

## **SPECIALIST IN EDUCATION DEGREE (EDS)**

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The major purpose of the program for the specialist in education (EdS) degree is to provide a plan of advanced study for persons who need an additional year of study beyond the master's degree. The curricular program allows a greater depth of specialization than is possible at the master's level, and a plan of study is tailored to meet each candidate's specific needs. Although the specialist in education degree is self-contained and terminal, certain courses may sometimes be applied to a doctoral program.

### **SPECIFIC FUNCTIONS**

The specific functions of the specialist in education degree program are

- Prepare more effective and competent elementary and secondary classroom teachers.
- Prepare junior college and lower-division college teachers.
- Provide the candidate with the additional preparation needed to fill specialized school positions as superintendents, principals, supervisors, subject specialists, subject consultants, or similar school personnel.

### **AREA OF SPECIALIZATION**

Each candidate must have an area of specialization tailored to personal needs. In planning a candidate's program of study, the committee also will consider the student's general and professional education needs.

Areas of specialization currently available are educational psychology (school) and school superintendency.

### **ADMISSION REQUIREMENTS**

To be admitted to graduate study toward a specialist in education degree, a student must meet the following criteria:

- hold an earned master's degree or equivalent degree from a college or university that is accredited by its regional accrediting association. (A student with a master's degree not considered the equivalent of those of Ball State University may be admitted under conditions determined by the department concerned and the dean of the Graduate School. Credentials from secondary schools, colleges, universities, and their equivalents outside of the United States are evaluated by the Rinker Center for International Programs Office of International Admissions and the Graduate School.)
- have a cumulative GPA on the master's degree of at least 3.2 on a scale of 4.0.
- achieve acceptable scores on the Graduate Record Examination (GRE) general test or other approved graduate admissions test for non-native speakers of English.
- have had at least two years of successful teaching experience or appropriate professional experience.
- any additional admission standards established by the academic unit responsible for each specialist in education degree program.

Admission to the university does not guarantee admission to a specific degree program. Students may register for graduate courses leading to the specialist in education degree only upon departmental recommendation for admission.

### **ADVANCEMENT TO THE DEGREE**

The three steps of advancement for the specialist in education degree are the following:

1. The applicant is admitted to graduate study.

2. The student is admitted to candidacy for the degree.
3. The candidate completes degree requirements.

The student is expected to know the requirements for the degree. The responsibility for correct interpretation of the rules rests with the student.

### **ADMISSION TO THE SPECIALIST IN EDUCATION (EDS) PROGRAM**

A candidate will be considered for admission to graduate study leading to the specialist in education degree when he or she has met the entrance requirements and has met the following criteria:

- submitted an application for admission.
- submitted the names of at least five people who may be asked to testify to the candidate's professional qualifications.
- had institutions previously attended send two copies of official transcripts of all previously conducted college work.
- taken the required admission examinations. (Student may arrange with the Counseling Center to take these examinations.)
- been approved by the screening committee for the specialist in education degree as a candidate for the degree.

### **Transfer Credit**

Candidates, with prior consent of the committee, may take up to 6 semester hours of graduate credit in other approved institutions of higher education.

### **Time Allowed**

See Time Allowed for a Master's or Specialist Degree.

### **COURSE REQUIREMENTS**

The student must complete, including the thesis, at least 30 hours of graduate work beyond the master's degree. The candidate will not be permitted to carry more than 15 hours of graduate credit in a semester, 6 hours in a summer term, or 12 hours for the combined summer terms. If the student is employed, the course load will be reduced proportionately. At least 24 of the 30 hours required for the specialist in education degree must be taken in residence.

A candidate for the specialist in education degree may, on recommendation of his or her committee, apply up to 9 hours of graduate work taken beyond the master's degree toward the specialist in education degree if such course work does not violate other degree requirements.

### **Approved Program of Study**

During the first semester of study, specialist in education students are expected to establish an advising committee and to file an approved program of study with the Graduate School. Failure to meet this deadline may result in refusal to accept further course registration.

### **Committee**

A student will have a committee of three, typically appointed during the first semester of graduate work beyond the master's degree. The committee, including the committee chairperson, will be appointed by the department chairperson in consultation with the candidate. Until the committee is appointed, the department chairperson or delegated representative will act as the student's program advisor. The committee, in consultation with the student, will develop the plan of study and guide the thesis. In cooperation with the Graduate School, the committee also will determine if and when the student is qualified to be admitted to candidacy for the degree, and finally, for the awarding of the degree.

