations of Gifted Students
EDG 6696	3	Practicum in Gifted Education

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## MASTER OF SCIENCE IN EDUCATION (M.S.Ed.)

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### TRADITIONAL FIFTH-YEAR CERTIFICATION PROGRAM IN INSTRUCTIONAL SUPPORT AREAS

**Students should consult the General Regulations section of the Graduate Catalog for additional information regarding Graduate School admission requirements, transfer credit, and other critical policies and procedures.**

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**Purpose**

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The purpose of the fifth-year certification program for instructional support areas is to provide initial certification at the graduate level in the areas of Instructional Leadership & Administration, School Counseling, and School Psychometry.

In addition to the admission requirements for the Graduate School, candidates for the fifth-year programs for instructional support personnel must have baccalaureate-level professional certification in a teaching field. Temporary, provisional, and other nonrenewable certification are not acceptable. See the Specific programs for other admissions and degree completion requirements.

Troy University College of Education students must meet all specialized accreditation requirements to be classified as graduates of specialized accredited programs (CAEP, CACREP).

**INSTRUCTIONAL LEADERSHIP  
& ADMINISTRATION**

**36 sh**

**(Grades P-12)**

**Locations: Dothan, Phenix City**

**Additional Admission Requirements for Traditional Fifth-Year Certification Program in Instructional Leadership & Administration**

**Graduate Teacher Education Program (GTEP)**

All candidates must be unconditionally admitted to the university.

The ILA program admits two cohorts per academic year (Fall/T1-Dothan; Spring/T3 Phenix City). The admissions deadline for Dothan is June 15th. The admissions deadline for Phenix City is September 15th.

**Applicants Must:**

- Hold a valid Class B baccalaureate-level Professional Education Certification in a teaching field or master's level Professional Educator's Certificate in a teaching field or instructional support area. Verification of a Professional Educator Certification certificate must be provided upon application to the program.
- Verify a minimum of three years of successful teaching experience.
- Submit prior to the interview an admission portfolio containing:
  - Three (3) signed letters of recommendation including one from the applicant's principal or supervisor on letterheads stationary. (These letters should address the leadership abilities of the candidate and any previous leadership experiences.)
  - Copies of the most recent performance appraisal including professional development component, if available
  - Evidence of leadership and management potential, including evidence of most recent accomplishments in the area of educational leadership or/and student achievement.
  - Summary of candidate's reasons for pursuing a master's degree in Instructional Leadership & Administration.
  - Summary of candidate's expectations from the preparation program.
  - Supplemental Experience Form (Form 125.14)
  - Curriculum Vitae
  - All admission items must be submitted prior to the application deadlines
- Pass an interview conducted by the Program Admission Committee.
- Pass a written assessment.

**Required Professional Core Courses: (27 sh)**

ILA 6603	3	Tools for Managing Educational Resources
ILA 6611	3	Community Relationships
ILA 6613	3	Legal Dimensions of Education
ILA 6633	3	Instructional Leadership
ILA 6643	3	Human Resource Administration
ILA 6658	3	Working with Diverse Populations
ILA 6684	3	Curriculum and Instructional Strategies
ILA 6691	3	Research Methods (must earn a "B" or better)
ILA 6692	3	Using Data to Make Decisions

**Select ONE of the following: (3 sh)**

ILA 6607	3	Readings in Leadership
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ILA 6609	3	Communication and Problem Solving
ILA 6610	3	Grant Writing
ILA 6625	3	Specialized Topics in Instructional Leadership
ILA 6640	3	Building & Maintaining Collaborative Learning Environments

**Internship: (6 sh)**

ILA 6662	2	Orientation in Instructional Leadership and Administration
ILA 6663	2	Practicum I
ILA 6664	2	Practicum II

*Note: In addition to the required core, a survey course in special education is required unless previously completed at the undergraduate and graduate level.*

### **INSTRUCTIONAL LEADERSHIP & ADMINISTRATION REDUCED HOUR OPTION FOR CERTIFICATION 19 sh**

**Admission Requirements**

1. Hold a valid Class A Professional Educator Certificate
2. Verify a minimum of three years of successful teaching experience
3. Submit an admissions portfolio prior to interview containing:
  - Three (3) signed letters of recommendation including one from the applicant's principal or supervisor on school letterhead stationary. (Letters should address the leadership abilities of the candidate and any previous leadership experiences)
  - Copies of the most recent performance appraisal including professional development, if available
  - Evidence of leadership and management potential, including evidence of most recent accomplishments in the area of educational leadership and/or student achievement
  - Summary of candidate's reasons for pursuing certification in Instructional Leadership and Administration
  - Summary of candidate's expectations from the preparation program
  - Supplemental Experience Form (Form 125.14)
  - Curriculum vitae
4. Pass an interview conducted by the Program Admission Committee
5. Pass a written assessment

**Required Courses: (19 SH)**

ILA 6603	3	Tools for Managing Educational Resources
ILA 6611	3	Community Relationships
ILA 6613	3	Legal Dimensions of Education
ILA 6633	3	Instructional Leadership
ILA 6643	3	Human Resources Administration
ILA 6663	3	Practicum I
ILA 6664	3	Practicum II

**SCHOOL COUNSELING****48 sh****Locations: Dothan, Montgomery, Phenix City, Troy**

*Additional admissions requirements, curriculum, and program completion expectations are listed in the Counseling and Psychology section.*

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## **MASTER OF SCIENCE IN EDUCATION (M.S.Ed.)**

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### **ALTERNATIVE FIFTH-YEAR CERTIFICATION PROGRAM FOR TEACHERS**

**Students should consult the General Regulations section of the Graduate Catalog for additional information regarding Graduate School admission requirements, transfer credit, and other critical policies and procedures.**

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**Purpose**

The purpose of the Alternative Fifth-Year Program is to provide initial teacher certification programs for individuals holding a baccalaureate level degree in a field other than education or those desiring initial certification in a new teaching field. Candidates shall have acquired knowledge and skill above the level required for the completion of the baccalaureate program in the same discipline, including subject matter knowledge, student development, diversity, instructional strategies, classroom management and learning environment, communication, planning, assessment, professionalism, and collaboration.

The College of Education adopted the model standards for beginning teacher licensure developed by the Interstate New Teacher Assessment and Support Consortium (INTASC) in 2000. These standards are applied throughout the Alternative-Fifth-Year Program.

Troy Global Campus College of Education students must meet all specialized accreditation requirements to be classified as graduates of specialized accredited programs (CACREP, and CORE). Up to 12 hours of course work completed at a site/ university without the appropriate specialized accreditation may be considered for application toward program completion. See Transfer Credit section for additional information.

### **Admission Requirements for Alternative Fifth-Year Program for Teachers**

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Prior to applying for admission to the Graduate School and the Master of Science Alternative Fifth-Year certification program, individuals must possess a baccalaureate degree or higher from a regionally accredited institution with a posted minimum cumulative/overall graduating grade point average of 2.5 on the official baccalaureate transcript from the degree granting institution. (Students will not be permitted to use additional undergraduate or post degree courses to raise their grade point average.)

### **Admission Status Classification**

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In order to establish admission status, an individual must be evaluated by the College of Education and the discipline of study to determine prerequisites. Prior to seeking admission to the Graduate School, individuals should make an appointment with the Teacher Education office on the respective campus to have all undergraduate transcript(s) reviewed by the Certification Officer/Alternative-A Evaluation Coordinator. Individuals must bring an official copy of

all undergraduate transcripts to the session. The evaluation process may take up to one week to complete.

*Note: An individual's admission to the Graduate School will be determined by the transcript(s) evaluation. Individuals will be classified as a post-baccalaureate student until they have completed all prerequisites.*

In addition to completing the undergraduate prerequisite coursework, students should also be working to meet admission criteria for the Graduate Teacher Education Program.

### **Admission Requirements to the Teacher Education Program (GTEP)**

Admission to the Graduate School does not automatically qualify a student for admission to the Graduate Teacher Education Program. Written application to the Graduate Teacher Education Program is required from all students seeking acceptance. In addition to the written application, the following are also required:

1. A grade of "C" or better in the two English composition courses.
2. A grade of "C" or better in mathematics courses completed for the baccalaureate degree that is equivalent to the required general studies courses for the teacher education major. If equivalent courses were not completed at the baccalaureate level, these must be completed as prerequisites.
3. A minimum cumulative/overall graduating grade point average of 2.5 on the baccalaureate transcript.
4. A minimum of 2.75 grade point average on (post baccalaureate) prerequisite coursework.
5. A passing score on the Alabama Educator Certification Testing Program (AECTP). (Music students must also receive a passing score on the Basic Music Skills Test.)
6. A passing score on the Troy University College of Education Math Module exam.
7. Successful completion of a speech and interview.
8. Completion of a minimum of 12 clock hours of classroom observation/participation.
9. Successful completion of an impromptu essay.

Students working to complete pre-admission requirements for the Graduate Teacher Education Program are encouraged to work closely with their discipline adviser. This individual will assist in course selection and course sequencing for completion of these requirements.

Information regarding qualification and acceptance into the Graduate Teacher Education Program can also be obtained through the Teacher Education Office on the respective campus.

In addition to the discipline specific pre-requisites, individuals must also complete the Professional Studies prerequisite coursework.

Once all of the prerequisite requirements are met, the individual will be considered for admission into the Master of Science Alternative Fifth-Year certification program.

### **Internship**

All candidates completing the Alternative Fifth-Year initial certification program for teachers must complete a six-semester hour internship in the grade level(s) and academic subject(s) of the certification sought. Instructions regarding qualifications and applications for internship should be obtained from the Office of Teacher Education. Prerequisites for internship include the following:

1. Admission to the Graduate Teacher Education Program
2. A grade point average (GPA) of 3.0 overall on all graduate work attempted
3. Internship Advisor Approval Form (A)
4. Completion of all coursework except for Internship Seminar, which is taken in conjunction with internship

5. Completion and verification of a minimum of 150 contact hours of clinical experiences. Ninety of these 150 hours must be in increments of at least three hours each. The majority of field experiences must occur in a P-12 setting. At least half of the field experiences shall be in the candidate's teaching field and shall emphasize the application of content knowledge.
6. Evidence of current First Aid and CPR certifications
7. Passing score on all three sections of the Alabama Educator Certification Testing Program (AECTP):  
Applied Mathematics, Reading for Information, and Writing
8. A received (by the Alabama State Department of Education) passing Praxis II score in each teaching field area of initial certification.
9. Successful completion of comprehensive exam in the teaching field(s)
10. Evidence of current professional liability coverage of \$1,000,000 minimum.
11. Completion of any additional requirements mandated by the Alabama State Department of Education.

### **Courses for the Alternative Fifth-Year Program**

#### **Required Core Courses: (18 sh)**

EDU	6603	3	Planning for the Classroom
PSY	6631	3	Psychological Foundations of Education
SPE	6630	3	Collaboration for Inclusion
EDU	6691	3	Research Methodology (or approved research course in the discipline)*
EDU	6653	3	Educational Evaluation (or approved evaluation course in the discipline)
EDU	6611	3	Educational Technology in the Curriculum

OR

EDU	XXX	3	Adviser Approved technology course in the discipline
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\*Must earn a grade of "B" or better.

\*\*Secondary/P12 Interdisciplinary students are required to take the appropriate XXX 4481 Methods and Materials course in the appropriate content area.

#### **Select the Appropriate Reading Course: (3 sh)**

RED	6630	3	Directed Reading Practicum (Secondary and P-12)
RED	6670	3	Advanced Study of Literacy (Elementary)

#### **Select the Appropriate Internship: (6 sh)**

ELE	6674	6	Elementary Internship Grades K-6
IED	6655	6	Interdisciplinary Internship Grades P-12
SED	6695	6	Secondary Internship Grades 6-12
SPE	6654	6	Collaborative Internship 6-12
SPE	6655	6	Collaborative Internship K-6

#### **Select the Appropriate Internship Seminar: (3 sh)**

(Co-requisite for internship. Prefix should be consistent with internship.):

—	5544	3	Internship Seminar
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### **ELEMENTARY EDUCATION (Grades K-6)**

**45 sh**

**Location: Dothan, Phenix City, Troy**

#### **Required Core Courses: (30 sh)**

#### **Teaching Field: (15 sh)**

Select 15 semester hours of adviser-approved ELE courses. A candidate may not enroll in a 5000 level course if it duplicates the

same course listed on an undergraduate transcript. At least eight semester hours of teaching field courses must be at the 6000 level.

**COLLABORATIVE TEACHER (Grade K-6)** 45 sh  
**Location: Troy, Dothan**

**Required Core Courses: (21 sh)**

EDU	6603	3	Planning for the Classroom
PSY	6631	3	Psychological Foundations of Education
EDU	6691	3	Research Methodology* (or Adviser Approved research course in the discipline)
SPE	6631	3	Legal Issues in Special Education
EDU	6611	3	Educational Technology in the Curriculum
SPE	6632	3	Assessment and Individual Programming
RED	6670	3	Advanced Study of Literacy

\*Must earn a grade of "B" or better.

**Teaching Field: (15 sh)**

SPE	6630	3	Collaboration for Inclusion
SPE	6614	3	Adaptive Teaching Strategies for Students with Mild Disabilities K-6
SPE	6615	3	Adaptive Teaching Strategies for Students with Moderate/Severe Disabilities K-6
SPE	6616	3	Teaching Students with Emotional/Social Needs
RED	6675	3	Literacy Instruction for Diverse Populations

**Internship & Internship Seminar: (9 sh)**

SPE	5544	3	Internship Seminar
SPE	6655	6	Collaborative Internship K-6 <i>Survey of Special Education Coursework</i> (Required if not previously completed)

**COLLABORATIVE TEACHER (Grade 6-12)** 45 sh  
**Location: Troy, Dothan**

**Required Core Courses: (21 sh)**

PSY	6631	3	Psychological Foundations of Education
EDU	6603	3	Planning for the Classroom
EDU	6611	3	Educational Technology in the Curriculum
EDU	6691	3	Research Methodology (or Adviser Approved research course in discipline)*
SPE	6631	3	Legal Issues in Special Education
SPE	6632	3	Assessment and Individual Programming
RED	6630	3	Directed Reading Practicum

\*Must earn a grade of "B" or better.

**Teaching Field: (15 sh)**

SPE	6630	3	Collaboration for Inclusion
SPE	6609	3	Content Enhancement
SPE	6620	3	Service Delivery Models for Multiple Disabilities
SPE	6616	3	Teaching Students with Emotional/Social Needs
RED	6674	3	Literacy in the Content Area Grades 6-12

**Internship & Internship Seminar: (9 sh)**

SPE	5544	3	Internship Seminar
SPE	6654	6	Collaborative Internship 6-12 <i>Survey of Special Education Coursework</i> (Required if not previously completed)

**SECONDARY EDUCATION (Grades 6-12)** 45 sh  
**Location: Dothan, Troy**

**Dothan: History, English/Language Arts, Mathematics, Social Science**

**Troy: Biology, History, English/Language Arts, Mathematics, Social Science, General Science**

**Required Core Courses: (30 sh)**

**Teaching Field: (15 sh)**

Select 15 semester hours of adviser-approved courses specific to the discipline. A candidate may not enroll in a 5000-level course if it duplicates the same course listed on an undergraduate transcript. At least eight semester hours of teaching field courses must be at the 6000 level. Candidates should consult their academic adviser regarding any specific course requirements in the teaching field. Comprehensive degree programs require coursework in multiple disciplines.

For certification recommendation in **English Language Arts** an applicant must have earned credit 12 semester hours of adviser approved courses in two of the following areas: English, journalism, speech, drama (theatre). Additionally, must have earned 3 semester hours in language or composition study.

For certification recommendation in **General Social Science** an applicant must have earned credit in two of the following areas: economics, geography, history, political science, and social science.

For certification recommendation in **General Science** an applicant must have earned credit in two of the following areas: biology, chemistry, earth and space science, and physics.

**INTERDISCIPLINARY EDUCATION (Grades P-12)** 45 sh  
**Location: Troy**

*Alternative Fifth-Year certification programs are offered in the following elementary/secondary (grades P-12) areas: Art, Instrumental Music Choral Music, and Physical Education.*

**Required Core Courses: (30 sh)**

**Teaching Field: (15 sh)**

For art, students should select 12 semester hours of adviser approved courses in art, and ART 6622 (3) Seminar in Art Education.

Students in other interdisciplinary areas should select 15 semester hours of adviser-approved courses specific to the discipline. A candidate may not enroll in a 5000-level course if it duplicates the same course listed on an undergraduate transcript. At least eight semester hours of teaching field courses must be at the 6000 level. Candidates should consult their academic adviser regarding any specific course requirements in the teaching field.

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## EDUCATION SPECIALIST CERTIFICATION PROGRAM (Ed.S.)

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### SIXTH-YEAR CERTIFICATION PROGRAM FOR TEACHERS

**Students should consult the General Regulations section of the Graduate Catalog for additional information regarding Graduate School admission requirements, transfer credit, and other critical policies and procedures.**

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#### **Purpose**

The purpose of the Education Specialist (Ed.S.) certification programs in teaching is to extend the expertise and further develop knowledge, competencies, and skills of professionals holding master's level certification in the same teaching field in which the Class AA certification is sought. All coursework applied toward the Ed.S. degree program must be earned at the 6000 level or above, and no courses applied toward certification at the master's level may be applied toward certification at the education specialist level. See the specific degree program for additional admission and degree completion requirements.

**College of Education students must meet all specialized accreditation requirements to be classified as graduates of specialized accredited programs (NCATE). Up to 12 hours of course work at a site/university without the appropriate specialized accreditation may be considered for application toward program completion. See Transfer Credit section for additional information.**

All sixth-year certification programs are approved by the Alabama State Department of Education. Elementary Education offers a thesis and non-thesis option.

#### **Admission Requirements for Education Specialist Programs and Graduate Teacher Educational Program (GTEP)**

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Admission to the Graduate School does not automatically constitute admission to the Education Specialist Program. All candidates must complete all requirements for the Alabama Class AA certification. All Ed.S. candidates must successfully complete a written comprehensive examination prior to program completion.

In addition to the Admission Requirements for Graduate School, candidates seeking the education specialist degree in a teacher education program must:

1. Hold a masters degree from a regionally accredited college or university.
2. Hold valid master's level certification in the same teaching field in which the Class AA certificate is sought.
3. Be unconditionally admitted and complete all additional admission requirements identified in the specific program.
4. Elementary program applicants must have three years of teaching experience at the elementary level documented by the submission of the EXP form.
5. Submit three (3) College of Education Reference forms. One must be from an immediate supervisor.

#### **Program Requirements**

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1. Have a GPA greater than 3.25
2. Pass comprehensive exam (both non-thesis and thesis options)
3. Complete thesis (thesis option)
4. No more than two grades below "B"

5. Grade of "B" or better in ECE/ELE 7790—Qualitative Research Methodology
6. No more than 12 semester hours of transfer credit
7. All credits earned within 8 years of graduation

#### **Certification in Alabama**

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Candidates completing an approved Education Specialist certification program are eligible to apply for the Alabama Class AA professional certificate, provided they meet the following:

1. a grade point average of 3.25 on all education specialist coursework attempted
2. a grade of "C" or better in all coursework which applies to certification
3. a grade of "B" or better in the research requirements for the program
4. Complete a special education survey course and EDU 6611, if not previously completed

Any candidate who applies for a professional certificate is subject to all regulations set forth by the Alabama State Department of Education. These regulations may include a comprehensive background check, verification of appropriate experience, and prior certification specific to the certification sought. Additional requirements (e.g., standardized examinations to demonstrate content mastery) may be added as the Alabama State Board of Education and other accrediting agencies modify regulations. Candidates should consult their education adviser for details.

Only candidates properly admitted to an approved certification program and who successfully fulfill all program and certification requirements will be recommended for certification. The Certification Officer, appointed by the Dean of the College of Education, is the only Troy University official authorized to recommend candidates for certification in any state.

