ADMINISTRATION AND SUPERVISION (M.S.E.) FOR CATHOLIC/FAITH-BASED EDUCATIONAL LEADERSHIP

30 credits
Non-certification track: NYSED 29020/29019 (M.S.Ed. in Administration & Supervision)
SBL Certification track: NYSED 14864/77597 (M.S.Ed. in School Building Leader)

The master’s degree is crafted specifically through the lens of Catholic identity, mission, and culture and has both New York State School Building Leader (SBL) certification and non-certification tracks. The program is designed for current and aspiring administrators and supervisors in nonpublic schools and school districts.

School Building Leader Certification
The master’s program is approved and recognized by the New York State Education Department as an approved School Building Leader preparation program. Graduates will be prepared to take the examination for New York State School Building Leader (SBL) certification. This certification is appropriate for such positions as principal, supervisor, department chairperson, assistant principal, coordinator, and unit head and required for school-building-level leadership positions in all New York state public schools and, increasingly, in faith-based and nonpublic schools. Candidates within and outside New York are responsible for meeting state certification requirements as well as understanding reciprocity policies.

Admissions
Applicants must meet the general requirements for Graduate School of Education as well as the following requirements for the master’s in administration and supervision:

- possess a baccalaureate degree from an accredited college or university in an appropriate field;
- have a minimum grade point average of approximately 3.0 (B or better);
- have at least three years of teaching experience;
- provide two references;
- submit a statement of purpose;
- have a satisfactory command of oral and written English;
- submit test scores from the Miller Analogy Test, or the Graduate Record Exam; and
- provide proof of immunization against measles, mumps, meningitis, and rubella.

Matriculation Requirements
Students may take up to 12 credit hours as a non matriculated student. After completion of 12 credit hours of course-work, students desiring to complete the degree must apply for full admission.

Requirements
Program of Study
The course information below represents the coursework that must be completed for the non-certification track.

Course | Title | Credits
--- | --- | ---
ASGE 5112 | Administration, Management, and Budgeting | 3
ASGE 5119 | Fundamentals of Educational Supervision and Professional Learning | 3
ASGE 6130 | Instructional Leadership | 3
ASGE 6145 | Leading for Equity and Social Justice | 3
ASGE 6322 | School Finance | 3
ASGE 6325 | Education Law, Policy & Advocacy | 3
ASGE 6338 | Ethics of School Administration | 3
ASGE 6361 | Leading Learning in Teams and Organizations | 3
ASGE 6461 | Critical Issues in Educational Leadership | 3
ASGE 6520 | Internship I (optional) | 1
ASGE 6521 | Internship II (optional) | 1
ASGE 6541 | Perspectives on Leadership | 3
ASGE 6720 | Research for Educational Change | 3
ASGE 7450 | Seminar in the Spirituality of Leadership | 3

Comprehensive Assessment Exam: 0

Total Credits: 30

1 Students not seeking NY SBL certification may substitute two additional courses instead of ASGE 6520 Internship I Internship I and ASGE 6521 Internship II.

Completion Requirements
In addition to the general degree requirements of the Graduate School of Education, candidates must meet the requirements:

- complete the prescribed program of study
- maintain a minimum overall graduate grade point average of 3.0 (B or better)
- pass a master’s comprehensive examination which is generally taken during the last semester of coursework

SBL certification track requirements appear below:

- if seeking the SBL certification, complete a year-long, six-credit internship, which is generally done in the candidate’s own school

Plans of Study

Course | Title | Credits
--- | --- | ---
Year 1
Fall
ASGE 5112 | Administration, Management, and Budgeting | 3

Updated: 10-13-2023
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<td>ASGE 0701</td>
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Total Credits: 30

1 Students not seeking NY SBL certification may substitute two additional courses instead of ASGE 6520 and ASGE 6521. Consult the program requirements (p. 1) for the list of such courses.

Note: Students are not admitted to this program as cohorts. Plans of study are subject to change.