### **Thesis**

The thesis (or creative project) must embody the results of a study of some subject directly related to the candidate's area of specialization. The candidate will register for THES 698, 6 hours of credit. Two copies of the unbound thesis in its final approved form and three copies of a 1,200- to 1,500-word abstract, suitable for publication, must be presented to the Graduate School at least four weeks before the close of the semester or term in which the student is to be certified for graduation. In a term without a commencement ceremony, the approved thesis must be submitted at least two weeks before the close of the term or semester.

Although the department concerned has the responsibility for determining the manual or form to be followed in writing the thesis, such matters as weight of paper, typeface, spacing, and professional typing standards must follow the specifications in *How to Write a Term Paper, Graduate Course Paper, Research Paper, Thesis, or Creative Project*, available in the Graduate School office and online at [www.bsu.edu/gradschool](http://www.bsu.edu/gradschool). The thesis will be directed by the student's three-member committee.

The thesis topic must be approved in advance by the committee and the department chairperson. The student will enroll in THES 698 after obtaining this approval. The student and committee chairperson should check with the Graduate School for more instructions.

### **Field Experience or Internship**

Departments offering programs leading to the specialist in education degree may approve, as an option to the 6-hour thesis requirement, a 6-hour supervised field experience or internship. This option is for students whose program purposes warrant such an alternative. A report written by the candidate and approved by the supervising professor must be filed in the academic unit offering the program. If the internship or field study option is selected, the student's committee will determine that research competencies are demonstrated.

### **Final Examination**

All candidates will be required to pass final written and oral examinations, administered by the candidate's committee.

The student's thesis must be approved by the committee and the department chairperson before final oral and written examinations are taken. The final oral and written examinations must be taken at least two weeks before the close of the semester or term in which the student is to be certified. When the student satisfactorily passes the final oral and written examinations, the committee will file the signed approval form in the Graduate School office. This form is available in the Graduate School office.

### **Application for Graduation from the Specialist in Education (EdS) Program**

All specialist in education degree candidates must file an application for graduation in the Graduate School.

### **Completion of Specialist in Education (EdS) Degree Requirements**

The student will be awarded the specialist in education degree after having

- satisfactorily completed all course requirements with a GPA of at least 3.2.
- satisfactorily passed the final written and oral examinations.
- submitted an acceptable thesis or earned 6 hours of credit in a supervised field experience or internship that has been approved by the candidate's committee.

### **SELECTIVE RETENTION**

At all times after completing 9 hours of advanced graduate study, a student must maintain a cumulative GPA of at least 3.2 for courses taken toward the specialist in education degree.

### Probationary Status

A student will be placed on academic probation if his or her cumulative GPA for courses taken toward the specialist in education degree falls below 3.2 at any time after completion of 9 hours of credit.

Probationary status will be removed if a student, in completing the next 9 hours, brings the cumulative GPA to at least a 3.2 for all courses for the specialist in education degree. If probationary status is not removed, a student's admission to graduate study will be canceled, and additional graduate study will not be possible until he or she has reapplied for regular admission and has been readmitted.

### Readmission Procedure

A student seeking readmission must present to the dean of the Graduate School a written request approved by the specialist in education program director and by the chairperson of the major department. The decision to readmit will be made by the dean of the Graduate School.

### Readmission Status.

Upon readmission, the student will be reinstated to the classification held when graduate study was canceled.

### Special Cases

Special cases involving policies not covered in this catalog will be submitted to the Graduate Education Committee for consideration and action. In general, the student's program committee has jurisdiction, but a student may appeal adverse decisions impacting their progress toward a graduate degree. See "Graduate Student Appeals Process" for appeal guidelines.

## CHECKLIST FOR THE SPECIALIST IN EDUCATION DEGREE

Procedure	Approved by	Date
Submit an application for admission and one copy of official transcripts. See Individual department descriptions for additional application materials required.	Dean of the Graduate School; specialist program director	Check with appropriate specialist program director.
Arrange with the Counseling Center to take the GRE (general test) or other approved graduate admissions test	Dean of the Graduate School	Before consideration by the Advanced Graduate Studies Screening Committee (in the Teachers College).
Obtain approval from the Advanced Graduate Studies Screening Committee (in the Teachers College).	Advanced Graduate Studies Screening Committee (in the Teachers College); dean of the Graduate School	After all application materials have been submitted.
Establish advisory committee, develop plan of study, and file an approved program with	Specialist program committee; dean of the Graduate School	By the end of the first semester of study.

the Graduate School		
Apply for degree (graduation).	Specialist program committee; dean of the Graduate School	Two semester before graduation but no later than the fourth week of the semester or term in which requirement will be completed.