#### **Certification in Other States**

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Other states may grant professional certification to candidates completing the Troy University Education Specialist program.

Some states may have additional requirements. Candidates seeking certification in other states should contact the appropriate State Department of Education.

Only candidates properly admitted to an approved certification program and who successfully fulfill all program and certification requirements will be recommended for certification. The Certification Officer, appointed by the Dean of the College of Education, is the only Troy University official authorized to recommend candidates for certification in any state.

#### **ELEMENTARY EDUCATION**

**36 sh**

**Location: Dothan, Phenix City**

#### **Required Professional Core\*: (15 sh)**

PSY 6693	3	Psychological and Educational Statistics
EDU 7709	3	Seminar in Decision-Making for Teachers and Educational Administrators
EDU 7730	3	The Teacher Leader (documented by the submission of the EXP form.)
ELE 7790	3	Qualitative Research Methodology
ELE 7793	3	Problem Analysis in Elementary Education

*\*Additional requirements for certification include the following unless previously completed: 1) a survey course in special education, and 2) EDU 6611 Educational Technology in the Curriculum*

**Select Non-Thesis or Thesis Option: (6 sh)**

Non-Thesis Option:

- EDU 7757 3 Practicum in Area of Specialization
  - EDU 7760 3 Leading for Learning in the School Environment
- OR

Thesis Option:

- EDU 7795 1-6 Thesis

**Teaching Field Courses: (12 sh)**

- ELE 7736 3 Mentoring and Supervision in ELE
- ELE 7761 3 Effective Schools
- ELE 7762 3 School Accreditation Process
- ELE 7763 3 Legal Issues and Ethics in Education

**Adviser-Approved Teaching Field Courses: (3 sh)**

Select three additional hours of adviser-approved course related to the profession (e.g., EDU, ECE, SPE, RED). A candidate may not enroll in a 6000-level course if it duplicates the same course listed on the master’s transcript.

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## EDUCATION SPECIALIST (Ed.S.) CERTIFICATION PROGRAM

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### SIXTH-YEAR CERTIFICATION PROGRAM FOR INSTRUCTIONAL SUPPORT AREAS

**Students should consult the General Regulations section of the Graduate Catalog for additional information regarding Graduate School admission requirements, transfer credit, and other critical policies and procedures.**

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**Purpose**

The purpose of the Education Specialist (Ed.S.) certification programs in instructional support areas is to extend the expertise and further develop knowledge, competencies, and skills of professionals holding master’s level certification in school psychology, school counseling, or educational administration. All coursework applied toward the Ed.S. degree program must be earned at the 6000 level or above, and no courses applied toward certification at the master’s level may be applied toward certification at the education specialist level. See the specific degree program for additional admission and degree completion requirements.

**Troy Global Campus College of Education students must meet all specialized accreditation requirements to be classified as graduates specialized accredited programs. Up to 12 hours course work at a site/university without the appropriate specialized accreditation may be considered for application toward program completion. See Transfer Credit section for additional information.**

**Admission Requirements for Education Specialist Programs in Instructional Support Areas**

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Admission to the Graduate School does not automatically constitute admission to the Education Specialist Program. All

candidates must complete all requirements for the Alabama Class AA certification. All Ed.S. candidates must successfully complete a written comprehensive examination prior to program completion.

In addition to the Admission Requirements for Graduate School, candidates seeking the education specialist degree in a instructional support program must:

1. hold a masters degree from a regionally accredited college or university,
2. complete a special education course as a prerequisite if not previously completed, (Not required for Community Counseling.)
3. be unconditionally admitted and complete all additional admission requirements identified in the specific program,
4. hold a valid master’s level certification in the same instructional support area or teaching field in which the Class AA certificate is sought, (not required for Community Counseling).

**Certification in Alabama**

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Only candidates properly admitted to an approved certification program and who successful fulfill all program and certification requirements will be recommended for certification. The Certification Officer, appointed by the Dean of the College of Education, is the only Troy University official authorized to recommend candidates for certification in any state.

Candidates completing an approved Education Specialist Certification program are eligible to apply for the Alabama Class AA professional certificate, provided they meet the following:

Ed.S. Degree Sought	Required Valid Class A (Masters level Certification)
Instructional Leadership & Administration	Education Administration or Instructional Leadership
School Counseling	School Counseling
Teacher Leader	In any Teaching Field or Area of Instructional Support
Community Counseling	None Required (non-certification Ed.S. program)

- a grade point average of 3.25 on all education specialist coursework attempted
- a grade of “C” or better in all coursework which applies to certification
- a grade of “B” or better in the research requirements for the program.
- meet the PRAXIS II requirement of the Alabama Educator Certification Testing Program (AECTP).\*

*\*Note: This condition applies only to those applicants seeking initial certification in an instructional support area.*

Any candidate who applied for a professional certificate is subject to all regulations set forth by the Alabama State Department of Education. These regulations may include a comprehensive background check, verification of appropriate experience, and prior certification specific to the certification sought.

Additional requirements (e.g., standardized examinations to demonstrate content mastery) may be added as the Alabama State

Board of Education and other accrediting agencies modify regulations. Candidates should consult their education adviser for details.

### **Testing for Class AA Certification for Instructional Leadership & Administration**

Applicants for Class AA Certification who are meeting requirements for a Certificate which covers a grade span different from the grade span covered by the Certificate used as the basis for admission to the Class AA Instructional Leadership program must meet Praxis II requirements of the Alabama Educator Certification Testing Program (AECTP). Some individuals hold an Alabama Certificate for principal 1-6 or 7-12 rather than P-12. A person holding one of those Certificates and completing the Class AA Instructional Leadership P-12 program must meet the Praxis II requirements as a precondition for Certification.

### **Certification in Other States**

Other states may grant professional certification to candidates completing the Troy University Education Specialist program. Some states may have additional requirements. Candidates seeking certification in other states should contact the appropriate State Department of Education.

Only candidates properly admitted to an approved certification program and who successfully fulfill all program and certification requirements will be recommended for certification. The Certification Officer, appointed by the Dean of the College of Education, is the only Troy University official authorized to recommend candidates for certification in any state.

### **Degree Requirements**

All coursework applied toward the Ed.S. degree program must be earned at the 6000 level or above. Courses applied toward certification at the master's level may not be applied toward certification at the education specialist level.

All Education Specialist degree students must complete at least 18 semester hours of required coursework at the campus where the internship and/or practicum is supervised.

### **Ed.S. Instructional Support Certification Programs**

#### **INSTRUCTIONAL LEADERSHIP & ADMINISTRATION (ED.S.)** 30 sh

**Location: Dothan, eTROY, Phenix City**

#### **Goals and Objectives:**

The goal of the Ed.S. Instructional Leadership & Administration program is to strengthen and extend the student's knowledge, skills, and abilities developed at the Master's level so that the candidate will become an informed, reflective decision maker who demonstrates the ability to:

1. Articulate a clear vision and inspire and engage stakeholders in developing and realizing the mission;
2. Manage and leverage systems and processes to achieve desired results;
3. Act with a sense of urgency to foster a cohesive culture of learning;
4. Express their commitment to student and adult learners and to their development;
5. Facilitate and monitor the teaching and learning process;
6. Model professional, ethical behavior and expect it from others.

#### **Additional admission requirements for the EdS in Instructional Leadership & Administration:**

In addition to the Admission Requirements for Graduate

School, candidates seeking admission to a cohort to complete the requirements for the Education Specialist degree in Instructional Leadership & Administration must hold the master's Professional Educator Certificate in Educational Administration or Instructional Leadership. In addition the candidate must meet one of the following criteria:

1. Hold a Class A Instructional Leadership & Administration certificate earned after completing a redesigned program at an Alabama university;
2. Be currently serving as a superintendent, assistant superintendent or associate superintendent, assistant to the superintendent, principal, assistant principal, supervisor (any subject and/or grade level), administrator of career and technical education, coordinator, or evaluator; or
3. Document three years of employment in an instructional leadership position for which one of the certificates in Rule 290-3-3-.53.01(2)(b) is proper certification according to the current edition of the Subject and Personnel Codes of the Alabama State Department of Education.

In an effort to maintain the rigorous nature of the Instructional Leadership & Administration program, to stay in step with changes in the field of administration and to ensure that our candidates maximize the benefit from the program, Troy University strongly recommends that each candidate have completed at least one year of administrative experience in a public K-12 school prior to admission to the Ed. S. program.

#### **Candidates must be admitted to GTEP prior to taking any coursework.**

Applicants who completed a Class A program other than one approved by the Alabama State Board of Education on or after September 8, 2005, must submit a portfolio which includes:

1. Three (3) signed letters of recommendation including one from the applicant's principal or supervisor on letter head stationary. (These letters should address the leadership abilities of the candidate and any previous leadership experiences.)
2. Copies of most recent performance appraisal including professional development component, if available
3. Evidence of ability to lead student achievement
4. Evidence of leadership and management potential.
5. Summary of candidate's reasons for pursuing the Class AA certificate in Instructional Leadership & Administration.
6. Supplemental Experience Forms (Form 125.4)
7. Curriculum Vitae

#### **Required Courses\*: (30 sh)**

**Note:** Courses taken as Professional Learning Unit's (PLU) prior to admission to the Ed.S. ILA program are not eligible for use towards this certification program.

ILA 7700	3	Adult Learning Theories & Managing Change
ILA 7702	3	Involving Parents and Community Stakeholders
ILA 7703	3	Law, Ethics, and Policy Development
ILA 7717	3	Mentoring
ILA 7740	3	Creating Effective Learning Environments
ILA 7746	3	Organization and Human Resource Development
ILA 7791	3	Current Trends and Issues in Instructional Leadership
ILA 7792	3	Advanced Comprehensive Research Strategies
ILA 7793	3	Program Evaluation
ILA 7794	3	Research in Action

\*A survey course in special education is required unless previously completed.

Courses applied toward certification at the master's level may not be applied toward certification at the education specialist level.

**SCHOOL COUNSELING (ED.S.)****Location: Dothan, Montgomery, Phenix City****36 sh** program graduate will:

1. Demonstrate the ability to facilitate the improvement of academic achievement for all students within a school setting;
2. Support the development of and improve the practice of shared leadership among instructional and administrative personnel;
3. Demonstrate the ability to facilitate collective learning with faculties and schools as a whole.

**Goals and Objectives:**

The goal of the Ed.S. School Counseling program is to strengthen and extend the students' knowledge and skills developed at the Master's level so that the students will:

1. Become informed, reflective decision makers;
2. Understand the developmental, proactive, and preventive focus of counseling in the schools;
3. Facilitate academic, career, and personal-social development of K-12 students;
4. Provide interventions for learning and behavioral problems; and
5. Work collaboratively with parents, school personnel, and with other agencies and organizations to facilitate student learning, and manage a comprehensive developmental counseling program.

**Admission to the Graduate Education Program (GTEP)****School Counseling**

1. Submission of proof of master's level professional education certification in school counseling.
2. A grade of "B" or better in CP 7702 Advanced Theories and Techniques of Counseling.
3. Two full years of acceptable experience verified on a Supplemental Experience Form

**Required Courses\*:** (12 sh)

CP 6656	3	Marriage, Family and Sex Therapy Counseling
CP 7700	3	Advanced Practicum in Group Leadership
CP 7702	3	Advanced Theories and Techniques of Counseling
PSY 6669	3	Behavior Pathology

*\*In addition to the required courses, a survey course in special education is required unless previously completed.*

**Select ONE Research Course\*:** (3 sh)

PSY 6693	3	Psychological and Educational Statistics
EDU 6693	3	Quantitative Methods of Evaluation of Teaching and Learning
EDU 7792	3	Advanced Research in Education

*\* A grade of "B" or better is required in all research courses.*

**Field Project or Thesis \*:** (3-6 sh)

CP 7791/92/93	1-3	Research Seminar
CP 7794	3	Field Project
CP 7795		
7796	6	Thesis

*\* All Education Specialist degree students must complete at least 18 semester hours of required coursework at the campus where the internship and/or practicum is supervised.*

**Adviser Approved Electives:** (15-18 sh)

All coursework applied toward the Ed.S. degree program must be earned at the 6000 level or above. Courses applied toward certification at the master's level may not be applied toward certification at the education specialist level.

**TEACHER LEADER (ED.S.)****Location: Dothan, eTROY****30 sh****Goals and Objectives:**

The goal of the Ed.S. Teacher Leader program is to strengthen and extend the practicing teacher's knowledge and skills so that the

**Additional admission requirements for the Ed.S. Teacher Leader Program and Graduate Teacher Education Program (GTEP):**

In addition to the Admission Requirements for Graduate School, candidates seeking admission to the Ed.S. Teacher Leader program must:

1. Hold an Alabama Class A master's Professional Educator Certificate in any teaching field or area of instructional support; \*
2. Have a minimum of three full years of full-time teaching experience in a P-12 setting;
3. Provide a portfolio containing three letters of recommendation, evidence of ability to positively affect student achievement, and evidence of collaborative leadership potential.

*\*Note: Students admitted into the Ed.S. Teacher Leader program with a master's level Professional Educator certificate in a teaching field or area of instructional support from another state, must earn an Alabama Class A Professional Educator certificate in a teaching field or area of instructional support before becoming eligible to apply for an Alabama Class AA Certification.*

**Certification:**

In addition to the certification requirements required for all instructional support areas, candidates completing an approved Ed.S. Teacher Leader program requirements are eligible to apply for the Alabama Class AA Professional Certificate, provided they meet the following:

1. Satisfactory completion of a state approved program with a minimum GPA of 3.25 for all courses in the Alabama State Board of Education approved Teacher Leader program as verified on an official transcript.
2. Satisfactory completion of a problem-based research project.
3. A passing score on a comprehensive assessment documenting mastery of the curriculum of the Teacher Leader program which may include, but may not be limited to, an oral examination.
4. A survey of special education course, if not previously completed.
5. Meet the Praxis II requirements of the Alabama Educator Certification Testing Program (AECTP).
6. Hold an Alabama Class A Professional Educator Certificate in a teaching field or area of instructional support.

**Required Courses\*:** (30 sh)

TL 7700	3	Adult Learning Theories and Managing Change
TL 7702	3	Involving Parents and Community Stakeholders
TL 7717	3	Mentoring
TL 7737	3	Curriculum
TL 7740	3	Creating Effective Learning Environments
TL 7747	3	Instructional Coaching
TL 7757	3	Staff Development
TL 7767	3	Communication and Consultation Methods (Practicum)
TL 7792	3	Advanced Comprehensive Research Strategies
TL 7794	3	Research in Action

*\*A survey course in special education is required unless previously completed.*

Courses applied toward certification at the master's level may not be applied toward certification at the education specialist level.

NON– CERTIFICATION PROGRAMS*							
Master of Science (M.S.)	Hours	Alabama Campuses				Global Campus*	eTROY
		Dothan	Montgomery	Phenix City	Troy		
<b>Adult Education</b>							
Curriculum and Instructional Design	33/36		X				X
Instructional Technology	33/36						X
Leadership Studies	33/36						X
<b>Certificates in Adult Education</b>							
Curriculum and Instructional Design	12						X
Instructional Technology	12						X
Leadership Studies	12						X
Workforce Development	12						X
<b>Second Language Instruction</b>	31/33				X		X
<b>Education Specialist (Ed.S)</b>							
Community Counseling	30		X				

\* Please refer to <http://admissions.troy.edu/> for specific program availability by location.

## MASTER OF SCIENCE (M.S.) ADULT EDUCATION NON-CERTIFICATION PROGRAM

***This is a non-certification program. Students holding this degree will not be recommended for any teacher/counselor/administrator certificate or license.***

**Students should consult the General Regulations section of the Graduate Catalog for additional information regarding Graduate School admission requirements, transfer credit, and other critical policies and procedures.**

### Purpose

The purpose of the Master of Science in Adult Education (MSADE) program is to offer students an opportunity to acquire proficiency, knowledge, and skills in the social context of adult education, program development and management, and the facilitation of adult learning.

This program prepares students for careers in such areas as industry, continuing professional education, training and program development, instructional technology, corporate consulting, health care, post-secondary education, government agencies, non-profit organizations, professional organizations, and professional military education.

### Program Objectives

Upon successful completion of the M.S. in Adult Education, graduates will be able to:

1. Develop curricula that incorporate an understanding of how the social context influences the field, including culture, policy, economics, and technology.
2. Discuss the different ways in which adults learn and how to assess their needs, interests, motivations, and capabilities.
3. Apply specialized knowledge related to their concentra-

tion area to practical situations.

4. Evaluate relevant research and apply it to their concentration area.
5. Articulate a personal adult education teaching philosophy.

### Admission Requirements

To apply for admission to the Master of Science in Adult Education program, applicants must submit:

1. A completed Application for Admission to the Graduate School.
2. An official transcript(s) from all universities attended.
3. An official copy of GRE or MAT or GMAT scores.
4. A letter of recommendation that addresses the applicant's potential for success in professional graduate studies.

### Unconditional Admission

Students should meet the unconditional admission requirements for the Graduate School.

### Conditional Admission

Upon recommendation by Graduate Admissions, conditional admission may be granted under certain circumstances to applicants who cannot satisfy all unconditional admission requirements. See also conditional admission requirements in the General Regulations section of this Catalog.

After the student completes the first three graduate courses with a "B" or better average, the student will be granted unconditional admission. Students not satisfying conditional admission requirements will be dropped from the university for one calendar year, after which time the student must petition for readmission.

### Transfer Credits

A maximum of 12 credit hours taken at another regionally accredited university with a grade of "B" or better can be applied to the MSADE degree. These courses must be comparable in catalog description to courses in the MSADE program and must be approved by the Dean of the College of Education.

## Academic Advisement

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Faculty advisement for the program is required.

## Degree Requirements

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Students must select either Option I or Option II, successfully complete the required core courses (either 15 sh or 18 sh), successfully complete an approved concentration, and successfully complete either a capstone or thesis. Students interested in additional areas of graduate study must go through the College of Education for pre-approval. Faculty advisement for the program is required.

## Program of Study

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Students must successfully complete ONE of the following options:

**Option I** is a 33 semester-hour program consisting of a 15-semester-hour core of required courses which includes the successful completion of a 3-semester-hour capstone course. Additionally, an 18-semester-hour concentration is required.

### 33 Semester Hours

#### Required Core Courses: (15 sh):

ADE 6600	3	Foundations of Adult Education
ADE 6640	3	Social Context of Adult Education
ADE 6670	3	Adult Learning and Development
ADE 6691	3	Research Methodology (A grade of "B" or better is required)
ADE 6699	3	Capstone

### Select an approved concentration: (18 sh)

Students choosing this option must register for ADE 6699 (3 sh) and successfully complete this course. This course is a culminating experience that helps students integrate and apply the knowledge they have gained in their program. Emphasis is placed on challenging students to view the adult educational process from many perspectives. Working independently students will create an educational portfolio to demonstrate mastery of program objectives and proof of readiness to receive a master's degree, which will be submitted in portions throughout the term/semester for feedback from the instructor and classmates. An oral presentation will be required. *Prerequisite: Completion of all core courses (ADE 6600, ADE 6660, ADE 6670, ADE 6691) and at least four of the six required concentration classes. Students must obtain a 3.0 GPA before entering ADE 6699. Grading system is Pass/Fail.*

**Option II\*** is a 36-semester-hour program consisting of an 18-semester-hour core of required courses which includes the successful completion of a 6-semester-hour thesis. Additionally, an 18-semester-hour concentration is required. *Note: Option II may only be offered at an approved location with a fulltime Adult Education faculty member on site.*

*\*Thesis option is not available to eTROY students.*

### 36 Semester Hours

#### Required Core Courses: (18 sh):

ADE 6600	3	Foundations of Adult Education
ADE 6640	3	Social Context of Adult Education
ADE 6670	3	Adult Learning and Development
ADE 6691	3	Research Methodology (A grade of "B" or better is required)
ADE 6695	6	Thesis

### Select an approved concentration: (18 sh)

Students choosing this option must register for ADE 6695 (total of 6 credit hours) as their last two courses in the program. The thesis must be related to both the student's concentration area and adult education. The student must successfully research, write, and defend a thesis. This process involves directed research in selected areas of study based on the student's proposal, related to the student's needs, with the advice and approval of a thesis adviser and a faculty reader, and culminating in a substantive research paper of appropriate depth and scholarship. Students completing this option are not required to take the capstone course. *Prerequisite: Completed all core courses; completed at least four of the six required concentration classes. Students must obtain a 3.0 GPA before entering ADE 6695. Grading system is Pass/Fail.*

## Concentrations

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### Curriculum and Instructional Design

#### 18 Semester Hours

Location: eTROY, Montgomery

#### Concentration Purpose:

The M.S. in Adult Education with a concentration in Curriculum and Instructional Design equips graduates with the ability to analyze, design, develop, implement, and evaluate curricula for the education and training of adults in diverse learning situations. Both theoretical and practical aspects of adult learning, the instructional design process, teaching strategies, and educational evaluation are explored to provide a comprehensive program useful in designing instruction at multiple levels including community, post-secondary, workplace, or government applications.

