

# Master of Science in Education in Higher Education Administration

## Masters of Science in Education in Higher Education Administration

The Master's degree in Higher Education Administration at KU is primarily **designed for individuals preparing for administrative careers in higher education**. The program consists of 36 credit hours of integrated courses and hands-on experiences - all of which can be completed in two years.

The graduate program allows students to extend and apply their knowledge of colleges and universities, and to gain relevant experience in higher education administration. Graduate students will learn from expert scholars and practitioners, as well as fellow classmates, who bring **diverse leadership experiences** to the higher education administration program at KU.

Graduate students enrolled in the program, can expect to complete coursework and gain experiences that meet specific learning objectives, such as:

- Gain knowledge of organization, culture, diversity & history of higher education Institutions
- Understand relevant research on student development theories and its impact on students
- Incorporate a professional expression of cultural competence
- Use literature to link higher education administration theory with practice
- Relate relevant assistantship experiences to classroom learning
- Consider hands-on internship experiences for graduate course credit
- Demonstrate proficient writing skills and mastery of APA format

Students admitted to the full-time Master's degree program are **required to secure and maintain a graduate assistantship** at KU (or another local higher education institution). Students receive in-state tuition, health insurance and a stipend as part of their assistantship at KU where they typically work between 20-30 hours per week.

The number and type of available assistantships will vary slightly from year to year, though assistantship positions are typically available in the following offices:

- KU Student Housing
- Office of Admissions
- Office of First Year Experience (FYE)
- Undergraduate Advising Center (UAC)
- Student Involvement & Leadership Center (SILC)
- Office of Multicultural Affairs (OMA)
- Financial Aid & Scholarships

## Graduate Admission to the School of Education and Human Sciences

Graduate programs in education are open to students with acceptable baccalaureate and graduate degrees whose academic records indicate that they can do successful work at the graduate level. Applicants must provide evidence of ability to work successfully at the graduate level, including experience in and commitment to the profession.

Each department in the School of Education and Human Sciences sets its own application deadlines and admission criteria. Prospective graduate students should contact the appropriate department for more information.

See Admission in the Graduate Studies (<http://catalog.ku.edu/graduate-studies/>) section of the online catalog for more information.

## Graduate Admission

**Applicants for all programs must submit the following materials:**

**(Individual program concentrations may require additional application materials. Please check the departmental website or program advisor for additional requirements.)**

1. Graduate application (<http://gradapply.ku.edu>). (<http://graduate.ku.edu/ku-graduate-application/>)
2. 1 official transcript from each post-secondary collegiate institution attended
3. Statement of purpose with relevance of degree to career aspirations.
4. Graduate Record Examination (GRE) scores are not required for master's applicants and are optional for doctoral candidates.
5. 3 letters of recommendation evaluating the applicant's capacity for rigorous graduate study and qualifications for leadership positions in education and related fields.
6. A vita or resume.
7. Proof of English proficiency, for non-native English speakers. Visit <https://gradapply.ku.edu/english-requirements> (<https://gradapply.ku.edu/english-requirements/>) for further details.
8. Writing sample (doctoral applicants).

## The following application deadlines apply:

### Educational Administration

Summer	Ed.D applicants	April 1
Fall	Ph.D applicants	March 1

### Higher Education

Master's degree  
deadlines

Fall	Master's applicants who intend to enroll full-time and seek graduate assistantships. *The priority deadline is to participate in the assistantship process for full-time applicants. We are unable to guarantee availability of assistantships for students who submit after the priority deadline.	January 5
Fall	Master's applicants who intend to enroll full time and seek graduate assistantships in housing only are not required to submit an academic application prior to the Oshkosh Placement Exchange (OPE). More information can be found at: <a href="https://housing.ku.edu/employment-graduate-staff">https://housing.ku.edu/employment-graduate-staff</a> (https://housing.ku.edu/employment-graduate-staff/)	Contact department
Fall	Master's applicants who are working professionals	July 1
Spring	Master's applicants who are working professionals	December 1
Summer	Master's applicants who are working professionals	May 1

Doctoral degree deadlines

Fall	Ph.D. applicants	March 1
Summer	Ed.D applicants	April 1

### Education and Social Policy

Master's degree deadlines

Fall	Master's applicants	March 1
Spring	Master's applicants	October 1
Summer	Master's applicants	April 1

### Social and Cultural Studies in Education

Doctoral degree deadline

Fall	Ph.D applicants	March 1
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### Policy Studies

Doctoral degree deadline

Fall	Ph.D applicants	March 1
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### Higher Education Administration

The M.S.E. in Higher Education Administration consists of a set of integrated courses and experiences that provide an opportunity for participants to extend their knowledge of the histories, clientele, and administrative functions of colleges and universities, and to gain relevant experience in higher education administration. The program consists of 36 hours of course work. Courses are scheduled in 16-week formats during the fall and spring semesters, usually scheduled after 4:30 p.m. The summer session classes vary in time and format. The course work provides a substantive knowledge base in higher education and student affairs administration. Students must hold an assistantship (<https://elps.ku.edu/academics/higher-education-administration/masters/>) or a full-time job in a related area while completing coursework. For the culminating activity, students take a comprehensive examination. A sample sequence of courses is listed below:

**Year 1**

Fall	Hours	Spring	Hours	Summer	Hours
ELPS 780	3	EPSY 715	3	Elective	3
ELPS 782	3	ELPS 781	3		
ELPS 883	3	ELPS 884	3		
		<b>9</b>	<b>9</b>		<b>3</b>

**Year 2**

Fall	Hours	Spring	Hours
ELPS 885	3	ELPS 886	3
Elective	3	Elective	3
Elective	3		
		<b>9</b>	<b>6</b>

**Total Hours 36**

Regularly offered electives include the following:

Since electives can vary by semester, please consult with your faculty advisor before choosing electives.

Code	Title	Hours
ELPS 798	Special Course: (Current Topics - Readings in Higher Education)	3
ELPS 895	Internship	3
ELPS 981	Higher Education Law	3