



This page is for general guidance only.

Students are encouraged to check the [MSU Graduate Catalog](#) for official information.

## Master of Arts in School Administration

### Requirements for Admission\*

General admission to graduate study
A minimum combined score on the verbal and quantitative sections of the GRE of 750 or a 31 raw score (381 - 386 Scaled Score) on the Millers Analogy Test.
A baccalaureate in education from an accredited college or university and a valid teaching certificate

\*Students not meeting these requirements may apply under the alternative admission plan.

*Students admitted to any educational leadership program after August 1, 2004 will be required to submit an exit portfolio. The portfolio must include artifacts that reflect the student's skills as a leader. Portfolio entries will include work completed as a part of all coursework required for the program as well as artifacts created as a part of the student's professional responsibilities. The educational leadership faculty will assess the portfolio. A total portfolio score of twelve (12) or higher is required for recommendation for certification. The rubric for assessing the portfolio may be obtained from any educational leadership faculty member.*

### [Portfolio Checksheet](#)

### [Portfolio Scoring Rubric](#)

Level 1	Course Title	Credit Hours	Grade	Date Taken
EDIL 601	Introduction to School Leadership & Administration	3		
EDIL 634	Leadership for Human Resource Development in Schools	3		
EDIL 628	School Law and Ethics	3		
EDIL 650	Leadership for School Program Improvement	3		
EDIL 618	School Finance and Support Services	3		
EDIL 610	School Leadership Practicum	3		
<b>TOTAL HOURS REQUIRED</b>		<b>18</b>		
<b>Level 2</b>				
EDF 600	Research Methods**	3		
EDGC 661	Measurement Principles and Techniques**	3		
EDIL 647	Leadership for School Community Relations	3		
EDIL 619	Technology and Best practices for School Improvement	3		
EDIL 637	Leadership for School Program Collaboration	3		
EDIL 669	Leadership for School Problem Solving	3		
<b>TOTAL HOURS REQUIRED</b>		<b>18</b>		

\*\*EDF 600 and EDGC 661 should be taken before enrollment into Level 2 courses.

### Program Completion

- √ The student must file for completion at the beginning of their last semester. Forms may be picked up in the Graduate Office.
- √ Students must provide the Graduate Office with copies of successful scores on the KY Specialty Test of Instructional and Administrative Practices (85%) and the School Leaders Licensure Assessment (155). Effective 9/1/06 minimum passing score on SLLA is 165.
- √ Students must have at least a 3.2 g.p.a. Three years of full time teaching is required before a certificate may be issued

*\*NOTE: Upon completion of Level 1 coursework and testing requirements, and submission of an approved professional exit portfolio students who already have an appropriate Master's degree will be recommended for the Statement of Eligibility for Provisional Certification for Instructional Leadership - Principal, grades K-12, Level 1. Upon completion of Level 1 and 2 and an approved professional exit portfolio students who already have an appropriate Master's degree may be eligible for Rank I after passing the School Leaders Licensure Assessment and Kentucky Principal's Test. Students who do not have an appropriate Master's degree will be required to complete the Level 1 and 2 coursework along with successful completion of the testing requirements and approved professional exit portfolio before a recommendation will be made for the Statement of Eligibility for Provisional Certification for Instructional Leadership - Principal, grades K-12.*