#### Objectives:

Upon successful completion of the M.S. in Adult Education with a concentration in Curriculum and Instructional Design, graduates will be able to:

- Discuss the nature of the adult learner and the appropriate methods for teaching and evaluating adult learners.
- Apply the instructional design process to a variety of adult learning situations.
- Synthesize a client's unique education and training needs to create a contextually relevant and effective curriculum.

#### Concentration Courses:

ADE 6653	3	Educational Evaluation
ADE 6674	3	Methods and Strategies for Teaching Adults
ADE 6680	3	Curriculum Development for Adult Education
EDU 6613	3	Principles of Instructional Design
EDU 6614	3	Advanced Instructional Design

#### Advisor Approved Elective (3 sh)

### Instructional Technology

#### 18 Semester Hours

Location: eTROY

#### Concentration Purpose:

The M.S. in Adult Education with a concentration in Instructional Technology prepares graduates for an instructional technology profession based on their field of specialty such as teachers, trainers, instructional designers, training specialists, instructional media specialists, and other human services professionals. Graduates will be able to analyze, design, develop, implement, and evaluate curricula and instructional technologies for education and training in diverse learning situations. The focus will be on both theory and application of instructional technology as it relates to the graduate area of interest.

**Objectives:**

Upon successful completion of the M.S. in Adult Education with a concentration in Instructional Technology, graduates will be able to:

- Apply learning theories to instructional design.
- Select and develop instructional delivery systems.
- Integrate instruction with other factors that influence human performance.
- Use technology in support of the development and delivery of instruction.

**Concentration Courses:**

EDU 6606	3	Current and Emerging Instructional Technologies
EDU 6613	3	Principles of Instructional Design
EDU 6614	3	Advanced Instructional Design
EDU 6616	3	Distance Learning Strategies
EDU 6617	3	Graphic Design in Multimedia Instruction
EDU 6618	3	Advanced Multimedia Instruction

**Leadership Studies****18 Semester Hours****Location: eTROY****Concentration Purpose:**

The M.S. in Adult Education with a concentration in Leadership Studies emphasizes the development of 21st century leadership. It focuses on developing leaders who are globally-minded, proficient in technology, and who can apply and generate knowledge from real-world situations. The Leadership Studies concentration is designed for professionals who desire to develop leadership competencies and dispositions that can be applied in a variety of settings and situations, including private, non-profit, public, military, and healthcare industries.

**Objectives:**

Upon successful completion of the M.S. in Adult Education with a concentration in Leadership Studies, graduates will be able to:

- Interpret the psychological, legal, social, political, economic, and cultural environments of organizations.
- Utilize technology and empirical data to plan, develop initiatives, make decisions, and evaluate effectiveness.
- Model the dispositional and interpersonal skills necessary to provide effective organizational leadership.

**Concentration Courses:**

ADE 6641	3	Organizational Behavior and Group Dynamics
EAL 6609	3	Communication and Problem Solving
EAL 6633	3	Leadership
EAL 6653	3	Evaluation and Organizational Improvement
PA 6630	3	Strategic Planning

Select *ONE* of the following courses:

ADE 6617	3	Seminar in Personnel Planning and Leadership
EAL 6643	3	Administration of School Personnel
PA 6624	3	Public Human Resource Management

For students pursuing the MSADE degree with a dual concentration, a single course can be applied only one time to satisfy degree requirements.

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## GRADUATE CERTIFICATES IN ADULT EDUCATION

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**Students should consult the General Regulations section of the Graduate Catalog for additional information regarding Graduate School admission requirements, transfer credit, and other critical policies and procedures.**

*Students holding a graduate certificate in Adult Education (ADE) will not be recommended for any teacher/counselor/administrator certificate or license.*

Four (4) graduate certificates in Adult Education are available:

- Certificate in Curriculum and Instructional Design (CID)
- Certificate in Instructional Technology (IT)
- Certificate in Leadership Studies (LS)
- Certificate in Workforce Development (WD)

**Admissions Requirements**

Applicants pursuing the Graduate Certificate in 1) Curriculum and Instructional Design, 2) Instructional Technology, 3) Leadership Studies, and 4) Workforce Development must be admitted to the Graduate School and MSADE program. See Graduate Admissions and MSADE Admission requirements.

**Option 1: Special Admission Non-Degree Matriculates**

See Special Admission: Non-Degree matriculates requirements in the graduate catalog.

**Option 2: Admission for Current Students**

Student must be admitted to the Graduate School and the Master of Science in Adult Education program at Troy University. See Graduate Admission and the Master of Science in Adult Education program requirements.

**Option 3: Admission for Post-Master's Students**

Students who have graduated from a master's degree program at Troy University or another university may be admitted to the certificate program. See Post Master's Admission and Certificate Admission requirements in the graduate catalog. Admission is unconditional.

**Course Requirements (12sh)**

Admitted ADE students may qualify for a certificate by completing the four required courses and maintaining an overall 3.0 GPA or better in order to meet the certification requirement.

**\*\*For students pursuing a MSADE concentration along with a certificate, a single course can be applied only one time to satisfy the concentration or certificate requirements.** Due to overlapping courses, students may not earn a certificate that is comparable to their concentration. Faculty approval is required.

**Advisement**

Faculty advisement for the certificate program is required.

**Certificate Assessment –Exit Survey**

All students will complete an exit survey.

**Financial Aid**

Follow Graduate School guidelines.

**Guidelines/Procedures for Obtaining Certificate**

Students who wish to be issued a certificate must submit the following to the Chair of the Division of Education or designee:

1. Complete Certification Intent
2. Copy of transcript

Internal processing for certificate:

1. Division of Education Chair/designee collects certification intent form and student transcripts
2. Division of Education Chair/designee sends documents to registrar for processing of certificate

**Locations**

eTroy

**Certificate in Curriculum and Instructional Design****Performance Objectives:**

Upon completion of the ADE/CID certificate, students should be able to demonstrate the following competencies:

1. Describe unique aspects of adult learning and how these traits impact curriculum and instructional design for adult learners.
2. Explain prominent activities in the development of curricula and instructional materials associated with instructional systems design, instructional strategies, and learner characteristics.
3. Identify methods for evaluating adult education programs.

**Requirements (12sh)**

Admitted ADE students may qualify for the certificate by completing the four required courses and maintaining an overall 3.0 GPA or better in order to meet the certification requirement.

ADE	6670	3	Adult Learning and Development
ADE	6680	3	Curriculum Development for Adult Education
EDU	6613	3	Principles of Instructional Design

Select ONE of the following courses:

ADE	6674	3	Methods and Strategies for Teaching Adults
EDU	6616	3	Distance Learning Strategies

**\*Complete Certificate Assessment Exit Survey****Certificate in Instructional Technology****Performance Objectives:**

Upon completion of the ADE/IT certificate, students should be able to demonstrate the following competencies:

1. Describe some of the unique aspects of adult education in terms of development, learning theory, and/or historical foundations.
2. Develop curricula in systematic and practical ways to create effective, efficient, and appealing instruction in any content area and with any medium, including live instruction.
3. Incorporate state-of-the-art technologies and innovative strategies in adult education curricula.

**Requirements (12sh)**

Admitted ADE students may qualify for the certificate by completing the four required courses and maintaining an overall 3.0 GPA or better in order to meet the certification requirement.

ADE	6670	3	Adult Learning and Development
EDU	6606	3	Current and Emerging Instructional Technologies
EDU	6613	3	Principles of Instructional Design
EDU	6616	3	Distance Learning Strategies

**\*Complete Certificate Assessment Exit Survey****Certificate in Leadership Studies****Performance Objectives:**

Upon completion of the ADE/LS certificate, students should be able to demonstrate the following competencies:

1. Develop and implement an organizational vision.
2. Demonstrate the skills necessary for the development and implementation of short, long, emergency, and strategic plans.
3. Understand how organizations function and demonstrate an ability to utilize this knowledge with a wide variety of organizational stakeholders.
4. Understand personal development and personnel processes in order to build support for organizational change and progress.

**Requirements (12sh)**

Admitted ADE students may qualify for the certificate by completing the four required courses and maintaining an overall 3.0 GPA or better in order to meet the certification requirement.

EAL	6633	3	Leadership
ADE	6641	3	Organizational Behavior and Group Dynamics
COM	6600	3	Communication and Influence

Select ONE of the following courses:

ADE	6617	3	Seminar in Personnel Planning and Leadership
COM	6610	3	Leadership and Media Strategies
EAL	6653	3	Evaluation and Organizational Improvement

**\*Complete Certificate Assessment Exit Survey****Certificate in Workforce Development****Performance Objectives:**

Upon completion of the ADE/WD certificate, students should be able to demonstrate the following competencies:

1. Develop an understanding of workforce development policies and systems in the United States.
2. Develop skills in the collection, analysis, and interpretation of labor market data and trends.
3. Understand the needs, characteristics, and learning styles of the labor force.
4. Develop skills in the development, management, and evaluation of programs.
5. Develop an understanding of business models and concepts.

**Requirements (12sh)**

Admitted ADE students may qualify for the certificate by completing the four required courses and maintaining an overall 3.0 GPA or better in order to meet the certification requirement.

ADE	6610	3	Foundations of Workforce Development
ADE	6612	3	Workforce Management & Organizational Development

ADE 6670 3 Adult Learning and Development

Select *ONE* of the following courses:

PSY 6635 3 Vocational Psychology/Career Development

ADE 6680 3 Curriculum Development for Adult Education

*\*Complete Certificate Assessment Exit Survey*

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## MASTER OF SCIENCE (M.S.) SECOND LANGUAGE INSTRUCTION NON-CERTIFICATION PROGRAM

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***This is a non-certification program. Students holding this degree will not be recommended for any teacher/counselor/administrator certification or license. Students should consult the General Regulations section of the Graduate Catalog for additional information regarding Graduate School admission requirements, transfer credit, and other critical policies and procedures.***

### Purpose

The purpose of the Master of Science in Second Language Instruction (SLI) is to offer students an opportunity to acquire proficiency, knowledge and skills in the pedagogical process of teaching language to non-native speakers.

### Program Objectives

Upon successful completion of the Master of Science in Second Language Instruction, our students will demonstrate:

1. The professional skills and academic competencies required for second language instruction;
2. Knowledge of recent theories of how languages are structured and acquired;
3. Knowledge of and understanding of principles necessary to create and deliver appropriate lesson plans;
4. Knowledge of and ability to create appropriate assessments;
5. Knowledge of a wide range of research methodologies and how they relate to increased achievement for language learning students;
6. Knowledge of a wide range of cultural values and beliefs represented by different cultures and how they relate to increased achievement for all students.

### Admission Requirements

To apply for admission to the Master of Science in Second Language Instruction program, applicants must submit:

1. A completed Application for Admission to the Graduate School.
2. Must hold a baccalaureate degree in English or another language, sociology, education, psychology, journalism, linguistics or any language related discipline.
3. Official transcript(s) from all universities attended.
4. Two (2) letters of recommendation submitted in English from

former or current professors. The letters are expected to provide insights into the applicant's ability and aptitude for graduate study. If working, letters from colleagues will be accepted. See web request form at: <http://trojan.troy.edu/graduateschool/forms.html>

### Unconditional Admission

Students should meet the unconditional admission requirements for the Graduate School with the following exceptions:

1. Applicants must have achieved at least a 3.0 GPA on all undergraduate work.
2. Students must demonstrate a strong evidence of excellence in language skills by providing an essay on a topic in literature, writing, language, linguistics, education or any related field.

### Conditional Admission

Students entering the English as a Second Language Track must successfully satisfy one of the following:

1. Make a satisfactory score on the Test of English as a Foreign Language (TOEFL): TOEFL: IBT (internet based test) 80/ 213/ CBT (computer based test) 213/ PBT (paper based test) 550.
2. Make a satisfactory score on the International English Language Testing System (IELTS): score of 6.5
3. Make a satisfactory score on the ACT COMPASS ESL exam. To pass the ACT Compass ELS, a student must attain a total of 270 on the Listening, Reading and Grammar sections, with no individual score below 85, and a minimum score of 8 out of 12 on the writing test.

**Note:** The ACT Compass ESL may be taken only once.

### Transfer Credits

A maximum of 12 credit hours taken at another regionally accredited university with a grade of "B" or better can be applied to the MSSLI degree. These courses must be comparable in catalog description to courses in the MSSLI program and must be approved by the Dean of the College of Education.

### Academic Advisement

Faculty advisement for the program is required.

### Degree Requirements

1. Credit hours required in major courses: 27 semester hours
2. Credit hours required in support courses: 4 to 6 semester hours (*Capstone Option*)
3. Credit hours in required or free electives: None
4. Credit hours for thesis or dissertation: 4 to 6 semester hours (*Thesis Option*). Additional requirements such as preliminary qualifying examination, comprehensive examination, thesis, dissertation, practicum or internship, some of which may carry credit hours included in the list above.

### Curriculum

The MSSLI degree curriculum consists of 9 core required courses and 2 courses that consist of a choice of either the *Thesis Option* or the *Capstone Option*. All courses offer three semester hours (SH) of credit except the Practicum Course which offers 1 – 3 hours of

credit.

<i>Capstone Option</i>	
1.	Successfully complete 9 Core Courses (27 SH)
2.	Successfully complete a Practicum (1 – 3 SH)
3.	Successfully complete an approved capstone (3 SH)
<b>TOTAL 31 – 33 SH</b>	

<i>Thesis Option</i>	
1.	Successfully complete 9 Core Courses (27 SH)
2.	Successfully complete a Practicum (1 – 3 SH)
3.	Successfully complete a Thesis (3 SH)
<b>TOTAL 32 – 33 SH</b>	

SL 6610	3	Survey of SLA for SL Teachers
SL 6615	3	Intro to Linguistics
SL 6620	3	Survey of Sociolinguistics for Second Language Teachers
SL 6630	3	Principles, Techniques & Materials in SL Teaching
SL 6635	3	Methods & Approaches in SL Teaching
SL 6640	3	Teaching Language Skills
SL 6645	3	Grammar
SL 6653	3	Assessment & Evaluation
SL 6691	3	Research Methodology

Select Either the *Capstone Option* or the *Thesis Option*:

**Capstone Option**

9 Core Courses	27 SH
SL 6696	1-3 Practicum AND
SL 6699	3 Capstone

**TOTAL 31 – 33 SH**

**Thesis Option**

9 Core Courses	
SL 6696	1-3 Practicum
SL 6695	3 Thesis

**TOTAL 31 – 33 SH**

## EDUCATION SPECIALIST(Ed.S.) NON-CERTIFICATION PROGRAM

### Community Counseling (Ed.S.) Non-Certification Program

Students should consult the General Regulations section of the Graduate Catalog for additional information regarding Graduate School admission requirements, transfer credit, and other critical policies and procedures.

**30 Semester Hours****Location: Montgomery**

The Ed.S. in Community Counseling is restricted to students who hold a minimum 36-semester hour master's degree in counseling. It is not a program which is approved by the Alabama State Department of Education as a certification program.

**Goals:**

The Community Counseling program provides broader experiences in counseling. The knowledge base expands the student's exposure to theories of counseling, group leadership, and specialized areas of study.

**Objectives for Community Counseling Ed.S.:**

1. To expand knowledge of the functions, roles, professional identity, current trends/issues, professional organizations, and professional identity.
2. To expand sensitivity and skill in providing counseling services to diverse cultural populations.
3. To expand knowledge and skill in research.
4. To expand knowledge of principles, theories, and practices of community interventions.
5. To expand knowledge related to the general principles and practices of etiology, diagnosis, treatment, referral, and prevention of mental and emotional disorders and dysfunctional behavior.
6. To expand the ability to apply sound clinical and ethical judgment and skills.
7. To demonstrate psychological health and the ability to use high levels of self-awareness.

**Coursework: (30 Semester Hours)**

*Required Courses: (15 – 18 sh)*

CP	7702	3	Advanced Theories and Techniques of Counseling
CP	7700	3	Advanced Practicum in Group Leadership
CP	7753	1-6	Internship: Advanced Counseling
	7754		
	7755		
CP	7791	1-3	Research Seminar
	7792		
	7793		
CP	7794	3-6	Field Project
	OR		
CP	7795	3-6	Thesis
PSY	6693	3	Psychological and Educational Statistics

*Adviser Approved Electives: (12-15 sh)*

<b>COUNSELING AND PSYCHOLOGY PROGRAMS*</b>						
<b>Program Specialty</b>	<b>Hours</b>	<b>Alabama Campuses</b>				<b>Global Campus*</b>
		<b>Dothan</b>	<b>Montgomery</b>	<b>Phenix City</b>	<b>Troy</b>	
Clinical Mental Health Counseling	60	X	X	X	X	X
Rehabilitation Counseling	48	X	X	X	X	
School Counseling (M.S. Ed.)	48	X	X	X	X	
General Counseling (non-licensure; non-certification program)	36		X			X
Student Affairs Counseling	48				X	
Substance Abuse Counseling	48		X			
Addictions Counseling Certificate	15	X	X	X		X
Post Masters Certificate in Clinical Mental Health Counseling	15	X	X	X	X	X

\* Please refer to <http://admissions.troy.edu/> for specific program availability by location.

## **MASTER OF SCIENCE IN COUNSELING AND PSYCHOLOGY (M.S.C.P.)**

**Students should consult the General Regulations section of the Graduate Catalog for additional information regarding Graduate School admission requirements, transfer credit, and other critical policies and procedures.**

### **Accreditations**

The Clinical Mental Health Counseling program is accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP) at the following locations: Ft. Walton Beach, Montgomery, Orlando, Panama City/Tyndall AFB, Pensacola, Phenix City, Tampa, and Troy.

The School Counseling Program available at all four Alabama Campuses is accredited by both CACREP and by the Council for the Accreditation of Educator Preparation (CAEP). The School Counseling program is approved by the Alabama State Department of Education and lead to Alabama Class A certification.

The Rehabilitation Counseling Program offered at all four Alabama Campuses are accredited by the Council on Rehabilitation Education (CORE).

Troy Global Campus College of Education students must meet all specialized accreditation requirements to be classified as graduates of specialized accredited programs (NCATE, CACREP, and CORE). Up to 12 hours of coursework completed at a site/university with the appropriate specialized accreditation may be considered for application toward program completion. See Transfer Credit Section for additional information.

### **Counseling and Psychology Mission Statement**

The mission of the Department of Counseling and Psychology is to educate, develop and train counseling and psychology professionals by utilizing the highest external standards set by state and national licensing/certifying boards. Counselor education faculty design and deliver counseling programs through a variety of instructional modalities. The counseling degree pro-

grams provide graduate education at regional and state locations. The program seeks students from diverse populations.

