Welcome to the study of the administration of college student services. The Higher Education/Student Personnel track in the program of Educational Leadership is a Master of Arts (MA) degree designed to prepare individuals for leadership positions in student personnel administration in colleges, universities, and other postsecondary education related fields. Professionals with a degree in this track foster the development and learning of students in college and other non-traditional postsecondary settings. Their careers are in such areas as: Academic Advising, Admissions, Counseling and Testing, Career Services, Dean of Students, Financial Aid, Greek Affairs, Health and Wellness, Housing and Residence Life, International Student Services, Judicial Affairs, Orientation, and Student Activities. They may also be employed in community agencies, grassroots organizations and educational policy institutes. Traditionally, these staff and administrators support the educational mission of their organization through the provision of co-curricular experiences for all learners.

This MA option does NOT fulfill state Educational Leadership (K-12) certification requirements.

Program Objectives
The following broad objectives guide the curriculum and practical experiences of the program:
• to examine the development, practices, and problems of higher education from historical & contemporary perspectives and to project future circumstances
• To study the historic & current role of student personnel services in higher education and anticipate needed future changes
• To emphasize and apply the concept of student development as a focal point of the program
• To provide supervised practicum and internship experiences in several areas of student affairs administration and/or community services
• To acquire knowledge of counseling theories and skill using appropriate counseling techniques.

Program of Study
Students are allowed to take 9 credits/semester

Area A. Core (6 credit hours)
EDF 6481 Fundamentals of Graduate Research in Education
EDF 6401 Statistics for Educational Data
     OR
EDF 6432 Measurement and Evaluation in Education

Area B. Specialization (24)
EDH 6065 History & Philosophy of Higher Education
EDH 6635 Organization & Administration of Higher Education
EDH 6505 Finance in Higher Education
EDH 6935 Capstone Seminar in Student Personnel
EDH 6407 Ethical and Legal Issues in Student Personnel
EDH 6634 Student Personnel Services in Higher Education
EDH 6938 Special Topic: Retention Strategies
EDH 6047 Theories of College Student Development

Area C. Electives (3)
Approved by advisor

Area D. Professional Field Experience (6)
EDH 6946 Higher Education Internship
EDH 6947 Practicum in Student Personnel

The UCF Graduate Catalog is the University’s official record of graduate policies, admission and program requirements. Please refer to the current online catalog at http://www.ucf.edu/catalog/.
The Student Personnel Association (SPA) is open to both graduate and undergraduate students who are interested in the study of Higher Education. SPA is designed to provide a support system, present professional development, leadership opportunities, and create an awareness and knowledge of careers in colleges, universities and other sectors of postsecondary education.

**Admissions**

**Admission Requirements**
- Undergraduate GPA of 3.0 (on a 4.0 scale) for the last 60 hours
- Official, competitive GRE score taken within the last five years
- Résumé
- Personal Goal Statement
- Three letters of recommendation
- Official transcripts

**Application Procedures**
If you are interested in applying to the MA program, visit www.graduate.ucf.edu and select “Apply Online”. You can direct admission questions to the College of Education, Advanced Graduate Coordinator in ED room 110 or by phone 407-823-0035, or to the Division of Graduate Studies at 407-823-2766.

Completed application files include:
- Graduate application (online)
- Official transcripts from all previous academic work
- Official, competitive GRE score

**Degree Requirements**
- Complete the prescribed program, a minimum of 39 credit hours beyond the Bachelor’s degree, including the selected program requirements within a 7 year period (transfer credit may not exceed 9 credit hours)
- Have an overall 3.0 GPA on all graduate work attempted (6 max. hours of C)
- Pass a comprehensive examination near the conclusion of the planned Program of Study
- Official transcripts for all previous courses
- Completion of the program will require summer

For more information, visit these websites:

Higher Education PhD
www.edcollege.ucf.edu/highered

Graduate Studies Admissions
University of Central Florida
P.O. Box 160112 Orlando, FL 32816-0112
http://www.graduate.ucf.edu

HEPS is located within the Dept of Educational Research, Technology & Leadership. ERTL’s website: www.edcollege.ucf.edu/ertl

Questions related to HEPS may be sent to: heps@mail.ucf.edu

**Application Deadlines**
Admissions to this program occur three times each year. Complete applications must be received by:
- January 15 for Fall Priority
- July 15 for Fall
- December 1 for Spring
- April 15 for Summer

**Provisional Admission**
Students who fail to meet University admissions standards have the opportunity to apply for admission via the provisional category. To be considered for provisional status, students must file an application for Provisional Status.

Applications are available in the COE Student Affairs Office, ED 110. Applications must be accompanied by a résumé, 3 letters of recommendation, and approved by the program coordinator of the MA in Student Personnel in Higher Ed. Applications for Provisional Admission are considered once each term for admission the following term.

**Program Faculty**
The University, along with this College and our Department, strive to be known for its attitudes, policies, and practices in the area of domestic diversity. We encourage doctorate candidates applying to our programs to participate in service learning opportunities and field experiences in order to increase their knowledge and commitment to diversity sensitivity.

The University of Central Florida
UCF is one of the 11 state universities in Florida, providing 97 Baccalaureate Programs, 95 Master’s Programs, 3 Specialist Degrees, 29 Doctoral Programs and 1 Professional Program. Situated in Orlando, one of the most rapidly developing areas of the nation, the University has over 50,000 students currently enrolled and over 1770 full and part-time faculty members. Academic programs are offered in Orlando and 12 UCF Regional Campuses strategically located throughout central Florida.