The Master of School Administration degree (MSA) is designed to prepare individuals to become school leaders. Program studies include a significant service-learning component. ECU Faculty deliver MSA course content in an instructional environment that encourages and supports students to serve as problem-solvers, communicators, innovators, collaborators, and change agents in their respective schools and school districts. A supportive school and district setting is essential for MSA students as they immerse themselves into these service-learning experiences.

The MSA program consists of 42 semester hours (s.h.), including 27 s.h. of coursework and 15 s.h. of a year-long internship as follows:

Core: LEED 6901, 6902, 6903, 6904, 6905, 6906, 6907, 6908, 6909 - 27 s.h.

Internships (select program) – 15 s.h.

Part-time Program: LEED 6921, 6922, 6924, 6925

At the end of the final semester, the student will have completed seven, service learning projects (SLPs), and provided the written documentation of these projects via a webfolio. The department chair’s verification of the completion of all degree requirements including SLPs is necessary to meet North Carolina principal license statutes (012, class P) and be eligible for the North Carolina curriculum instructional specialist level 1 license (113, class S). To add the permanent 113 license, North Carolina requires the candidate pass the Praxis II in Educational Leadership

The part-time NERESA MSA begins in the second term of summer (SS2) and continues for six continuous semesters. The part-time MSA program of study coursework is delivered 100% online in the fall and spring semesters with weeklong face-to-face class meetings in a NERESA location during the SS2 of year two. 100% of the coursework is billed at the Distance Education tuition rate. The MSA program is offered in cohorts of 15 to 18 students.
Projected Part-time MSA Program of Study (42 s.h.)

<table>
<thead>
<tr>
<th>Semester</th>
<th>SS2 2017</th>
<th>Fall 2017</th>
<th>Spring 2018</th>
<th>SS1 2018</th>
<th>SS2 2018</th>
<th>Fall 2018</th>
<th>Spring 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sem. Hours (sh)</td>
<td>3 sh</td>
<td>6 sh</td>
<td>6 sh</td>
<td>6 sh</td>
<td>6 sh</td>
<td>7 sh</td>
<td>8 sh</td>
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<tr>
<td>Delivery</td>
<td>F2F in NERESA</td>
<td>Online</td>
<td>Online</td>
<td>Online</td>
<td>F2F in NERESA</td>
<td>Online</td>
<td>Online</td>
</tr>
<tr>
<td>Course(s)</td>
<td>LEED 6901 (3)</td>
<td>LEED 6902 (3) SLP LEED 6903 (3) SLP</td>
<td>LEED 6904 (3) SLP LEED 6905 (3) SLP</td>
<td>LEED 6906 (3) SLP * LEED 6921 (3)</td>
<td>LEED 6907 (3) SLP * LEED 6922 (3)</td>
<td>LEED 6908 (3) SLP * LEED 6924 (4)</td>
<td>LEED 6909 (3) SLP * LEED 6925 (5)</td>
</tr>
</tbody>
</table>

SLP are Service Learning Project courses
* Internship Courses delivered asynchronously and synchronously on one Wednesday night per month
Minimum of 5 sh needed for financial aid. Student may take an additional 2-3 online course from ECU.
MSA leads to both North Carolina Principal (P-012) and Instructional Supervision (S-113) licenses

MSA Application Information

All application materials must be submitted using this link to the ECU Graduate School Application. Click here to access the ECU Graduate School. The fully completed application deadline is January 15. Please note, ECU will be closed for the Winter Holidays so you are encouraged to arrange to have all of your application materials processed for the closing date of January 15. When 100% of your application materials are received by the Graduate School, they will send you an email verifying this. Until you receive this, actively monitor your pending application items in the process.

MSA Application and Admission Criteria:

- **Create your personal application account** - first, click on the ECU Graduate School Home page and select the option for Masters Degree. Scroll down to the School Administration (MSAM) and click on that link. Then click on the Summer Session II 2017. Complete the information to create your personal application account and access the needed directions to complete your online application. Keep the User Name and Password you create so you can easily log into your application and monitor the status of all required items.

- **Application Fee - Application Fee** - Once you submit your application, you will receive a confirmation email giving you directions on how to pay your application fee as well as the URL to this website. The email will also inform you who is your admissions specialist who can answer any follow up questions you may have. (Note:
Principal Fellow Program (PFP) applicants, select the "Summer Session II 2017" link to apply to ECU and once you are selected for the PFP, we will change your application materials to the Fall 2017 on campus Cohort.

Required Application Items

- **Transcripts** – as directed in the online application process, you should request all required official transcripts be sent to the ECU Grad School. If needed, the Graduate Schools email address is gradschool@ecu.edu. Unofficial transcripts will not be accepted.

- **MAT or GRE Official Report** - submit your current (within 5 years) GRE or MAT score. The ECU Graduate School requires a score at or above the 30th percentile. Visit the [ECU Testing Center](#) for testing schedules and registration. The MAT/GRE may be waived through a Professional Admissions options. See the next item to determine if you are eligible for the testing waiver.