### **Goals and Objectives**

Students graduating from Troy University's counseling programs should:

1. Obtain knowledge and understanding of the identity, roles, history, philosophy, credentials, licensure, legal/ethical, current trends, practices, supervision models, collaboration-crisis-trauma concepts, and self-care strategies related to the counseling profession.
2. Gain knowledge and understanding of program evaluation and research methodology to include application, evaluation and analysis of quality research and effective counseling programs.
3. Develop personal and professional dispositions to effectively analyze and evaluate ethical, legal, diverse, and best practice issues related to the counseling profession.
4. Develop counseling abilities to analyze, evaluate. Apply and create treatment methodologies, therapeutic interventions, assessment techniques, effective cultural strategies, and other abilities that apply to the practice of counseling in school, agency clinical and community settings.
5. Demonstrate analysis, evaluation and application of core counseling concepts as applied to the knowledge of professional identity and practice.

### **Counseling and Psychology Admission Policy**

In addition to meeting graduate school admissions requirements, the student is required to have the following:

1. Three specified reference forms/letters to include one from the applicant's undergraduate adviser, department chair or dean, most recent employer, and a person chosen by the applicant. If the applicant is unable to obtain references regarding educational or employment history, selected individuals may be approved by the Graduate Counseling Admissions Committee. These references must attest to the applicant's potential in forming effective interpersonal relationships, aptitude for graduate study, appropriate vocational goals relevant to the program, and personal and professional self-development as well as other relevant information to be determined by the program faculty.

2. A resumé that includes personal information and professional portfolio regarding topics such as, but not limited to, educational and work history, personal and professional goals, professional affiliations, awards, articles, and references.
3. Individual and/or group interviews conducted by members of the program faculty to assess the following topics: appropriateness of academic history, work history, relationships in individual and group contexts, vocational goals and objectives and their relevance to the program, each applicant's openness to self-examination, personal and professional self-development, and other factors deemed relevant by the program faculty regarding successful performance as a graduate student and as a counselor.
4. Evidence of academic skills deemed essential by the program faculty to include, but not limited to, written and oral communication, comprehension and critical analysis of professional literature, basic use of the library, Internet, and other information systems, and competence in statistics and relevant mathematics.
5. Approval of the Graduate Counseling Admissions Committee for the department within the parameters established by the College of Education and the Graduate Council.

For conditionally admitted students, a Plan for Proving Graduate Status (PPGS) shall be developed during the student's first semester/term of enrollment. The PPGS may include

- specific undergraduate or graduate courses as prerequisites,
- retaking entrance exams, and
- proficiency examinations and/or work samples, papers, projects or other measures of performance.

The required level of performance for the PPGS shall be communicated to the student in writing with a designated completion deadline. Students who are conditionally admitted may take for graduate credit only courses that are approved in the PPGS. Conditionally admitted students must complete all requirements specified in the PPGS and maintain a grade of "B" or better on each course attempted within the first nine hours of graduate work.

Those students who do not meet the requirements described in item four above (evidence of academic skills) but who meet all other requirements for unconditional or conditional admission shall also develop a PPGS. These students may be admitted conditionally subject to the requirements and time period specified in the PPGS. Such students must also complete all requirements specified in the PPGS and maintain a 3.0 (4.0) scale grade point average on each course attempted within the first nine hours of graduate work.

Students must complete all admission requirements prior to registering for any graduate courses. However, those students who are required to develop a PPGS due to deficiencies in academic skills may have additional time as specified in the PPGS to remediate those deficiencies. If the student fails to meet all admission requirements within the time specified in the PPGS, the student will be withdrawn from classes with no credit.

### **Counseling Program Guidelines**

1. **Required Hours.** Students enrolled in programs in Counseling and Psychology must complete 60% of required hours (excluding internship and/or practicum) at the site where internship and/or practicum are completed. (Required hours to be completed at internship/practicum location 60 hour program—10 courses; 48 hour programs-8 courses; 36 hour program-7 courses) Students should see their academic adviser for specific requirements.
2. **Internships/Practicum.** Students are required to complete supervised internship and practicum courses at the same campus.
3. **Comprehensive Examination.** Student must pass a written

comprehensive examination for completion of counseling and psychology programs. For more detailed information, please consult the *Counseling Programs Student Handbook*.

4. **Student Handbooks.** Students enrolled in Counseling programs are required to follow all policies, procedures, guidelines and regulations stated in the *Counseling Programs Student Handbook* and the *Practicum/Internship Handbook*. These two handbooks are common for all campuses. A third common handbook, *Supervisor's Manual*, is provided to professionals supervising practica and internships.
5. **Research Requirement.** Students enrolled in the Counseling and Psychology programs are required to take CP 6691 Research Methods only at Troy University. This course may not be substituted with another Troy University research course or one transferred from another university.

### **Counseling and Psychology Programs**

#### **CLINICAL MENTAL HEALTH COUNSELING 60 sh**

**Locations: Augusta, Dothan, Ft. Walton Beach, Montgomery, Orlando, Panama City/Tyndall AFB, Pensacola, Phenix City, Troy, and Tampa**

#### **Mission Statement:**

The Clinical Mental Health Program is designed to train mental health counselors. This 60-semester hour program has been tailored to meet educational standards for state licensure and national counseling credentials.

The program is designed to provide students with knowledge of theory, application of counseling skills to various agency populations, knowledge of both normal and pathological development and behavior, and expertise in treatment planning.

#### **Objectives for Clinical Mental Health Counseling:**

The Clinical Mental Health Counseling Program seeks to prepare graduates who have achieved the following:

1. An in-depth knowledge of professional ethics, including an understanding of ethical issues and applications
2. An active professional identity as evidenced by participating in professional associations, such as the American Counseling Association
3. A strong knowledge base regarding counseling facilitation skills, theories, and techniques
4. An understanding of human development, both normal and abnormal
5. Culturally sensitive skills to ensure the ability to work with diverse populations
6. An understanding of career development and related life factors
7. An understanding of theoretical and experiential concepts of group work
8. An understanding of individual and group approaches to assessment and evaluations
9. An understanding of research methods, statistical analysis, needs assessment, and program evaluation

#### **Coursework for Clinical Mental Health Counseling (60 sh)**

*Required Courses: (51 sh)*

CP	6600	3	Professional Orientation & Ethics
CP	6601	3	Legal, Ethical, and Professional Standards
CP	6605	3	Foundations of Mental Health Counseling
CP	6610	3	Facilitation Skills and Counseling Techniques
CP	6642	3	Group Dynamics and Counseling
CP	6649	3	Theories of Counseling
CP	6691	3	Research Methodology

PSY	6635	3	Vocational Psychology and Career Development
PSY	6645	3	Evaluation and Assessment of the Individual
PSY	6668	3	Human Lifespan and Development
PSY	6669	3	Behavior Pathology
PSY	6670	3	Diagnosis and Treatment Planning
CP	6650	3	Practicum (100 hours)
CP	6651	3	Counseling Diverse Populations
CP	6656	3	Marriage, Family & Sex Therapy Counseling
CP	6659	3	Internship: Mental Health (300 hours)
CP	6660	3	Internship: Mental Health (300 hours)

**Select Option I or Option II below: (9 sh)\*****\*Option I (Required for licensure in Florida)**

\*CP 6634 3 Drug Education, Prevention, and Intervention  
6 Hours of adviser approved electives

**OR****Option II**

9 sh of Adviser-approved electives

**REHABILITATION COUNSELING 48 sh**

**Locations: Dothan, Montgomery, Phenix City, Troy**

The Rehabilitation Counseling program at Troy University is fully accredited by the Council on Rehabilitation Education (CORE) through 2015 ([www.core-rehab.org](http://www.core-rehab.org)). Students are admitted each semester. Those interested in applying should complete an application at [www.troy.edu](http://www.troy.edu). The Rehabilitation Counseling program was awarded the RSA Long Term Training Grant in 2005 and again in 2010. This grant makes scholarships available to Rehabilitation Counseling students who intend to work in a nonprofit rehabilitation setting. Any student interested in applying for the scholarship should contact his or her advisor for an application and further details on the scholarship.

Student outcomes are evaluated using common assignments in all required courses. In addition, students must complete a program midpoint evaluation and a final dispositions evaluation during their last internship. All student outcome evaluations are based on CORE standards and data is collected using LiveText. Students must also successfully pass a comprehensive exam prior to graduation. Students enrolled in the rehabilitation counseling program can opt to take the CPCE or CRC exam for their comprehensive exam.

The Rehabilitation Counseling program is offered on the Dothan, Montgomery, Phenix City and Troy campuses. There are six faculty members who are Certified Rehabilitation Counselors (CRC). As of Spring 2013, Troy University has 87 students (full and part time students combined) on the four campuses. Approximately 84% of the students are from underrepresented groups, including those with disabilities. In 2012, a total of 16 students graduated from the program. These graduates work in a variety of settings including state rehabilitation agencies (Alabama, Florida, and Georgia), the VA, and community rehabilitation programs.

Further information regarding enrollment, retention, graduation rate, and employment of students can be obtained from the program coordinator. In addition, Troy University publishes the Fact Book annually which gives enrollment and graduation rates for all programs at the university.

**Mission Statement:**

The mission of the Troy University Rehabilitation Counseling program is to prepare rehabilitation counselors to provide rehabilitation services designed to assist individuals with disabilities to achieve their maximum potential. In addition, services will be provided to rehabilitation agencies and programs, and research related to rehabilitation will be pursued. The Troy University program leads to a Master of Science degree with a specialty in Rehabilitation Counseling. Students may choose an em-

phasis area in either hearing or visual impairment. Upon graduation, students will have the basic foundational knowledge, skill and experiences necessary to enter the profession of rehabilitation counseling and practice as rehabilitation counselors.

**Objectives for Rehabilitation Counseling:**

To prepare master's-level rehabilitation counselors who

1. understand and follow the Code of Professional Ethics for Rehabilitation Counselors;
2. know the laws that affect individuals with disabilities and are able to advocate for the rights of those individuals;
3. understand the concept of choice, self-advocacy and self-determination, and promote these concepts throughout the rehabilitation process;
4. value the worth and dignity of all individuals and view individuals with disabilities as equal partners in the rehabilitation process;
5. demonstrate the ability to practice counseling techniques, job placement skills, and career strategies that will assist individuals with disabilities to develop the skills and competencies they need to function effectively in society; and
6. know the technology and accommodations that are available to provide individuals with disabilities access to work, leisure, and school activities.

To continuously update the Rehabilitation Counseling Specialty by

1. encouraging communication, feedback, and evaluation between faculty, students, and community resources to promote quality programmatic improvement;
2. providing a balanced curriculum of knowledge and skill development that is consistent with the requirements of the Council on Rehabilitation Education (CORE);
3. promoting research by students and faculty in the area of rehabilitation counseling; and
4. promoting participation in local, state and national professional rehabilitation and counseling associations.

**Coursework for Rehabilitation Counseling (48 sh)****Required Courses (45 sh)**

CP	6600	3	Professional Orientation and Ethics
CP	6610	3	Facilitation Skills and Counseling Techniques
CP	6649	3	Theories of Counseling
PSY	6645	3	Evaluation and Assessment of the Individual
CP	6691	3	Research Methodology
CP	6651	3	Counseling Diverse Populations
PSY	6635	3	Vocational Psychology and Career Development
PSY	6668	3	Human Lifespan and Development
CP	6650	3	Practicum (100 hours)
CP	6670	3	Internship: Rehabilitation Counseling (300 hours)
CP	6671	3	Internship: Rehabilitation Counseling (300 hours)
PSY	6688	3	Medical/Psychosocial Aspects of Disability
CP	6652	3	Rehabilitation Delivery and Process
CP	6686	3	Job Development and Placement
CP	6642	3	Group Dynamics and Counseling

**Select one (adviser approval required): (3 sh)**

PSY	6664	3	Assessment of Disabling Conditions
CP	6687	3	Placement of Special Disability Groups
CP	6680	3	Seminar: Counseling Approaches to Working with Hearing Impairments
CP	6681	3	Seminar: Counseling Approaches to Working with Visual Impairments

*Or Adviser-Approved Elective in Rehabilitation Counseling*

## SCHOOL COUNSELING 48 sh

**Locations: Dothan, Montgomery, Phenix City, Troy**

**Mission Statement:**

The School Counseling Program is designed to train graduate level students as school counselors. The program meets Alabama State Department of Education guidelines for school counselor certification and follows guidelines of Council for Accreditation of Counseling and Related Programs. The curriculum is designed to train school counselors in the knowledge of theory, application of counseling skills in working with K-12 grade level students, knowledge of program development, foundations, and implementation of comprehensive guidance programs, development of professional and personal dispositions, advocacy of children and adolescents, and development of graduate students to become professional school counselors.

**Objectives for School Counseling:**

1. To develop knowledge of the foundations of school counseling to include history, philosophy, current trends/issues, models, role, functions, professional identity, leadership/advocacy strategies and legal and ethical issues.
2. To develop skills in technology as applied to school counseling.
3. To develop sensitivity to provide counseling to diverse school populations and skills to identify barriers that may impede academic, career, and personal/social development of students.
4. To develop skills in comprehensive guidance program development (e.g. ASCA National Model) to include needs assessments, program development and program evaluation.
5. To develop skills related to academic and behavioral assessment of students and interpretation of assessment results to administrators, parents and students.
6. To develop knowledge of understanding the influence of multiple factors (family dynamics, violence, abuse, disorders, substance abuse, anxiety, depression) that impact school age students.
7. To develop knowledge and skills in counseling to include individual, group, crisis management and classroom guidance
8. To develop knowledge and skills in collaboration and consultation to effectively work with community agencies, parents, teachers and other school personnel.
9. To develop knowledge and skills in conducting programs designed to enhance students' academic, personal/social, career and other developmental needs of students.
10. To understand the effects of health/wellness, atypical growth and development and resiliency on school age children.
11. To develop school emergency management plans and understand the role of the school counselor during crises, disasters and other trauma-causing events.
12. To develop knowledge in counseling, prevention and intervention including theories of effective counseling, techniques of counseling, treatment planning, and strategies for identifying student strengths and weaknesses to deal with problems.
13. To develop an understanding of research and evaluation including research relevant to the practice of school counseling, program evaluation, accountability, outcome data and best practices.
14. To develop knowledge of the relationship of the school counseling program to the academic mission of the school and skills for teaching counseling and guidance-related curricula.
15. To develop knowledge of the qualities, principles and skills of effective leadership in schools and to understand the role of the school counselor as system change agent.
16. To understand and have knowledge of student services such as

the Individual Education Plans (IEP), the 504, and the Student Support Team (SST).

**Additional School Counseling Requirements:**

1. Hold a valid Teaching Certificate in any field. Temporary, provisional, and other nonrenewable certifications are not acceptable. (See below for admission option for students without a current Teaching Certificate).
2. To complete certification requirements, students also must have two years of professional experience.

**Note:** Candidates are restricted to six hours of graduate coursework prior to admission to the Graduate Teacher Education Program (GTEP) School Counseling.

**Admission to CACREP Accredited School Counseling Program without Teaching Certificate**

(Option offered by Alabama State Department of Education):

1. Students who have an earned bachelor's degree from a regionally accredited college or university but who did not complete a bachelor's or master's degree professional educator preparation program may apply for admission to a Troy University CACREP accredited school counseling program.
2. Students applying to the program must meet all University and Counseling & Psychology program admission requirements as outlined in this catalog.
3. Background check.

**Coursework for School Counseling****48 Semester Hours**

*Required Courses: (45sh)*

CP	6600	3	Professional Orientation and Ethics
CP	6610	3	Facilitation Skills and Counseling Techniques
CP	6642	3	Group Dynamics and Counseling
CP	6645	3	Current Trends in School Counseling
CP	6649	3	Theories of Counseling
CP	6691	3	Research Methodology
CP	6651	3	Counseling Diverse Populations
CP	6641	3	School Counseling Program Management
PSY	6606	3	Interventions for Children and Adolescents
PSY	6645	3	Evaluation and Assessment of the Individual
PSY	6668	3	Human Lifespan and Development
CP	6650	3	Practicum (100 hours)
CP	6657	3	Internship: School Counseling (300 hours)
CP	6658	3	Internship: School Counseling (300 hours)
PSY	6635	3	Vocational Psychology and Career Development

**Electives**

*Students must take one advisor approved elective (3sh)*

*\*Students who have not taken the survey of special education course are required to take that course.*

**GENERAL COUNSELING\*****36 sh**

**Locations: Ft. Walton Beach, Montgomery, Orlando, Panama City/Tyndall, Pensacola, and Tampa**

**\*This is a non-licensure / non-certification degree.**

**Mission Statement:**

The General Counseling Program is designed to train social

service providers. This 36-semester-hour program has been tailored to meet needs of individuals interested in providing social services in settings that do not require licensure.

The program is designed to provide students with knowledge of theory and application of counseling skills particularly as it relates to providing general counseling.

### **Coursework for General Counseling**

#### **36 Semester Hours**

*Required Courses: (30 sh)*

CP	6600	3	Professional Orientation and Ethics
CP	6642	3	Group Dynamics and Counseling
PSY	6645	3	Evaluation and Assessment of the Individual
CP	6649	3	Theories of Counseling
CP	6651	3	Counseling Diverse Populations
CP	6655	3	Practicum: General Counseling (100 hours)
CP	6691	3	Research Methodology
PSY	6635	3	Vocational Psychology and Career Development
CP	6610	3	Facilitation Skills & Counseling Techniques
PSY	6668	3	Human Lifespan and Development

*Adviser-Approved Electives: (6 sh)*

### **STUDENT AFFAIRS COUNSELING 48 sh**

**Location: Troy**

#### **Mission Statement:**

The mission of the Troy University Student Affairs Counseling program is to prepare student affairs counselors to provide competent professional service in all areas of student services counseling at the post-secondary level. Upon graduation, students will have foundational knowledge of the theories of student development and of the characteristics, needs, and programs required to assist students in higher education. Students will also have the basic skills and experience in assessment, services, and administration of student affairs departments to enter the profession of Student Affairs Counseling.

#### **Objectives for Student Affairs Counseling:**

1. Develop knowledge of the foundations of the student affairs profession to include history, philosophy, current trends/issues, functions, and legal and ethical considerations.
2. Develop knowledge and sensitivity to provide counseling services to students from diverse populations.
3. Develop knowledge and skills in conducting student affairs programs to provide the academic, social and career environments that promote student success.
4. Develop skills related to assessment of students and the college environment and interpretation of assessment results to administrators, students and faculty.
5. Develop skills in consultation to include working with faculty, professional staff, and student families in areas related to student development and welfare.
6. Develop skills in technology as applied to student affairs services.
7. Develop knowledge and skills of theories, models, and practices of leadership, organizational management, and program development.

### **Coursework for Student Affairs Counseling**

#### **48 Semester Hours**

*Required Courses: (30 sh)*

CP	6600	3	Professional Orientation and Ethics
CP	6610	3	Facilitation Skills and Counseling Techniques
CP	6642	3	Group Dynamics and Counseling
CP	6649	3	Theories of Counseling

CP	6651	3	Counseling Diverse Populations
CP	6691	3	Research Methodology
PSY	6668	3	Human Lifespan Development
PSY	6645	3	Evaluation and Assessment of the Individual
PSY	6635	3	Vocational Psychology and Career Development
CP	6650	3	Practicum (100 hours)

*Specialty Courses: (12 sh)*

CP	6636	3	Foundations of Student Affairs
CP	6637	3	Administration of Student Affairs Programs
CP	6638	3	Internship: Student Affairs Counseling (300 hours)
CP	6639	3	Internship: Student Affairs Counseling (300 hours)

*Advisor Approved Electives : (6 sh)*

### **SUBSTANCE ABUSE COUNSELING 48 sh**

**Location: Montgomery**

#### **Mission Statement:**

The Substance Abuse Counseling Program is designed to train substance abuse counselors. This 48-semester-hour program has been tailored to meet educational standards for state licensure and national counseling credentials.

