

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

Option II - 30 Semester Hour Program  
 Higher Education Administration Concentration

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

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

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

**DEGREE REQUIREMENTS:**

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

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

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

**SELECT ONE:**

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

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

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

**ITEMS TO BE DISCUSSED:**

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

| Admission Status |      |          |
|------------------|------|----------|
| Type             | Date | Initials |
| Conditional      |      |          |
| Unconditional    |      |          |
| Residency        |      |          |
| Test Score       |      |          |
|                  |      |          |

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

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

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

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

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

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