



# Educational Administration (Puerto Rico)

- CIP code 130401 • For certification by the DEPR: 32 credits, 5 terms full-time
- Without certification by the DEPR: 30 credits, 4 terms full-time
- Program approved by the Puerto Rico Board of Postsecondary Institutions

## Program Description

The Educational Administration program reflects the current standards established by the Educational Leadership Constituent Council (ELCC), the Massachusetts Department of Elementary and Secondary Education (DESE) and the Department of Education of Puerto Rico.

The program prepares aspiring and experienced leaders for schools, districts and other educational settings who have demonstrable skills in instructional leadership, management and operations, family and community engagement, and fostering of a professional culture. The ultimate goal is to create competent, caring, and qualified educators, based on the principles of the Council for the Accreditation of Education Program (CAEP). Certification components are aligned exclusively for licensure in the Commonwealth of Puerto Rico.

## Learning Outcomes

Graduates will be able to: (a) demonstrate a realistic understanding of the expectations and responsibilities of workplace administrators, (b) promote student learning, and (c) support professional development and personal success by cultivating a shared vision that puts the teaching and learning process at the center of education. They will also work effectively, safely, and efficiently by using resources to implement the curriculum, and programming, hire staff, create partnerships with families, community organizations, and other interested parties to support the specific school, district, or other educational missions, and to encourage and maintain a culture of reflective practice, high expectations, and continuous learning for all involved.

## Careers

Graduates will be qualified to obtain certification as an administrator, receive management- and policy-related duties in PK-12 public school contexts or other educational settings. In general, graduates become leaders for teachers, subdirectors, and directors or seek administrative positions in organizations and agencies specializing in education. Similarly, graduates without certification normally seek leadership positions in private institutions and charter schools, as well as positions where they provide workforce development through training of education policy. Administrative licensure is required for part- or full-time employment as a director, department head, or curriculum specialist.

**Program for certification** by the Puerto Rico Department of Education. Prior valid Puerto Rico teacher certification in another area required.

### Admission requirements:

- Bachelor's degree and other School requirements for Education Leadership programs (see Admission)
- Valid Puerto Rico teacher certification if pursuing a PRDOE license.
- Three consecutive years of employment as a teacher if pursuing a PRDOE license.
- 3.0 GPA required to enter the program for certification; must be maintained throughout the program.

**Program and courses subject to change.**

## M.Ed. — Certification

### Program entry:

GPA 3.00 required to enroll in the program. For certification as a director or school facilitator, the DEPR's criteria include possessing a regular teaching license.

### Practicum prerequisites:

- Provide evidence of academic certification.
- Pass all courses with a grade of "B" or higher.
- Document having completed all the practicum hours in the corresponding certification course areas.

### Practicum

Once all the prerequisites have been successfully completed, licensure candidates in one of the certification areas for the M.Ed. in Educational Administration must complete a placement application to perform the Practicum and be approved by the Director. The candidate will be guided and assessed by a certified administrator practicing Educational Administration and a Cambridge College supervisor. The practicum includes documented evidence of practice, summary, and assessment of all the area-specific performance standards for certification:

EAD790G Practicum for School Director PK-12

Note: The DEPR offers licensure for K-12 Director with no subdivision by level. Courses are assigned, so students have an opportunity to practice at the level that meets their needs and interests.

### Program completion

To complete the program, candidates must have completed all the program entry requirements, practicum prerequisites, and the practicum.

All candidates for certification in Puerto Rico must present an electronic portfolio to the seminar leader.

## M.Ed. — Without Certification

If candidates do not want to obtain certification, they sign a document indicating that they understand that they will not be eligible to obtain certification after completing the degree. All program components are required even though certification by the Department of Education of Puerto Rico is not sought, except the practicum, which will be replaced by an elective course.



This is a **hybrid** delivered program, with 60% of classes delivered synchronously and 40% delivered asynchronously through Canvas Learning Management System.



Continued

## Educational Administration (Puerto Rico)

### Fall only

- EAD 684 Selection, Development, & Supervision of Educational Personnel
- EAD 712 Curriculum Principles and Practices for Educational Leaders

### Spring only

- EAD 690 Finance & Business Administration for the School Administrator
- EAD 688 Legal Aspects of School Administration
- MMG 525\* Statistical Decision Techniques for Managers

### Summer only

- EAD 662 Contemporary Issues & Topics in Educational Administration
- EAD 782 Organizational Change for School Leaders

### Fall or Spring only

- EAD 600 Advanced Technologies in Education for Puerto Rico Administration
- ESP 695\* Laws & Regulations Pertaining to Special Education

Only for non-certification:

- EED 623 Classroom Management Using Accelerated Learning

### Practicum Prerequisites

- Pass applicable Puerto Rico teacher test, PCMAS, if not already passed at undergraduate level.
- Pass all courses.

### Final term - Courses available every term

**Practicum**—Only for candidates seeking DEPR Director certificate:

- EAD 790**G** Practicum for School Director PK-12 (3 credits)  
*must be taken concurrently with EAD 694*
- EAD 694 Professional Seminar IV (2 credits; includes a *paper of 15 pages or more on an action research issue related to practicum*)

*\*Courses available every term because they are shared with other programs.*

All courses 3 credits except as noted.