The program is designed to provide students with adequate knowledge of theory, application of counseling skills particularly as it relates to substance abuse counseling, knowledge of both normal and pathological development and behavior, and expertise in treatment planning.

#### **Objectives for Substance Abuse Counseling:**

1. To develop knowledge of the foundations of the counseling profession to include history, current trends/issues, roles, functions, and professional identity. The program is designed to provide students with adequate knowledge of theory, application of counseling skills particularly as it relates to substance abuse, knowledge of both normal and pathological development and behavior, and expertise in treatment planning.
2. To develop knowledge of commonly abused drugs, the physiological and psychological implications related to substance abuse, drug abuse prevention and intervention.
3. To develop knowledge and skills in technology as it is applied to psycho- educational presentations and general counseling, as well as understanding the limitation of technology as it applies to counseling.
4. To develop sensitivity and skill in providing counseling services to diverse cultural populations.
5. To develop knowledge and skill in research to include the capacity for being a consumer of research data, and the ability to contribute to program evaluation.
6. To develop sound clinical and ethical judgment and skills.
7. To develop knowledge and skill in consultation and cooperation with other counseling agencies and professionals.
8. To promote counselor accountability and professional credibility.
9. To demonstrate psychological health and the ability to use high levels of self awareness.

### **Coursework for Substance Abuse Counseling**

#### **48 Semester Hours**

*Required Courses: (39 sh)*

CP	6600	3	Professional Orientation and Ethics
CP	6610	3	Facilitation Skills and Counseling Techniques
CP	6649	3	Theories of Counseling

CP	6642	3	Group Dynamics and Counseling
PSY	6669	3	Behavior Pathology
PSY	6645	3	Evaluation and Assessment of the Individual
CP	6665	3	Internship: Addictions Counseling
CP	6666	3	Internship: Addictions Counseling
CP	6691	3	Research Methodology
CP	6651	3	Counseling Diverse Populations
PSY	6635	3	Vocational Psychology and Career Development
PSY	6668	3	Human Lifespan and Development
CP	6650	3	Practicum (100 hours)

Select *THREE* courses from the following: (9 sh)

CP	6602	3	Seminar in the Prevention/Treatment of Chemical Dependency
CP	6616	3	Treatment of Addictive Family Diseases
CP	6617	3	Treatment Theories and Modalities of Addictive Diseases
CP	6634	3	Drug Education, Prevention, and Intervention
PSY	6610	3	Physiological Dynamics of Alcohol and other Drugs

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## GRADUATE CERTIFICATE IN ADDICTIONS COUNSELING

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**Students should consult the General Regulations section of the Graduate Catalog for additional information regarding Graduate School admission requirements, transfer credit, and other critical policies and procedures.**

**Locations: Augusta District, Dothan Campus, eTROY, Ft. Walton Beach District, Montgomery Campus, Orlando District, and Phenix City Campus**

### Mission Statement:

The graduate certificate program is designed to provide Counseling and Psychology students with adequate knowledge of theory, application of counseling skills particularly as it relates to addictions counseling, knowledge of both normal and pathological development and behavior, and expertise in diagnosis and treatment planning.

### Admission Requirements

#### *Option 1: Admission for Current Students*

Students must be admitted to the Graduate School and the Master of Science in Counseling and Psychology program at Troy University. See Graduate Admissions and the Master of Science in Counseling and Psychology program requirements.

#### *Option 2: Admission for Post-Master's Students — Completed Master's in Counseling (48 sh minimum)*

Students who have graduated from a master's degree counseling program (minimum 48 semester hours) at Troy University or another university may be admitted to the certificate program. See *Post Master's Admission and Certificate Program Admission Requirements* in the graduate catalog. Admission is unconditional.

Additional requirements for Option 2:

- completion of a master's in counseling degree program that required 48 semester hours or equivalent.
- degree is from a regionally accredited university
- degree in counseling must have included a counseling

clinical practicum and internship

- two letters of professional reference

### Course Requirements

Students admitted to the Addictions Counseling Certificate Program may qualify for the Certificate by completing five (5) specified courses or 15 semester hours with an overall 3.0 grade point average or better.

*Required Courses: (6 sh)*

CP	6665	3	Internship: Addictions Counseling
CP	6666	3	Internship: Addictions Counseling

Select *THREE* courses from the following: (9 sh)

CP	6602	3	Seminar in the Prevention/Treatment of Chemical Dependency
CP	6616	3	Treatment of Addictive Family Diseases
CP	6617	3	Treatment Theories and Modalities of Addictive Diseases
CP	6634	3	Drug Education, Prevention, and Intervention
PSY	6610	3	Physiological Dynamics of Alcohol and other Drugs

### Other Requirements

Students who wish to be issued a certificate must submit the following to their home campuses:

- Certification Intent
- Copy of student transcript

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## POST-MASTER'S CERTIFICATE IN CLINICAL MENTAL HEALTH COUNSELING

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**Students should consult the General Regulations section of the Graduate Catalog for additional information regarding Graduate School admission requirements, transfer credit, and other critical policies and procedures.**

**Locations: Augusta District, Dothan Campus, Ft. Walton Beach District, Montgomery Campus, Orlando District, Phenix City Campus, Troy Campus**

### Mission Statement

The Post-Master's Certificate in Clinical Mental Health Counseling is designed to provide post-master's counseling students with advanced concentration of theory and application skills specifically related to clinical mental health counseling with a conceptual framework of both normal and pathological development and behavior, as well as, expertise in diagnosis and treatment planning for mental health disorders.

### Rationale

The Post-Masters Certificate in Clinical Mental Health Counseling provides an opportunity for current Masters level counselor to enhance their clinical skill set and expand their professional expertise.

**NOTE:** This is not a CACREP accredited certificate program.

## **Admission Requirements**

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### **Option I:**

Students who have graduated with a 48 semester hours Masters Degree in Counseling and Psychology from Troy University may be admitted for the Post-Masters certificate. The 48 hours Masters Degree in Counseling must have included a minimum of at least one Clinical Practicum or Internship. Admission is unconditional. Additional requirements for Option I:

- Two letters of professional reference
- Letter of intent
- Resume
- Admission Interview

### **Option II:**

Students who have graduated with a 48 semester hours Masters Degree in Counseling and Psychology from another regionally accredited university may be admitted to the Post-Masters certificate. The 48 semester hours Masters Degree in Counseling must have included at least one Clinical Practicum and/or Internship. Admission is unconditional. Additional requirements for Option II:

- Two letters of professional reference
- Letter of intent
- Resume
- Admission Interview

### **Option III:**

Students who have graduated with less than a 48 hours Masters Degree in Counseling and Psychology from Troy University or another regionally accredited university may be admitted to the Post-Masters certificate upon completion of prerequisites that are

equivalent to a 48 hour program. Admission is unconditional. Additional requirements for Option III:

- Two letters of professional reference
- Letter of intent
- Resume
- Admission Interview

### **Coursework**

*Required Courses: (6sh)*

- CP 6650 (3) Practicum: Clinical Mental Health Counseling (100 hours)\* or if previously taken, an advisor approved elective
- CP 6661 (3) Internship: Clinical Mental Health Counseling

*Elective: (9sh)*

- CP 6601 (3) Legal, Ethical, and Professional Standards
- CP 6605 (3) Foundations of Mental Health Counseling
- PSY 6644 (3) Bio-Psychology
- PSY 6670 (3) Diagnosis and Treatment Planning\*
- CP 7740 (3) Theories of Counseling Supervision

\*Must have successfully completed a graduate level counseling course in Behavior Pathology.

### **Other Requirements**

Students who wish to be issued a certificate must submit the following to their home campus:

1. Certification Intent
2. Certificate Plan and Progress Report
3. Copy of transcript
4. Recent passing score on the CPCE or NCE

2015-2016

**TROY UNIVERSITY**  
**M.S.Ed.: Elementary Education - Grades K-6**  
**Certification / Traditional Program**  
 Graduate Degree Plan / Degree Audit  
**36 Semester-Hour Program**

TROY Publication 384-276  
 Revised 3/2015  
 Page 1 of 2

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

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

**CERTIFICATION VERIFICATION:** List all professional educator certificates held and attach a copy of each to this degree plan. Candidates for the M.S. Degree Program in Elementary Education **MUST** hold valid certification in Elementary Education (Grades K-6) at the bachelor's level.

Certificate Type/Class	Discipline	Hrs	Grade Level	Valid Period	Issuing Date
_____	_____	_____	_____	_____ to _____	_____
_____	_____	_____	_____	_____ to _____	_____
_____	_____	_____	_____	_____ to _____	_____

**REQUIRED CORE COURSES: (18 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
EDU 6629	The Master Teacher	3			
PSY 6631	Psychological Foundations of Education	3			
SPE 6630	Collaboration for Inclusion	3			
EDU 6691	Research Methodology	3			
EDU 6653	Educational Evaluation	3			
EDU 6611	Educational Technology in the Curriculum	3			

**TEACHING FIELD: (18 Semester Hours)** Select 12 SH of adviser-approved ELE courses. Select 6 SH of additional adviser-approved ELE courses or other adviser-approved courses in the discipline (e.g. EDU, ECE, SPE, RED). [At least 9 SH must be at the 6000 level.]

		3			
		3			
		3			
		3			
		3			
		3			

**ADDITIONAL REQUIRED COURSES ONLY IF NOT PREVIOUSLY COMPLETED: (3 Semester Hours)**

	Special Education Survey Course	3			
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M.S. in Elementary Education - Grades K-6

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**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Prerequisites
- Admission to the Graduate Teacher Education Program (GTEP)
- Internship
- Required examinations for certification
- Application for teacher certification
- Degree Requirements
- Other

ADMISSION STATUS:	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**M.S.Ed.: Collaborative Teacher Education - Grades K-6**  
**Certification / Traditional Program**  
 Graduate Degree Plan  
**36 Semester-Hour Program**

TROY Publication 384-277  
 Revised 3/2015  
 Page 1 of 2

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

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

**CERTIFICATION VERIFICATION:** List all professional educator certificates held and attach a copy of each to this degree plan. Candidates for the traditional M.S. in Collaborative Teacher Education **MUST** hold valid professional educator certification at the bachelor's level.

Certificate Type/Class	Discipline	Hrs	Grade Level	Valid Period	Issuing Date
_____	_____	_____	_____	_____ to _____	_____
_____	_____	_____	_____	_____ to _____	_____
_____	_____	_____	_____	_____ to _____	_____

**REQUIRED CORE COURSES: 15 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
EDU 6629	The Master Teacher	3			
SPE 6610	Research Trends and Issues in Special Education	3			
SPE 6630	Collaboration for Inclusion	3			
SPE 6632	Assessment and Individual Programming	3			
	SPE 6635-Meeting Instructional Needs Through Technology (or other adviser-approved technology course in the discipline)	3			

**SELECT ONE : (3 Semester Hours)**

PSY 6631	Psychological Foundations of Education	3			
EDU 6645	Nature of Intelligence	3			

**TEACHING FIELD: (12 Semester Hours)**

SPE 6614	Adaptive Teaching Strategies for Students with Mild Disabilities (K-6)	3			
SPE 6615	Adaptive Teaching Strategies for Students with Moderate/Severe Disabilities (K-6)	3			
SPE 6616	Teaching Students with Emotional and Social Needs	3			
SPE 6631	Legal Issues in Special Education	3			

**SELECT ONE : (3 Semester Hours)**

SPE 6694	Collaborative Teacher K-6 Practicum	3			
SPE 6699	Collaborative Teacher K-6 Initial Practicum (Required for initial certification in Collaborative Teacher K-6)	3			
SPE 6697	Field Based Research Project	3			

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**SELECT ONE : (3 Semester Hours)**

RED 6670**	Advanced Study of Literacy ** Required if not ECE, ELE or Reading Specialist certified	3			
	Adviser Approved Elective	3			

**ADDITIONAL CERTIFICATION REQUIREMENTS:** *Only if not previously completed*

	Special Education Survey Course	3			
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**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Admission to the Graduate Teacher Education Program (GTEP)
- Required examinations for certification
- Application for teacher certification
- Degree Requirements
- Other

ADMISSION STATUS:	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**M.S. : Collaborative Teacher Education - Grades 6-12**  
**Certification / Traditional Program**  
 Graduate Degree Plan / Progress Report  
**36 Semester-Hour Program**

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 Revised 3/2015  
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Name  Student ID#  Campus   
 Address  Email

**CERTIFICATION VERIFICATION:** List all professional educator certificates held and attach a copy of each to this degree plan. Candidates for the traditional M.S. in Collaborative Teaching (Grades 6-12) **MUST** hold valid professional educator certification at the bachelor's level.

Certificate Type/Class	Discipline	Hrs	Grade Level	Valid Period	Issuing Date
_____	_____	_____	_____	_____ to _____	_____
_____	_____	_____	_____	_____ to _____	_____
_____	_____	_____	_____	_____ to _____	_____

**DEGREE REQUIREMENTS:**

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

**REQUIRED CORE COURSES: (15 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
EDU 6629	The Master Teacher	3			
SPE 6610	Research Trends and Issues in Special Education	3			
SPE 6630	Collaboration for Inclusion	3			
SPE 6632	Assessment and Individual Programming	3			
SPE 6635	Meeting Instructional Needs Through Technology (or adviser approved Technology course in discipline)	3			

**TEACHING FIELD: (12 Semester Hours)**

SPE 6609	Content Enhancement	3			
SPE 6620	Service Delivery Models for Multiple Disabilities	3			
SPE 6616	Teaching Students with Emotional and Social Needs	3			
SPE 6631	Legal Issues in Special Education	3			

**SELECT ONE: (3 Semester Hours)**

PSY 6631	Psychological Foundations of Education	3			
EDU 6645	Nature of Intelligence	3			

**SELECT ONE: (3 Semester Hours)**

SPE 6695	Collaborative Teacher (6-12) Practicum	3			
SPE 6698	Collaborative Teacher (6-12) Initial Practicum (for Initial Certification)	3			
SPE 6697	Field Based Research Project	3			

**SELECT ONE: (3 Semester Hours)** Select the Reading Course **OR** a 3 SH adviser approved elective.

RED 6670*	Advanced Study of Literacy	3			
	Adviser Approved Elective	3			

\* Required if not ECE, ELE, or Reading Specialist certified

**ADDITIONAL REQUIRED COURSES ONLY IF NOT PREVIOUSLY COMPLETED: (3-6 Semester Hours)**

	Special Education Survey Course	3			
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2015-2016

**M.S. : Collaborative Teacher Education - 6-12**

TROY Publication 384-278

Revised 3/2015

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**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Prerequisites
- Admission to the Graduate Teacher Education Program (GTEP)
- Required examinations for certification
- Application for teacher certification
- Degree Requirements
- Other

ADMISSION STATUS:	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**M.S.Ed. in Secondary Education - Grades 6-12**  
**Certification / Traditional Program**  
 Graduate Degree Plan  
**36 Semester-Hour Program**  
**Teaching Fields Options - Biology, History, or Mathematics**

TROY Publication 384-279  
 Revised 3/2015  
 Page 1 of 2

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

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

**CERTIFICATION VERIFICATION:** List all professional educator certificates held and attach a copy of each to this degree plan. Candidates for the traditional M.S. in Secondary Education **MUST** hold valid professional educator certification in the same discipline at the bachelor's level.

Certificate Type/Class	Discipline	Hrs	Grade Level	Valid Period	Issuing Date
_____	_____	_____	_____	_____ to _____	_____ to _____
_____	_____	_____	_____	_____ to _____	_____ to _____

**REQUIRED CORE COURSES: (18 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
SPE 6630	Collaboration for Inclusion	3			
PSY 6631	Psychological Foundations of Education	3			
EDU 6611	Educational Technology in the Curriculum	3			
EDU 6629	The Master Teacher	3			
EDU 6653	Educational Evaluation	3			
EDU 6691	Research Methodology ( or approved research course in discipline)	3			

**TEACHING FIELD: (18 Semester Hours) Select One of the following:**

- Biology       History       Mathematics

Select 18 SH of adviser approved courses in the specific teaching field. At least 9 SH must be at the 6000 level. Candidates may not enroll in any 5000 level course if it duplicates the same course listed on an undergraduate transcript.

		3			
		3			
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		3			
		3			
		3			

**ADDITIONAL CERTIFICATION REQUIREMENTS:** *Only if not previously completed*

	Special Education Survey Course	3			
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2015-2016

**TROY UNIVERSITY**  
**M.S.Ed: Secondary Education - Grades 6-12**  
**Certification / Traditional Program**  
 Graduate Degree Plan  
**36 Semester-Hour Program**

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**Comprehensive Teaching Field Options - Social Science, English/Language Arts, or General Science**

Name  Student ID#  Campus

Address  Email

**DEGREE REQUIREMENTS:**

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

**CERTIFICATION VERIFICATION:** List all professional educator certificates held and attach a copy of each to this degree plan. Candidates for the traditional M.S. in Secondary Education **MUST** hold valid professional educator certification in the same discipline at the bachelor's level.

Certificate Type/Class	Discipline	Hrs	Grade Level	Valid Period	Issuing Date
_____	_____	_____	_____	to _____	_____
_____	_____	_____	_____	to _____	_____
_____	_____	_____	_____	to _____	_____

**REQUIRED CORE COURSES: (18 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
SPE 6630	Collaboration for Inclusion	3			
PSY 6631	Psychological Foundations of Education	3			
EDU 6611	Educational Technology in the Curriculum	3			
EDU 6629	The Master Teacher	3			
EDU 6653	Educational Evaluation	3			
EDU 6691	Research Methodology ( or approved research course in discipline)	3			

**TEACHING FIELD: (18 Semester Hours) Select One of the following:**

- Social Science      Select 18 semester hours of adviser approved Social Science courses in at least two of the following areas: Economics, Geography, History, Political Science or Social Studies. At least 9 SH must be at the 6000 level. Candidates may not enroll in any 5000 level course if it duplicates the same course listed on an undergraduate transcript.
- English/Language Arts      Select 18 semester hours of adviser approved English / Language Arts courses in at least two of the following areas: English, Journalism, Speech, and Drama (Theatre). At least 9 SH must be at the 6000 level. Candidates may not enroll in any 5000 level course if it duplicates the same course listed on an undergraduate transcript.
- General Science      Select 18 semester hours of adviser approved General Science courses in at least two of the following areas: Biology, Chemistry, Physics, and Earth & Space Science. At least 9 SH must be at the 6000 level. Candidates may not enroll in any 5000 level course if it duplicates the same course listed on an undergraduate transcript.

		3			
		3			
		3			
		3			
		3			
		3			

**ADDITIONAL CERTIFICATION REQUIREMENTS:** *Only if not previously completed*

	Special Education Survey Course	3			
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M.S.Ed: Secondary Education - Grades 6-12  
 TROY Publication 384-280  
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**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Prerequisites
- Admission to the Graduate Teacher Education Program (GTEP)
- Required examinations for certification
- Application for teacher certification
- Degree Requirements
- Other

<b>ADMISSION STATUS:</b>	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**M.S.Ed.: Interdisciplinary Education - Grades P-12**  
**Certification / Traditional Program**  
 Graduate Degree Plan  
**36 Semester-Hour Program**

TROY University 384-281  
 Revised 3/2015  
 Page 1 of 2

Name  Student ID#  Campus   
 Address  Email

**CERTIFICATION VERIFICATION:** List all professional educator certificates held and attach a copy of each to this degree plan. Candidates for the traditional M.S. in Elementary - Secondary Education (P-12) **MUST** hold valid certification in the same discipline and grade levels at the bachelor's level.