- **Professional Admissions Response** - as directed on the application, please select either the "Yes" or "No" option for Professional Admissions. **NOTE:** To be eligible for the GRE or MAT waiver at least one of these two conditions must be met: 1) completing 10 or more years of teaching experience by the end of this school year as indicated on the North Carolina teaching license and resume, or 2) an existing Master's Degree in an educational related field from a Regionally Accredited program as indicated by an “M” license on the NC Professional Educators License. If one or both of these standards are met, you may select "Yes" for the Professional Admissions. Otherwise, select "No" and submit a current MAT or GRE score.

- **Statement of Purpose** - This is a narrative document that should express the reasons you want to be considered for admissions and how the MSA will assist you in realizing your professional goals and aspirations. Do not exceed 250-400 words. Prepare this in a word document and then upload it to your online application.

- **Written Scenarios** - [Click on this hyperlink](#), to submit the three Written Scenarios by using a fillable form. Please go to the link, open it (you may need to click on enable editing) and download the fillable form, and then enter your name and short responses. Once you do that, upload your completed form to your Grad School Application. **If the link does not work**, please request or use the word form provided by Dr. Tom Williams.

- **North Carolina Teaching License** - upload a copy of your current SP2 North Carolina teaching license: Candidates for the MSA program must have an SP2 license and a minimum of three years successful teaching/school experience (SP 2 license). SP1
candidates who will be eligible for the SP2 license at the end of the current school year are eligible to apply.

- **Current Resume** - upload your current resume highlighting. Please be sure to include a list of your teacher leadership experiences (i.e.; School Improvement Team, PLC team leaders, clubs, grade level/department chair, committee chair, etc.)

- **MSA/PLO (Principal License Only) Letter of Support Form** – At this [MSA link](#), see the Admissions Additional Requirements and upload a scanned copy of the signed “MSA Letter of Support (LOS) Form”. Keep your original signed copy for your files. This must be signed by the applicant, their principal, and their superintendent/designee. [Click here to access the LOS process](#). This agreement is required to assure the MSA/PLO candidate has their school principal and school system support to pursue this program. Upon admissions, a final “MSA Letter of Agreement and Support Form” will be signed to solidify the partnership with the MSA program and to establish guidelines of agreement for the MSA student, the principal, and the superintendent/designee.

- **Three References** – as required in the online application process, list the names and email addresses for your 3 professional letters of recommendation (one must be from the applicant’s current principal or immediate supervisor). A secure email will be sent to each reference. Advise them to be on the look out for an email from ECU’s Graduate School. They will be required to upload their letter as a confidential file using the secure website provided.

- **Personal Skype Interview** - once the Graduate School informs us of your 100% completed application, an Admission Interview will be scheduled via SKYPE

**Description of these MSA Courses and Course Numbers follows on the next page.**

**MSA Course Descriptions and Course Numbers**

6901. Introduction to School Leadership (3) P: Admission to MSA program. Assessment of leadership skills and behaviors.


6903. Micro-Political Leadership and Decision-Making within a Legal Context (3) (SL P): Admission to MSA program. Effective decision-making within the context of school organizations and legal contexts.

**MSA Course Descriptions and Course Numbers (continued on next page)**
6904. External Development Leadership for Cultivating Partnerships (3) (SL): Admission to MSA program. School community partnerships and effective communication skills with internal and external stakeholders.

6905. Managerial Leadership for Complex School Operations (3) (SLP): Admission to MSA program. Resource maximization by establishing processes and systems that lead to school improvement and student success.

6906. Human Resource Leadership for Professional Growth (3) (SLP): Admission to MSA program. Effective recruitment, placement, induction, mentoring, evaluation, development, and empowerment of teachers and staff.

6907. Leadership Skill Development (3) P: Admission to MSA program. Simulations for leadership development.

6908. Instructional Leadership for Teaching and Learning (3) (SLP): Admission to MSA program. Integrating purposeful and proactive organization, sequencing, and management of teacher and student interactions.

6909. Cultural Leadership for Systemic School Improvement (3) (SLP): Admission to MSA program. School improvement by promotion of a school culture of collaboration, diversity, safety, ethical values, and high expectations.

6921. Internship in Management (3) Part-time students. P: Admission to MSA program. Development and refinement of K-12 management skills.

6922. Internship in Leadership (3) Part-time students. P: Admission to MSA program. Development and refinement of K-12 leadership skills.


6929. Internship in Management, Leadership, and Supervision (9) Full-time students. P: Admission to MSA program. Full-time students. Development and refinement of K-12 leadership, management, and supervisory skills.

Please see next page for Tuition and Fee rates and contact information.
Tuition and Fees
2016-2017 (New rates set each year)
Part-time student in Graduate Program
Per Credit Hour In-State Rates:
NC Resident: $ 244.71
Non-Resident: $ 876.62

* Please note that a new Tuition and Fee Schedule will be approved for the 2017-2018 school year. See www.ecu.edu/cashier/tufee.cfm for more information.

Contact For Additional Information:
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ECU – Department of Educational Leadership (LEED) in Ragsdale Hall 222
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See Listing of Department of Educational Leadership Faculty and Staff on Next Page
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