Certificate Type/Class	Discipline	Hrs	Grade Level	Valid Period	Issuing Date
_____	_____	_____	_____	_____ to _____	_____
_____	_____	_____	_____	_____ to _____	_____
_____	_____	_____	_____	_____ to _____	_____

**DEGREE REQUIREMENTS:**

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

**REQUIRED CORE COURSES: (18 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
EDU 6629	The Master Teacher	3			
PSY 6631	Psychological Foundations of Education	3			
SPE 6630	Collaboration for Inclusion	3			
EDU 6691	Research Methodology ( or approved research course in discipline)	3			
EDU 6653	Educational Evaluation	3			
EDU 6611	Educational Technology in the Curriculum (or an approved technology course in discipline)	3			

**TEACHING FIELD: (18 Semester Hours)**

Select One of the following teaching fields:

- Art\*     Instrument Music     Choral Music     Physical Education

Select 18 SH of adviser approved courses in the specific teaching field. At least 9 SH must be at the 6000 level. Candidates may not enroll in any 5000 level course if it duplicates the same course listed on an undergraduate transcript.

\*Students in art education must select ART 6662 - Seminar in Art Education as a teaching field course.


**ADDITIONAL REQUIREMENTS:** *Only if not previously completed*

	Special Education Survey Course	3			
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2015-2016

M.S.Ed.: Interdisciplinary Education - P-12  
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**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Prerequisites
- Admission to the Graduate Teacher Education Program (GTEP)
- Internship
- Required examinations for certification
- Application for teacher certification
- Degree Requirements
- Other

<b>ADMISSION STATUS:</b>	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**M.S. in Education - Gifted Education - Grades P-12**  
**Certification / Traditional Program**  
 Graduate Degree Plan  
**36 Semester-Hour Program**

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 Revised 3/2015  
 Page 1 of 2

Name  Student ID#  Campus: Dothan  
 Address  Email

**CERTIFICATION VERIFICATION:** List all professional educator certificates held and attach a copy of each to this degree plan. Candidates for the traditional M.S. in Gifted Education **MUST** hold valid professional educator certification at the bachelor's level.

Certificate Type/Class	Discipline	Hrs	Grade Level	Valid Period	Issuing Date
_____	_____	_____	_____	_____ to _____	_____
_____	_____	_____	_____	_____ to _____	_____
_____	_____	_____	_____	_____ to _____	_____

**DEGREE REQUIREMENTS:**

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

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

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
EDU 6600	Classroom Management and Behavior Intervention	3			
EDU 6611	Educational Technology in the Curriculum	3			
EDU 6629	The Master Teacher	3			
SPE 6630	Collaboration for Inclusion	3			

**SELECT ONE SEQUENCE: ( 2 Courses, 6 Semester Hours)**

SEQUENCE A					
EDU 6653	Educational Evaluation	3			
EDU 6691	Research Methodology	3			
SEQUENCE B					
EDU 6698	Introduction to Research	3			
EDU 6699	Research in Practice	3			

**TEACHING FIELD: (18 Semester Hours)**

EDG 6666	Nature & Needs of Gifted Individuals	3			
EDG 6667	Creativity	3			
EDG 6668	Integrating Thinking Skills into the Curriculum	3			
EDG 6669	Teaching Methods in Gifted Education	3			
EDG 6670	Special Populations of Gifted Students	3			
EDG 6696	Practicum in Gifted Education	3			

**ADDITIONAL CERTIFICATION REQUIREMENTS:** *Only if not previously completed*

	Special Education Survey Course	3			
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M.S. in Gifted Education - Grades P-12  
 TROY Publication 384-282  
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**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Prerequisites
- Admission to the Graduate Teacher Education Program (GTEP)
- Required examinations for certification
- Application for teacher certification
- Degree Requirements
- Other

ADMISSION STATUS:	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**M.S.Ed.: Instructional Leadership and Administration**  
**Certification / Traditional Program**  
 Graduate Degree Plan  
**36 Semester-Hour Program**

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 Revised 3/2015  
 Page 1 of 2

Name  Student ID#  Campus : Dothan

Address  Email

**CERTIFICATION VERIFICATION:** List all professional educator certificates held and attach a copy of each to this degree plan. An applicant for certification in Instructional Leadership who holds Class A certification in another teaching field or area of instructional support must take all courses indicated below that were not required for certification in another program at the Class A level.

Certificate Type/Class	Discipline	Hrs	Grade Level	Valid Period	Issuing Date
_____	_____	_____	_____	to	_____
_____	_____	_____	_____	to	_____
_____	_____	_____	_____	to	_____

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| <ol style="list-style-type: none"> <li>1. GRE, or equivalent exam, test scores submitted.</li> <li>2. Official transcripts of all academic work</li> <li>3. Unconditional Admission</li> <li>4. 36 semester hours of credit</li> <li>5. No more than two grades below "B"</li> </ol> | <ol style="list-style-type: none"> <li>6. Overall GPA of 3.0 or better</li> <li>7. Completion of research requirement with a "B" or better</li> <li>8. All credit earned within 8 years of graduation</li> <li>9. Successfully complete Comprehensive Examination</li> <li>10. Intent to Graduate filed</li> </ol> |
|--|--|

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

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
ILA 6603	Tools for Managing Educational Resources	3			
ILA 6611	Community Relationships	3			
ILA 6613	Legal Dimensions of Education	3			
ILA 6633	Instructional Leadership	3			
ILA 6643	Human Resource Management	3			
ILA 6658	Working with Diverse Populations	3			
ILA 6684	Curriculum and Instructional Strategies	3			
ILA 6691	Research Methods	3			
ILA 6692	Using Data to Make Decisions	3			

**INTERNSHIP: (6 Semester Hours)**

ILA 6662	Orientation in Instructional Leadership and Administration	2			
ILA 6663	Practicum I	2			
ILA 6664	Practicum II	2			

**APPROVED ELECTIVE: (3 Semester Hours)** *Select one course from the following:*

ILA 6607	Readings in Leadership	3			
ILA 6609	Communication and Problem Solving	3			
ILA 6610	Grant Writing	3			
ILA 6625	Specialized Topics in Instructional Leadership	3			
ILA 6640	Building and Maintaining Collaborative Learning Environments	3			

**ADDITIONAL CERTIFICATION REQUIREMENTS:** *Only if not previously completed*

	Special Education Survey Course	3			
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M.S. Ed. in Instructional Leadership and Administration

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**REDUCED HOUR OPTION-FOR CERTIFICATION ONLY: (19 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
ILA 6603	Tools for Managing Educational Resources	3			
ILA 6611	Community Relationships	3			
ILA 6613	Legal Dimensions of Education	3			
ILA 6633	Instructional Leadership	3			
ILA 6643	Human Resource Management	3			
ILA 6663	Practicum I	3			
ILA 6664	Practicum II	3			

**ITEMS TO BE DISCUSSED:**

- Admission to Graduate Teacher Education Program (GTEP)
- Unconditional Admission
- Class Attendance
- Available faculty for academic advisement
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Mid-term evaluation
- Prerequisites
- Required examinations for certification (i.e. PRAXIS for Alabama)
- Application for teacher certification
- Degree Requirements
- Other

ADMISSION STATUS:	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**M.S.Ed.: Elementary Education - Grades K-6**  
**Certification / Alternative Fifth-Year Program**  
 Graduate Degree Plan / Progress Report  
**45 Semester-Hour Program**

TROY Publication 384-284  
 Revised 3/2015  
 Page 1 of 2

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| 1. GRE, or equivalent exam, test scores submitted. | 6. Overall GPA of 3.0 or better                            |
| 2. Official transcripts of all academic work       | 7. Completion of research requirement with a "B" or better |
| 3. Unconditional Admission                         | 8. All credit earned within 8 years of graduation          |
| 4. 45 semester hours of credit                     | 9. Successfully complete Comprehensive Examination         |
| 5. No more than two grades below "B"               | 10. Intent to Graduate filed                               |

**Prerequisite Undergraduate Courses**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
EDU 3310	Introduction to Education	3			
SPE 3340	Diverse Learners	3			
EDU 4400	Classroom Management	3			

Other prerequisite courses as determined by individual admission evaluation  
 12 semester hours in each of the following areas: mathematics, science, English/language arts, social sciences

**REQUIRED CORE COURSES: (21 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
EDU 6603	Planning for the Classroom	3			
PSY 6631	Psychological Foundations of Education	3			
SPE 6630	Collaboration for Inclusion	3			
EDU 6691	Research Methodology (or approved research course in discipline)	3			
EDU 6653	Educational Evaluation	3			
EDU 6611	Educational Technology in the Curriculum	3			
RED 6670	Advanced Study of Literacy	3			

**TEACHING FIELD: (15 Semester Hours)** Select 15 SH of adviser approved ELE courses . At least 8 SH must be at the 6000 level.  
 Candidates may not enroll in any 5000 level course if it duplicates the same course listed on an undergraduate transcript.

		3			
		3			
		3			
		3			
		3			

**INTERNSHIP & INTERNSHIP SEMINAR: (9 Semester Hours)**

ELE 6674	Elementary Internship Grades K-6	6			
ELE 5544	Internship Seminar	3			

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Alt. A - M.S.Ed.: Elementary Education - K-6

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Revised 3/2015

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**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Prerequisites
- Admission to the Graduate Teacher Education Program (GTEP)
- Internship
- Required examinations for certification
- Application for teacher certification
- Degree Requirements
- Other

ADMISSION STATUS:	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**M.S.Ed.: Secondary Education - Grades 6-12**  
**Certification / Alternative Fifth-Year Program**  
 Graduate Degree Plan  
**45 Semester-Hour Program**  
**Teaching Field Options - Biology, History, or Mathematics**

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Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| 1. GRE, or equivalent exam, test scores submitted. | 6. Overall GPA of 3.0 or better                            |
| 2. Official transcripts of all academic work       | 7. Completion of research requirement with a "B" or better |
| 3. Unconditional Admission                         | 8. All credit earned within 8 years of graduation          |
| 4. 45 semester hours of credit                     | 9. Successfully complete Comprehensive Examination         |
| 5. No more than two grades below "B"               | 10. Intent to Graduate filed                               |

**Prerequisite Undergraduate Courses**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
EDU 3310	Introduction to Education	3			
SPE 3340	Diverse Learners	3			
XXX 4481	Methods and Materials	3			
SED 4400	Classroom Management	3			
Other prerequisite courses as determined by individual admission evaluation					
32 semester hours in Teaching Field with 19 of those hours in upper-division courses					

**REQUIRED CORE COURSES: (21 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
EDU 6603	Planning for the Classroom	3			
PSY 6631	Psychological Foundations of Education	3			
SPE 6630	Collaboration for Inclusion	3			
EDU 6691	Research Methodology ( or approved research course in discipline)	3			
EDU 6653	Educational Evaluation	3			
EDU 6611	Educational Technology in the Curriculum	3			
RED 6630	Directed Reading Practicum (Secondary & P-12)	3			

**TEACHING FIELD: (15 Semester Hours) Select One of the following:**

- Biology     
  History     
  Mathematics

Select 15 SH of adviser approved courses in the specific teaching field. At least 8 SH must be at the 6000 level. Candidates may not enroll in any 5000 level course if it duplicates the same course listed on an undergraduate transcript.

		3			
		3			
		3			
		3			
		3			

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Alt. A - M.S. in Secondary Education - Grades 6-12

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**INTERNSHIP & INTERNSHIP SEMINAR: (9 Semester Hours)**

SED 6695	Secondary Internship Grades 6-12	6		
SED 5544	Internship Seminar	3		

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Prerequisites
- Admission to the Graduate Teacher Education Program (GTEP)
- Internship
- Required examinations for certification
- Application for teacher certification
- Degree Requirements
- Other

<b>ADMISSION STATUS:</b>	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**M.S.Ed.: Secondary Education - Grades 6-12**  
**Certification / Alternative Fifth-Year Program**  
 Graduate Degree Plan

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**45 Semester-Hour Program**

**Teaching Field Options - English/Language Arts, Social Science, or General Science**

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| 1. GRE, or equivalent exam, test scores submitted. | 6. Overall GPA of 3.0 or better                            |
| 2. Official transcripts of all academic work       | 7. Completion of research requirement with a "B" or better |
| 3. Unconditional Admission                         | 8. All credit earned within 8 years of graduation          |
| 4. 45 semester hours of credit                     | 9. Successfully complete Comprehensive Examination         |
| 5. No more than two grades below "B"               | 10. Intent to Graduate filed                               |

**Prerequisite Undergraduate Courses**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
EDU 3310	Introduction to Education	3			
SPE 3340	Diverse Learners	3			
XXX 4481	Methods and Materials	3			
SED 4400	Classroom Management	3			

Other prerequisite courses as determined by individual admission evaluation  
 32 semester hours in Teaching Field with 19 of those hours in upper-division courses

**REQUIRED CORE COURSES: (21 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
EDU 6603	Planning for the Classroom	3			
PSY 6631	Psychological Foundations of Education	3			
SPE 6630	Collaboration for Inclusion	3			
EDU 6691	Research Methodology ( or approved research course in discipline)	3			
EDU 6653	Educational Evaluation	3			
EDU 6611	Educational Technology in the Curriculum	3			
RED 6630	Directed Reading Practicum	3			

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Alt. A - M.S. in Secondary Education - Grades 6-12  
 TROY Publication 384-320  
 Revised 3/2015  
 Page 2 of 2

**TEACHING FIELD: (15 Semester Hours) Select One of the following:**

English/Language Arts

Select 3 SH in Language or Composition study. Select 12 SH of adviser-approved courses in two of the following areas: English, journalism, speech, drama (theatre). At least 8 SH must be at the 6000 level. Candidates may not enroll in any 5000 level course if it duplicates the same course listed on an undergraduate transcript.

Social Science

Select 15 SH in advisor-approved Social Science courses in two of the following areas: economics, geography, history, political science, or social science. At least 8 SH must be at the 6000 level. Candidates may not enroll in any 5000 level course if it duplicates the same course listed on an undergraduate transcript.

General Science

Select 15 SH of advisor-approved General Science courses in two of the following areas: biology, chemistry, physics, and earth & space science. At least 8 SH must be at the 6000 level. Candidates may not enroll in any 5000 level course if it duplicates the same course listed on an undergraduate transcript.

		3			
		3			
		3			
		3			
		3			

**INTERNSHIP & INTERNSHIP SEMINAR: (9 Semester Hours)**

SED 6695	Secondary Internship Grades 6-12	6			
SED 5544	Internship Seminar	3			

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Prerequisites
- Admission to the Graduate Teacher Education Program (GTEP)
- Internship
- Required examinations for certification
- Application for teacher certification
- Degree Requirements
- Other

ADMISSION STATUS:	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**M.S.Ed.: Interdisciplinary Education - Grades P-12**  
**Certification / Alternative Fifth Year Program**  
 Graduate Degree Plan / Progress Report  
**45 Semester-Hour Program**

TROY University 384-286  
 Revised 3/2015  
 Page 1 of 2

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| 1. GRE, or equivalent exam, test scores submitted. | 6. Overall GPA of 3.0 or better                            |
| 2. Official transcripts of all academic work       | 7. Completion of research requirement with a "B" or better |
| 3. Unconditional Admission                         | 8. All credit earned within 8 years of graduation          |
| 4. 45 semester hours of credit                     | 9. Successfully complete Comprehensive Examination         |
| 5. No more than two grades below "B"               | 10. Intent to Graduate filed                               |

**Prerequisite Undergraduate Courses**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
EDU 3310	Introduction to Education	3			
SPE 3340	Diverse Learners	3			
XXX 4481	Methods and Materials	3			
SED 4400	Classroom Management	3			
Other prerequisite courses as determined by individual admission evaluation 32 semester hours in Teaching Field with 19 of those hours in upper-division courses					

**REQUIRED CORE COURSES: (21 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
EDU 6603	Planning for the Classroom	3			
PSY 6631	Psychological Foundations of Education	3			
SPE 6630	Collaboration for Inclusion	3			
EDU 6691	Research Methodology ( or approved research course in discipline)	3			
EDU 6653	Educational Evaluation	3			
EDU 6611	Educational Technology in the Curriculum	3			
RED 6630	Directed Reading Practicum (Secondary & P-12)	3			

**TEACHING FIELD: (15 Semester Hours)**

Select One of the following teaching fields:

- Art\*    
  Instrument Music    
  Choral Music    
  Physical Education

Select 15 SH of adviser approved courses in the specific teaching field. At least 8 SH must be at the 6000 level. Candidates may not enroll in any 5000 level course if it duplicates the same course listed on an undergraduate transcript.

\*Students in art education must select ART 6662-Seminar in Art Education as a teaching field course.


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Alt. A - M.S.Ed.: Interdisciplinary Education - P-12  
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**INTERNSHIP & INTERNSHIP SEMINAR: (9 Semester Hours)**

IED 6655	Interdisciplinary Internship Grades P-12	6			
IED 5544	Internship Seminar	3			

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Prerequisites
- Admission to the Graduate Teacher Education Program (GTEP)
- Internship
- Required examinations for certification
- Application for teacher certification
- Degree Requirements
- Other

ADMISSION STATUS:	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**M.S.Ed.: Collaborative Teacher Education - Grades K-6**  
**Certification / Alternative Fifth Year Program**  
 Graduate Degree Plan  
**45 Semester-Hour Program**

TROY Publication 384-287  
 Revised 3/2015  
 Page 1 of 2

Name		Student ID#		Campus	
Address			Email		

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| 1. GRE, or equivalent exam, test scores submitted. | 6. Overall GPA of 3.0 or better                            |
| 2. Official transcripts of all academic work       | 7. Completion of research requirement with a "B" or better |
| 3. Unconditional Admission                         | 8. All credit earned within 8 years of graduation          |
| 4. 45 semester hours of credit                     | 9. Successfully complete Comprehensive Examination         |
| 5. No more than two grades below "B"               | 10. Intent to Graduate filed                               |

**Prerequisite Undergraduate Courses**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
EDU 3310	Introduction to Education	3			
SPE 3340	Diverse Learners	3			
EDU 4400	Classroom Management	3			

Other prerequisite courses as determined by individual admission evaluation

12 semester hours in each of the following areas: mathematics, science, English/language arts, social sciences

**REQUIRED CORE COURSES: (21 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
PSY 6631	Psychological Foundations of Education	3			
EDU 6603	Planning for the Classroom	3			
EDU 6611	Educational Technology in the Curriculum	3			
EDU 6691	Research Methodology	3			
SPE 6631	Legal Issues in Special Education	3			
SPE 6632	Assessment and Individual Programming	3			
RED 6670	Advanced Study of Literacy	3			

**TEACHING FIELD: (15 Semester Hours) [At least 8 semester hours must be at the 6000 level]**

SPE 6630	Collaboration for Inclusion	3			
SPE 6614	Adaptive Teaching Strategies for Students with Mild Disabilities K-6	3			
SPE 6615	Adaptive Teaching Strategies for Students with Moderate/Severe Disabilities K-6	3			
SPE 6616	Teaching Students with Emotional/ Social Needs	3			
RED 6675	Literacy Instruction for Diverse Populations	3			

**INTERNSHIP & INTERNSHIP SEMINAR: (9 Semester Hours)**

SPE 6655	Collaborative Internship (Grades K-6)	6			
SPE 5544	Internship Seminar	3			

2015-2016

Alt. A - M.S. : Collaborative Teacher Education - K-6  
 TROY Publication 384-287  
 Revised 3/2015  
 Page 2 of 2

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Prerequisistes
- Admission to the Graduate Teacher Education Program (GTEP)
- Internship
- Required examinations for certification
- Application for teacher certification
- Degree Requirements
- Other

<b>ADMISSION STATUS:</b>	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**M.S.Ed.: Collaborative Teacher Education - Grades 6-12**  
**Certification / Alternative Fifth Year Program**  
 Graduate Degree Plan  
**45 Semester-Hour Program**

TROY Publication 384-288  
 Revised 3/2015  
 Page 1 of 2

Name	Student ID#	Campus
Address	Email	

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| 1. GRE, or equivalent exam, test scores submitted. | 6. Overall GPA of 3.0 or better                            |
| 2. Official transcripts of all academic work       | 7. Completion of research requirement with a "B" or better |
| 3. Unconditional Admission                         | 8. All credit earned within 8 years of graduation          |
| 4. 45 semester hours of credit                     | 9. Successfully complete Comprehensive Examination         |
| 5. No more than two grades below "B"               | 10. Intent to Graduate filed                               |

**Prerequisite Undergraduate Courses**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
EDU 3310	Introduction to Education	3			
SPE 3340	Diverse Learners	3			
EDU 4400	Classroom Management	3			

Other prerequisite courses as determined by individual admission evaluation  
 12 semester hours in each of the following areas: mathematics, science, English/language arts, social sciences

**REQUIRED CORE COURSES: (21 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
PSY 6631	Psychological Foundations of Education	3			
EDU 6603	Planning for the Classroom	3			
EDU 6611	Educational Technology in the Curriculum	3			
EDU 6691	Research Methodology	3			
SPE 6631	Legal Issues in Special Education	3			
SPE 6632	Assessment and Individual Programming	3			
RED 6630	Directed Reading Practicum	3			

**TEACHING FIELD: (15 Semester Hours) [At least 8 semester hours must be at the 6000 level]**

SPE 6630	Collaboration for Inclusion	3			
SPE 6609	Content Enhancement	3			
SPE 6620	Service Delivery Models for Multiple Disabilities	3			
SPE 6616	Teaching Students with Emotional/ Social Needs	3			
RED 6674	Literacy in the Content Area Grades 6-12	3			

**INTERNSHIP & INTERNSHIP SEMINAR: (9 Semester Hours)**

SPE 6654	Collaborative Internship (Grades 6-12)	6			
SPE 5544	Internship Seminar	3			

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Alt. A -M.S. : Collaborative Teacher Education - 6-12

TROY Publication 384-288

Revised 3/2015

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**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Prerequisistes
- Admission to the Graduate Teacher Education Program (GTEP)
- Internship
- Required examinations for certification
- Application for teacher certification
- Degree Requirements
- Other

ADMISSION STATUS:	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**Education Specialist: Elementary Education - Grades K-6**  
 Graduate Degree Plan  
**36 Semester-Hour Program**

TROY Publication 384-290  
 Revised 3/2015  
 Page 1 of 2

Name  Student ID#  Campus   
 Address  Email

**CERTIFICATION VERIFICATION:** List all professional educator certificates held and attach a copy of each to this degree plan. Candidates for the Education Specialist Degree Program in Elementary Education (Grades K-6) **MUST** hold valid certification in Elementary Education (Grades K-6) at the masters level, AND must meet all other admission requirements as stipulated in the *Graduate Catalog*.

Certificate Type/Class	Discipline	Hrs	Grade Level	Valid Period	Issuing Date
_____	_____	_____	_____	to	_____
_____	_____	_____	_____	to	_____
_____	_____	_____	_____	to	_____

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| <ol style="list-style-type: none"> <li>1. GRE, or equivalent exam, test scores submitted.</li> <li>2. Official transcripts of all academic work</li> <li>3. Unconditional Admission</li> <li>4. 36 semester hours of credit</li> <li>6. No more than two grades below "B"</li> </ol> | <ol style="list-style-type: none"> <li>6. Overall GPA of 3.25 or better</li> <li>7. Completion of research requirement with a "B" or better</li> <li>8. All credit earned within 8 years of graduation</li> <li>9. Thesis/Comprehensive Examination</li> <li>10. Intent to Graduate filed</li> </ol> |
|--|--|

**REQUIRED CORE COURSES: (15 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
PSY 6693	Psychological and Educational Statistics	3			
ELE 7790	Qualitative Research Methodology	3			
ELE 7793	Problem Analysis in Elementary Education	3			
EDU 7709	Seminar in Decision Making for Teachers & Educational Administrators	3			
EDU 7730	The Teacher Leader	3			

**SELECT THESIS OR NON-THESIS OPTION: (6 Semester Hours)**

<i>THESIS OPTION</i>					
EDU 7795	Thesis	1-6			
<i>NON-THESIS OPTION</i>					
EDU 7757	Practicum in Area of Specialization	3			
EDU 7760	Leading for Learning in the School Environment	3			

**TEACHING FIELD: (12 Semester Hours)**

ELE 7736	Mentoring and Supervision in ELE	3			
ELE 7761	Effective Schools	3			
ELE 7762	School Accreditation Process	3			
ELE 7763	Legal Issues and Ethics in Education	3			

**ADVISER APPROVED ELECTIVES : (3 Semester Hours)** Select 3 - 6 SH of approved ELE courses or other adviser approved courses related to the profession (e.g. EDU, ECE, SPE, RED) *Note: A candidate may not enroll in a 6000 level course if it duplicates the same course on the master's transcript.*

		3			
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**ADDITIONAL CERTIFICATION REQUIREMENTS:** *Only if not previously completed.*

	Survey Course in Special Education	3			
EDU 6611	Educational Technology in the Curriculum	3			

2015-2016

Education Specialist: Elementary Education  
 TROY Publication 384-290  
 Revised 3/2015  
 Page 2 of 2

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Student participation in course and program evaluation
- Petition for an incomplete grade
- Required examinations for certification
- Application for teacher certification
- Degree Requirements
- Other

ADMISSION STATUS:	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**Education Specialist - Instructional Leadership & Administration**  
 Graduate Degree Plan  
**30 Semester-Hour Program**

TROY Publication 384-291  
 Modified 3/2015

Name  Student ID#  Campus   
 Address  Email

**CERTIFICATION VERIFICATION:** List all professional educator certificates held and attach a copy of each to this degree plan. Candidates for the Education Specialist Degree in Instructional Leadership & Administration **MUST** hold valid Class A certification in Educational Administration or Instructional Leadership & Administration.

Certificate Type/Class	Discipline	Hrs	Grade Level	Valid Period	Issuing Date
				to	

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| <ol style="list-style-type: none"> <li>1. GRE, or equivalent exam, test scores submitted.</li> <li>2. Official transcripts of all academic work</li> <li>3. Unconditional Admission</li> <li>4. 30 semester hours of credit</li> <li>5. Overall GPA of 3.25 or better</li> <li>6. No more than two grades below "B"</li> </ol> | <ol style="list-style-type: none"> <li>7. Completion of research requirement with a "B" or better</li> <li>8. All credit earned within 8 years of graduation</li> <li>9. Comprehensive Examination</li> <li>10. Intent to Graduate filed</li> <li>11. Hold an Alabama Class A Professional Educator Certificate in Education Administration or Instructional Leadership</li> </ol> |
|--|--|

**REQUIRED COURSES: (30 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
ILA 7700	Adult Learning Theories and Managing Change	3			
ILA 7702	Involving Parents and Community Stakeholders	3			
ILA 7703	Law, Ethics, and Policy Development	3			
ILA 7717	Mentoring	3			
ILA 7740	Creating Effective Learning Environments	3			
ILA 7746	Organization and Human Resource Development	3			
ILA 7791	Current Trends & Issues in Instructional Leadership	3			
ILA 7792	Advanced Comprehensive Research Strategies	3			
ILA 7793	Program Evaluation	3			
ILA 7794	Research in Action	3			

**SURVEY COURSE IN SPECIAL EDUCATION:** *Required Unless Previously Completed*

	Survey Course in Special Education	3			
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**ITEMS TO BE DISCUSSED:**

- Admission to Graduate Teacher Education Program (GTEP)
- Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- PRAXIS II in Instructional Leadership & Administration
- Application for teacher certification

- Degree Requirements
- Other

ADMISSION STATUS:	DATE	INITIALS
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**Education Specialist - Teacher Leader**  
 Graduate Degree Plan  
**30 Semester-Hour Program**

TROY Publication 384-253  
 Created 3/2015

Name  Student ID#  Campus   
 Address  Email

**CERTIFICATION VERIFICATION:** List all professional educator certificates held and attach a copy of each to this degree plan. Candidates for the Alabama Class AA Certificate in Teacher Leader **MUST** hold a valid Alabama Class A certificate in any teaching field or area of instructional support.

Certificate Type/Class	Discipline	Hrs	Grade Level	Valid Period	Issuing Date
				to	

**DEGREE REQUIREMENTS:**

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1. GRE, or equivalent exam, test scores submitted.</li> <li>2. Official transcripts of all academic work</li> <li>3. Unconditional Admission</li> <li>4. 30 semester hours of credit</li> <li>5. Overall GPA of 3.25 or better</li> <li>6. No more than two grades below "B"</li> </ol> | <ol style="list-style-type: none"> <li>7. Completion of research requirement with a "B" or better</li> <li>8. All credit earned within 8 years of graduation</li> <li>9. Comprehensive Examination</li> <li>10. Intent to Graduate filed</li> <li>11. Hold an Alabama Class A Professional Educator Certificate in any teaching field or area of instructional support.</li> <li>12. Successfully complete PRAXIS II in Teacher Leader</li> </ol> |
|--|---|

**REQUIRED COURSES: (30 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
TL 7700	Adult Learning Theories and Managing Change	3			
TL 7702	Involving Parents and Community Stakeholders	3			
TL 7717	Mentoring	3			
TL 7737	Curriculum	3			
TL 7740	Creating Effective Learning Environments	3			
TL 7747	Instructional Coaching	3			
TL 7757	Staff Development	3			
TL 7767	Communication and Consultation Methods (Practicum)	3			
TL 7792	Advanced Comprehensive Research Strategies	3			
TL 7794	Research in Action	3			

**SURVEY COURSE IN SPECIAL EDUCATION:** *Required Unless Previously Completed*

	Survey Course in Special Education	3			
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**ITEMS TO BE DISCUSSED:**

- Admission to Graduate Teacher Education Program (GTEP)
- Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- PRAXIS II in Teacher Leader
- Application for teacher certification

Degree Requirements

Other

ADMISSION STATUS:	DATE	INITIALS
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**Education Specialist : School Counseling**  
 Graduate Degree Plan  
**36 Semester-Hour Program**

TROY Publication 384-292  
 Revised 3/2015  
 Page 1 of 2

Name  Student ID#  Campus   
 Address  Email

**CERTIFICATION VERIFICATION:** List all professional educator certificates held and attach a copy of each to this degree plan. Candidates for the Education Specialist Degree in School Counseling **MUST** hold valid certification in School Counseling the master's level.

Certificate Type/Class	Discipline	Hrs	Grade Level	Valid Period	Issuing Date
_____	_____	_____	_____	_____ to _____	_____
_____	_____	_____	_____	_____ to _____	_____
_____	_____	_____	_____	_____ to _____	_____

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| <ol style="list-style-type: none"> <li>1. GRE, or equivalent exam, test scores submitted.</li> <li>2. Official transcripts of all academic work</li> <li>3. Unconditional Admission</li> <li>4. 36 semester hours of credit</li> <li>5. No more than two grades below "B"</li> </ol> | <ol style="list-style-type: none"> <li>6. Overall GPA of 3.25 or better</li> <li>7. Completion of research requirement with a "B" or better</li> <li>8. All credit earned within 8 years of graduation</li> <li>9. Thesis/Comprehensive Examination</li> <li>10. Intent to Graduate filed</li> </ol> |
|--|--|

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

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
CP 6656	Marriage, Family and Sex Therapy Counseling	3			
CP 7700	Advanced Practicum in Group Leadership	3			
CP 7702	Advanced Theories and Techniques of Counseling	3			
PSY 6669	Behavior Pathology	3			

**RESEARCH COURSE: (3 Semester Hours) Select one of the following:**

PSY 6693	Psychological & Educational Statistics	3			
EDU 6693	Quantitative Methods of Evaluation of Teaching & Learning	3			
EDU 7792	Advanced Research in Education	3			

**FIELD PROJECT OR THESIS: (3- 6 Semester Hours)**

CP 7791/7792/7793	Research Seminar	1-3			
CP 7794	Field Project	3			
CP 7795, 7796	Thesis	3-6			

**ADVISER APPROVED ELECTIVES: (15-18 Semester Hours)** All coursework applied toward Ed.S. degree program must be earned at the 6000 level or above. Courses applied toward certification at the masters level may not be applied at the Ed.S. level.

		3			
		3			
		3			
		3			
		3			

**SURVEY COURSE IN SPECIAL EDUCATION: *Required Unless Previously Completed***

	Survey Course in Special Education	3			
--	------------------------------------	---	--	--	--

2015-2016

Education Specialist : School Counseling  
 TROY Publication 384-292  
 Revised 3/2015  
 Page 2 of 2

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Required examinations for certification
- Application for teacher certification
- Degree Requirements
- Other

<b>ADMISSION STATUS:</b>	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		
	TEST CODE	SCORE
Praxis II		

2015-2016

**TROY UNIVERSITY**  
 Master of Science  
**ADULT EDUCATION - NON-CERTIFICATION PROGRAM**  
 Graduate Degree Plan  
**33/36 Semester Hour Program**

TROY Publication 384-294  
 Revised 3/2015

Name:  Student ID#:  Campus:   
 Address:  Email:

**DEGREE REQUIREMENTS:**

- |   |  |
|---|--|
| <ol style="list-style-type: none"> <li>1. GRE, or equivalent exam, test scores admitted</li> <li>2. Official transcript of all academic work</li> <li>3. Unconditional Admission</li> <li>4. 30 - 36 Semester hours of credit</li> <li>5. All credit earned within 8 years of graduation</li> </ol> | <ol style="list-style-type: none"> <li>6. No more than two grades below "B"</li> <li>7. Overall GPA of 3.0</li> <li>8. Completion of research requirement with a "B" or better</li> <li>9. Intent to Graduate filed</li> </ol> |
|---|--|

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

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
ADE 6600	Foundations of Adult Education	3			
ADE 6640	Social Context of Adult Education	3			
ADE 6670	Adult Learning and Development	3			
ADE 6691	Research Methodology	3			

**CONCENTRATION COURSES:** (18 Semester Hours) *See Graduate Catalog for list of required courses and approved electives for the selected concentration.*

- Curriculum & Instructional Design  
  Instructional Technology  
  Leadership Studies

		3			
		3			
		3			
		3			
		3			
		3			

**CAPSTONE OPTION\*:** *Complete 18 sh of selected concentration courses plus Capstone course.*

ADE 6699	Capstone	3			
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**THESIS OPTION\*:** *Complete 18 sh of selected concentration courses plus thesis courses. \* Not available to eTROY students.*

ADE 6695	Thesis (register for 1-6 hours each term/semester)	6			
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**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; deadlines and consequences
- 7. Petition for an incomplete grade
- 8. Student participation in course and program evaluation

**ADMISSION STATUS:**

TYPE	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		

2015-2016

**TROY UNIVERSITY**  
**Graduate Certificate in Adult Education**  
**Curriculum and Instructional Design**  
**Certificate Plan and Progress Record**  
**12 Semester-Hours**

TROY Publication 384-333  
 Revised 3/2015

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| <ol style="list-style-type: none"> <li>1. Admission to the Graduate School AND MS in Adult Education</li> <li>2. Official transcripts of all academic work</li> <li>3. Unconditional Admission</li> <li>4. 12 semester hours of credit</li> <li>5. No more than two grade below "B"</li> </ol> | <ol style="list-style-type: none"> <li>6. All credit earned within 8 years of completion</li> <li>7. Completion of exit survey</li> <li>8. Complete Certification Intent form</li> </ol> |
|--|--|

**REQUIRED CORE COURSES:** (9 Semester Hours)

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
ADE 6670	Adult Learning and Development	3			
ADE 6680	Curriculum Development for Adult Education	3			
EDU 6613	Principles of Instructional Design	3			

Select ONE of the following: (3 Semester Hours)

ADE 6674	Methods and Strategies for Teaching Adults	3			
EDU 6616	Distance Learning Strategies	3			

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation

**ADMISSION STATUS:**

Type	Date	Initials
Conditional		
Unconditional		
Residency		
Test Score		
Comps		

2015-2016

**TROY UNIVERSITY**  
**Graduate Certificate in Adult Education**  
**Instructional Technology**  
**Certificate Plan and Progress Record**  
**12 Semester-Hours**

TROY Publication 384-332  
 Revised 3/2015

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

- |   |   |
|---|---|
| 1. Admission to the Graduate School AND MS in Adult Education | 6. All credit earned within 8 years of completion |
| 2. Official transcripts of all academic work                  | 7. Completion of exit survey                      |
| 3. Unconditional Admission                                    | 8. Complete Certification Intent form             |
| 4. 12 semester hours of credit                                |   |
| 5. No more than two grade below "B"                           |   |

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

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
ADE 6670	Adult Learning and Development	3			
EDU 6606	Current and Emerging Instructional Technologies	3			
EDU 6613	Principles of Instructional Design	3			
EDU 6616	Distance Learning Strategies	3			

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation

**ADMISSION STATUS:**

Type	Date	Initials
Conditional		
Unconditional		
Residency		
Test Score		
Comps		

2015-2016

**TROY UNIVERSITY**  
**Graduate Certificate in Adult Education**  
**Leadership Studies**  
**Certificate Plan and Progress Record**  
**12 Semester-Hours**

TROY Publication 384-331  
 Revised 3/2015

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| 1. Admission to the Graduate School AND MS in Adult Education<br>2. Official transcripts of all academic work<br>3. Unconditional Admission<br>4. 12 semester hours of credit<br>5. No more than two grade below "B" | 6. All credit earned within 8 years of completion<br>7. Completion of exit survey<br>8. Complete Certification Intent form |
|--|--|

**REQUIRED CORE COURSES:** (9 Semester Hours)

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
EAL 6633	Leadership	3			
ADE 6641	Organizational Behavior and Group Dynamics	3			
COM 6600	Communication and Influence	3			

Select ONE of the following: (3 Semester Hours)

ADE 6617	Methods and Strategies for Teaching Adults	3			
COM 6610	Distance Learning Strategies	3			
EAL 6653	Evaluation and Organizational Improvement	3			

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation

**ADMISSION STATUS:**

Type	Date	Initials
Conditional		
Unconditional		
Residency		
Test Score		
Comps		

2015-2016

**TROY UNIVERSITY**  
**Graduate Certificate in Adult Education**  
**Workforce Development**  
**Certificate Plan and Progress Record**  
**12 Semester-Hours**

TROY Publication 384-334  
 Revised 3/2015

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| 1. Admission to the Graduate School AND MS in Adult Education<br>2. Official transcripts of all academic work<br>3. Unconditional Admission<br>4. 12 semester hours of credit<br>5. No more than two grade below "B" | 6. All credit earned within 8 years of completion<br>7. Completion of exit survey<br>8. Complete Certification Intent form |
|--|--|

**REQUIRED CORE COURSES:** (9 Semester Hours)

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
ADE 6610	Foundations of Workforce Development	3			
ADE 6612	Workforce Management and Organizational Development	3			
ADE 6670	Adult Learning and Development	3			

Select ONE of the following: (3 Semester Hours)

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
PSY 6635	Vocational Psychology/Career Development	3			
ADE 6680	Curriculum Development for Adult Education	3			

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Available faculty for academic advisement
- Temporary, Conditional, and Unconditional Admission
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation

**ADMISSION STATUS:**

Type	Date	Initials
Conditional		
Unconditional		
Residency		
Test Score		
Comps		

2015-2016

TROY Publication 384-295

Revised 3/2015

1 of 2

**TROY UNIVERSITY**  
**Master of Science in Second Language Instruction**  
 Graduate Degree Plan and Progress Record  
**31-33 Semester-Hour Program**

Name:  Student ID#:  Campus:   
 Address:  Email:

**DEGREE REQUIREMENTS:**

1. Bachelor's degree and evidence of excellence in language skills
2. Official transcript of all academic work
3. GRE or MAT score
4. 31-33 Hours of course work
5. Two letters of recommendation
6. No more than two grades below "B"
7. Overall GPA of 3.0 to graduate
8. All credit earned within 8 years of graduation

**REQUIRED CORE COURSES** (27 Semester Hours)

COURSE NO.	TITLE	HRS.	GRADE	TERM/YEAR	TRANSFER CREDIT
SL 6610	Survey of SLA for SL Teachers	3			
SL 6615	Introduction to Linguistics	3			
SL 6620	Survey of Sociolinguistics for Second Language Teachers	3			
SL 6630	Principles, Technique, and Materials in SL Teaching	3			
SL 6635	Methods and Approaches in SL Teaching	3			
SL 6640	Teaching Language Skills	3			
SL 6645	Grammar	3			
SL 6653	Assessment and Evaluation	3			
SL 6691	Research Methodology	3			

**CAPSTONE OPTION** (4-6 Semester Hours)

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
SL 6696	Practicum	1-3			
SL 6699	Capstone	3			

**THESIS OPTION** (4-6 Semester Hours)

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
SL 6696	Practicum	1-3			
SL 6695	Thesis	3			

2014-2015

Master of Science in  
Second Language  
Instruction  
TROY Publication 384-295  
Revised 3/2014  
Page 2 of 2

**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; deadlines and consequences
- 7. Petition for an incomplete grade
- 8. Student participation in course and program evaluation

**ADMISSION STATUS:**

TYPE	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		

2015-2016

**TROY UNIVERSITY**  
**Education Specialist: Community Counseling NON-CERTIFICATION PROGRAM**  
 Graduate Degree Plan and Progress Record  
**30 Semester-Hour Program**

TROY Publication 384-298  
 Revised: 3/2015

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| 1. GRE, or equivalent exam, test scores submitted. | 7. Overall GPA of 3.0 or better                            |
| 2. Official transcripts 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. 30 semester hours of credit                     | 10. Thesis/Comprehensive Examination                       |
| 5. Meet residency requirement                      | 11. Intent to Graduate filed                               |
| 6. No more than two grades below "B"               |  |

**REQUIRED CORE COURSES: (15-18 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
CP 7702	Advanced Theories and Techniques of Counseling	3			
CP 7700	Advanced Practicum in Group Leadership	3			
CP 7753,54,55	Internship: Advanced Counseling (1-6 SH)				
CP 7791,92,93	Research Seminar (1-3 SH)				
CP 7794, 95	Field Project OR Thesis (3-6 SH)				
PSY 6693	Psychological and Educational Statistics	3			

**APPROVED ELECTIVES: (15 Semester Hours)** All coursework applied toward Ed.S. degree program must be earned at the 6000 level or above.

		3			
		3			
		3			
		3			
		3			

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Required examinations for certification
- Application for teacher certification
- Degree Requirements
- Other

ADMISSION STATUS:	DATE	INITIALS
Conditional		
Unconditional		
Residency		
Test Scores		
Comps		

**TROY UNIVERSITY**  
**MASTER OF SCIENCE - CLINICAL MENTAL HEALTH COUNSELING**  
 Graduate Degree Plan  
**60 Semester-Hour Program**

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| 1. GRE, or equivalent exam, test scores submitted. | 7. Overall GPA of 3.0 or better                            |
| 2. Official transcripts 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. 60 semester hours of credit                     | 10. Successfully complete the Comprehensive Examination    |
| 5. No more than two grades below "B"               | 11. Intent to Graduate filed                               |
| 6. Complete all counseling program requirements    | 12. Meet residency requirement                             |

**REQUIRED CORE COURSES: (51 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
CP 6600	Professional Orientation and Ethics	3			
CP 6601	Legal, Ethical, and Professional Standards	3			
CP 6605	Foundations of Mental Health Counseling	3			
CP 6610	Facilitation Skills and Counseling Techniques	3			
CP 6642	Group Dynamics and Counseling	3			
CP 6649	Theories of Counseling	3			
CP 6650	Practicum (100 hours)	3			
CP 6651	Counseling Diverse Populations	3			
CP 6656	Marriage, Family, and Sex Therapy Counseling	3			
CP 6659	Internship: Mental Health (300 hours)	3			
CP 6660	Internship: Mental Health (300 hours)	3			
CP 6691	Research Methodology	3			
PSY 6635	Vocational Psychology and Career Development	3			
PSY 6645	Evaluation and Assessment of the Individual	3			
PSY 6668	Human Lifespan and Development	3			
PSY 6669	Behavior Pathology	3			
PSY 6670	Diagnosis and Treatment Planning	3			

**SELECT ONE OPTION BELOW: (9 Semester Hours)**

OPTION I \* (\*Required Option for Licensure in Florida)

*CP 6634	Drug Education, Prevention and Intervention	3			
	Adviser Approved Elective	3			
	Adviser Approved Elective	3			

OR

OPTION II

	Adviser Approved Elective	3			
	Adviser Approved Elective	3			
	Adviser Approved Elective	3			

2015-2016

Master of Science: Clinical Mental Health Counseling  
 TROY Publication 384-299  
 Revised 3/2015  
 Page 2 of 2

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Admission to Counseling Program
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Required examinations for certification
- Complete interview and other counseling requirements
- Degree Requirements
- Other

**ADMISSION STATUS:**

Type	Date	Initials
Conditional		
Unconditional		
Residency		
Test Score		
Comps		

2015-2016

**TROY UNIVERSITY**  
**MASTER OF SCIENCE - REHABILITATION COUNSELING**  
 Graduate Degree Plan  
**48 Semester-Hour Program**

TROY Publication 384-300

Revised 3/2015

Page 1 of 2

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

1. GRE, or equivalent exam, test scores submitted.
2. Official transcripts of all academic work
3. Unconditional Admission
4. 48 semester hours of credit
5. No more than two grades below "B"
6. Complete all counseling program requirements
7. Overall GPA of 3.0 or better
8. Completion of research requirement with a "B" or better
9. All credit earned within 8 years of graduation
10. Successfully complete the Comprehensive Examination
11. Intent to Graduate filed
12. Meet residency requirement

**REQUIRED CORE COURSES: (45 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
CP 6600	Professional Orientation and Ethics	3			
CP 6610	Facilitation Skills and Counseling Techniques	3			
CP 6642	Group Dynamics and Counseling	3			
CP 6649	Theories of Counseling	3			
CP 6650	Practicum (100 hours)	3			
CP 6651	Counseling Diverse Populations	3			
CP 6652	Rehabilitation Delivery and Process	3			
CP 6670	Internship: Rehabilitation Counseling (300 hours)	3			
CP 6671	Internship: Rehabilitation Counseling (300 hours)	3			
CP 6686	Job Development and Placement	3			
CP 6691	Research Methodology	3			
PSY 6635	Vocational Psychology and Career Development	3			
PSY 6645	Evaluation and Assessment of the Individual	3			
PSY 6668	Human Lifespan and Development	3			
PSY 6688	Medical/Psychosocial Aspects of Disability	3			

**SELECT ONE: (3 Semester Hours)**

PSY 6664	Assessment of Disabling Conditions	3			
CP 6687	Placement of Special Disability Groups	3			
CP 6680	Seminar: Counseling Approaches to Working with Hearing Impairments	3			
CP 6681	Seminar: Counseling Approaches to Working with Visual Impairments	3			
	Adviser Approved Elective in Rehabilitation Counseling	3			

2015-2016

Master of Science: Rehabilitation Counseling

TROY Publication 384-300

Revised 3/2015

Page 2 of 2

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Admission to Counseling Program
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Required examinations for certification
- Admission to the Graduate Teacher Education Program (GTEP)
- Application for teacher certification
- Complete interview and other counseling requirements
- Degree Requirements
- Other

**ADMISSION STATUS:**

Type	Date	Initials
Conditional		
Unconditional		
Residency		
Test Score		
Comps		

2015-2016

**TROY UNIVERSITY**  
**M.S.Ed.: SCHOOL COUNSELING**  
 Graduate Degree Plan  
**48 Semester-Hour Program**

TROY Publication 384-301  
 Revised 3/2015  
 Page 1 of 2

Name  Student ID#  Campus   
 Address  Email

- Admission to CACREP Accredited School Counseling Program without Teaching Certification       Admission to Alabama State Department of Education Approved School Counseling Program (Complete Certification Verification Below)

**CERTIFICATION VERIFICATION:** List all professional educator certificates held and attach a copy of each to this degree plan.

Certificate Type/Class	Discipline	Hrs	Grade Level	Valid Period	Issuing Date
_____	_____	_____	_____	to	_____
_____	_____	_____	_____	to	_____
_____	_____	_____	_____	to	_____

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| <ol style="list-style-type: none"> <li>1. GRE, or equivalent exam, test scores submitted.</li> <li>2. Official transcripts of all academic work</li> <li>3. Unconditional Admission</li> <li>4. 48 semester hours of credit</li> <li>5. Two years of professional experience (Certification requirement)</li> <li>6. No more than two grades below "B"</li> <li>7. Overall GPA of 3.0 or better</li> </ol> | <ol style="list-style-type: none"> <li>8. Completion of research requirement with a "B" or better</li> <li>9. All credit earned within 8 years of graduation</li> <li>10. Successfully complete the Comprehensive Examination</li> <li>11. Intent to Graduate filed</li> <li>12. Complete all counseling program requirements</li> <li>13. Meet residency requirement</li> </ol> |
|--|--|

**REQUIRED CORE COURSES: (45 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
CP 6600	Professional Orientation and Ethics	3			
CP 6610	Facilitation Skills and Counseling Techniques	3			
CP 6641	School Counseling Program Management	3			
CP 6642	Group Dynamics and Counseling	3			
CP 6645	Current Trends in School Counseling	3			
CP 6649	Theories of Counseling	3			
CP 6651	Counseling Diverse Populations	3			
CP 6691	Research Methodology	3			
PSY 6606	Interventions for Children and Adolescents	3			
PSY 6635	Vocational Psychology and Career Development	3			
PSY 6645	Evaluation and Assessment of the Individual	3			
PSY 6668	Human Lifespan and Development	3			
CP 6650	Practicum (100 hours)	3			
CP 6657	Internship: School Counseling (300 hours)	3			
CP6658	Internship: School Counseling (300 hours)	3			

**ELECTIVE (3 Semester Hours)**

		3			
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**ADDITIONAL CERTIFICATION REQUIREMENTS:** *Only if not previously completed*

	Special Education Survey Course	3			
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2015-2016

M.S.Ed.: School Counseling  
 TROY Publication 384-301  
 Revised 3/2015  
 Page 2 of 2

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Admission to Counseling Program
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Required examinations for certification
- Application for teacher certification
- Complete interview and other counseling requirements
- Degree Requirements
- Other

**ADMISSION STATUS:**

Type	Date	Initials
Conditional		
Unconditional		
Residency		
Test Score		
Comps		
	Test Code	Score
Praxis II		

2015-2016

**TROY UNIVERSITY**  
**MASTER OF SCIENCE - GENERAL COUNSELING**  
 Graduate Degree Plan  
 Non-Licensure / Non-Certification Degree  
**36 Semester-Hour Program**

TROY Publication 384-303  
 Revised 3/2015

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

- |   |   |
|---|---|
| <ol style="list-style-type: none"> <li>1. GRE, or equivalent exam, test scores submitted.</li> <li>2. Official transcripts of all academic work</li> <li>3. Unconditional Admission</li> <li>4. 36 semester hours of credit</li> <li>5. Complete all counseling program requirements</li> <li>6. No more than two grades below "B"</li> </ol> | <ol style="list-style-type: none"> <li>7. Overall GPA of 3.0 or better</li> <li>8. Completion of research requirement with a "B" or better</li> <li>9. All credit earned within 8 years of graduation</li> <li>10. Successfully complete the Comprehensive Examination</li> <li>11. Intent to Graduate filed</li> <li>12. Meet residency requirement</li> </ol> |
|---|---|

**REQUIRED CORE COURSES: (36 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
CP 6600	Professional Orientation and Ethics	3			
CP 6610	Facilitation Skills and Counseling Techniques	3			
CP 6642	Group Dynamics and Counseling	3			
CP 6649	Theories of Counseling	3			
CP 6655	Practicum: General Counseling (100 hours)	3			
CP 6651	Counseling Diverse Populations	3			
CP 6691	Research Methodology	3			
PSY 6635	Vocational Psychology and Career Development	3			
PSY 6645	Evaluation and Assessment of the Individual	3			
PSY 6668	Human Lifespan and Development	3			
	Adviser Approved Elective	3			
	Adviser Approved Elective	3			

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Complete interview and other counseling requirements
- Non-licensure/non- certification degree program
- This degree does not lead to a recommendation for certification in school counseling
- Other

**ADMISSION STATUS:**

Type	Date	Initials
Conditional		
Unconditional		
Residency		
Test Score		
Comps		

**STUDENT ACKNOWLEDGEMENT:** I have read the current year's Graduate Catalog and acknowledge the contents and requirements of the above degree. I have received academic advising from my Faculty Adviser, and I hereby submit my degree plan.

Student's Signature	Date		Approved: _____	Chair/Associate Dean or Dean	Date
Faculty Adviser	Date		Approved: _____	Associate Dean or Dean, Graduate School	Date

2015-2016

**TROY UNIVERSITY**  
**MASTER OF SCIENCE - STUDENT AFFAIRS COUNSELING**  
 Graduate Degree Plan  
**48 Semester-Hour Program**

TROY Publication 384-304  
 Revised 3/2015

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| 1. GRE, or equivalent exam, test scores submitted. | 7. Overall GPA of 3.0 or better                            |
| 2. Official transcripts 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. 48 semester hours of credit                     | 10. Successfully complete the Comprehensive Examination    |
| 5. Complete all counseling program requirements    | 11. Intent to Graduate filed                               |
| 6. No more than two grades below "B"               | 12. Meet residency requirement                             |

**REQUIRED CORE COURSES: (48 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
CP 6600	Professional Orientation and Ethics	3			
CP 6610	Facilitation Skills and Counseling Techniques	3			
CP 6636	Foundations of Student Affairs	3			
CP 6637	Administration of Student Affairs Programs	3			
CP 6638	Internship: Student Affairs Counseling (300 hours)	3			
CP 6639	Internship: Student Affairs Counseling (300 hours)	3			
CP 6642	Group Dynamics and Counseling	3			
CP 6649	Theories of Counseling	3			
CP 6650	Practicum (100 hours)	3			
CP 6651	Counseling Diverse Populations	3			
CP 6691	Research Methodology	3			
PSY 6635	Vocational Psychology and Career Development	3			
PSY 6645	Evaluation and Assessment of the Individual	3			
PSY 6668	Human Lifespan and Development	3			
	Adviser Approved Elective	3			
	Adviser Approved Elective	3			

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation
- Complete interview and other counseling requirements
- Other

**ADMISSION STATUS:**

Type	Date	Initials
Conditional		
Unconditional		
Residency		
Test Score		
Comps		

2015-2016

**TROY UNIVERSITY**  
**MASTER OF SCIENCE - SUBSTANCE ABUSE COUNSELING**  
 Graduate Degree Plan  
**48 Semester-Hour Program**

TROY Publication 384-305  
 Revised 3/2015

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| 1. GRE, or equivalent exam, test scores submitted. | 7. Overall GPA of 3.0 or better                            |
| 2. Official transcripts 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. 48 semester hours of credit                     | 10. Successfully complete the Comprehensive Examination    |
| 5. Complete all counseling program requirements    | 11. Intent to Graduate filed                               |
| 6. No more than two grades below "B"               | 12. Meet residency requirement                             |

**REQUIRED CORE COURSES: (39 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
CP 6600	Professional Orientation and Ethics	3			
CP 6610	Facilitation Skills and Counseling Techniques	3			
CP 6642	Group Dynamics and Counseling	3			
CP 6649	Theories of Counseling	3			
CP 6650	Practicum (100 hours)	3			
CP 6651	Counseling Diverse Populations	3			
CP 6665	Internship: Addictions Counseling (300 hours)	3			
CP 6666	Internship: Addictions Counseling (300 hours)	3			
CP 6691	Research Methodology	3			
PSY 6635	Vocational Psychology and Career Development	3			
PSY 6645	Evaluation and Assessment of the Individual	3			
PSY 6668	Human Lifespan and Development	3			
PSY 6669	Behavior Psychology	3			

**SELECT THREE: (9 Semester Hours)**

PSY 6610	Physiological Dynamics of Alcohol and Other Drugs	3			
CP 6634	Drug Education, Prevention, and Intervention	3			
CP 6616	Treatment of Addictive Family Diseases	3			
CP 6617	Treatment Theories and Modalities of Addictive Diseases	3			
CP 6602	Seminar in the Prevention/Treatment of Chemical Dependency	3			

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation

**ADMISSION STATUS:**

Type	Date	Initials
Conditional		
Unconditional		
Residency		
Test Score		
Comps		

2015-2016

**TROY UNIVERSITY**  
**GRADUATE CERTIFICATE IN ADDICTIONS COUNSELING**  
**Certificate Plan and Progress Record**  
**Certificate Verification**  
**15 Semester-Hours**

TROY Publication 384-306  
 Revised 3/2015

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

- |   |   |
|---|---|
| 1. GRE, or equivalent exam, test scores submitted.<br>2. Official transcripts of all academic work<br>3. Unconditional Admission<br>4. 48 semester hours of credit<br>5. Complete all counseling program requirements<br>6. No more than two grades below "B" | 7. Overall GPA of 3.0 or better<br>8. Completion of research requirement with a "B" or better<br>9. All credit earned within 8 years of graduation<br>10. Successfully complete Comprehensive Examination<br>11. Intent to Graduate filed<br>12. Meet residency requirement |
|---|---|

**REQUIRED CORE COURSES: (39 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
CP 6665	Internship: Addictions Counseling (300 hours)	3			
CP 6666	Internship: Addictions Counseling (300 hours)	3			

**SELECT THREE: (9 Semester Hours)**

CP 6602	Seminar in the Prevention/Treatment of Chemical Dependency	3			
CP 6616	Treatment of Addictive Family Diseases	3			
CP 6617	Treatment Theories and Modalities of Addictive Diseases	3			
CP 6634	Drug Education, Prevention, and Intervention	3			
PSY 6610	Physiological Dynamics of Alcohol and Other Drugs	3			

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation

**ADMISSION STATUS:**

Type	Date	Initials
Conditional		
Unconditional		
Residency		
Test Score		
Comps		

2015-2016

**TROY UNIVERSITY**  
**POST MASTER'S CERTIFICATE IN CLINICAL MENTAL HEALTH COUNSELING**  
**Certificate Plan and Progress Record**  
**Certificate Verification**  
**15 Semester-Hours**

TROY Publication 384-307  
 Revised 3/2015

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

- |   |   |
|---|---|
| 1. 48 Hours Master's degree in Counseling previously earned | 7. Overall GPA of 3.0 or better                       |
| 2. Official transcripts of all academic work                | 8. Letter of intent, admission interview, and resume  |
| 3. Unconditional Admission                                  | 9. All credit earned within 8 years of graduation     |
| 4. 15 semester hours of credit                              | 10. Recent passing score on the CPCE or NCE submitted |
| 5. Two letters of professional reference                    | 11. Intent to Graduate filed                          |
| 6. No more than two grades below "B"                        |   |

**REQUIRED CORE COURSES: (6 Semester Hours)**

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
CP 6650	Practicum: Clinical Mental Health Counseling (100 hours)	3			
CP 6661	Internship: Clinical Mental Health Counseling (300 hours)	3			

Students who have previously taken CP 6650 may take an additional advisor approved elective.

**ELECTIVES: (9 Semester Hours)**

CP 6601	Legal, Ethical, and Professional Standards	3			
CP 6605	Foundations of Mental Health Counseling	3			
CP 7740	Theories of Counseling Supervision	3			
PSY 6644	Bio-Psychology	3			
PSY 6670	Diagnosis and Treatment Planning	3			

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation

**ADMISSION STATUS:**

Type	Date	Initials
Conditional		
Unconditional		
Residency		
Test Score		
Comps		