

# COLLEGE OF EDUCATION AND HUMAN SERVICES

## Jubilee Hall, Fourth Floor

(973) 761-9668

education.shu.edu (<http://education.shu.edu>)

**Interim Dean:** Joseph Martinelli, Ed.D.

**Interim Associate Dean for Academic Affairs:** Brian Conners, Ph.D., BCBA

**Associate Dean of College Engagement and Community Development:**

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**Associate Dean for Assessment & Accreditation:** Amy Kline

**Director of Budget and Operations:** Caroline Gartley

**Assessment Coordinator:** Lisa Winter

**Director of Clinical Experience and Applied Research:** Karen Grove

**Assistant Dean of Graduate Enrollment Management:** Diana Minakakis

## Departments

**Education Leadership, Management and Policy:** Randall Clemens, Ph.D., Chair

**Educational Studies:** Alisa Hindin, Ed.D.; Debra Zinicola, Ed.D., Co-Chairs

**Professional Psychology and Family Therapy:** Thomas Massarelli, Ph.D., Chair

## Accreditation

The Counseling Psychology Ph.D. program is accredited by the American Psychological Association. For further information contact:

American Psychological Association

Office of Program Consultation and Accreditation 750 First Street, N.E.

Washington, D.C. 20002-4242

(202) 336-5500

The College of Education and Human Services is accredited by the National Council for the Accreditation of Teacher Education/CAEP (Council for the Accreditation of Educator).

The mission of the College of Education and Human Services is to promote professional practice. We strive to do that by developing competent, socially conscious, reflective professionals. What does this mean for a candidate in the college? The faculty and the professionals we work with in the community are committed to:

1. the development of a broad, deep knowledge base that can be translated into practice;
2. a respect and valuing for difference in our society; and
3. the ability to practice introspection regarding self-development and practice.

An integral step toward achieving these goals is the alignment of our programs with national professional standards and those of the State of New Jersey. When a candidate graduates from the College of Education and Human Services from Seton Hall University, he/she will be recognized for these qualities and future potential.

The College of Education and Human Services offers programs of study leading to the following degrees: Bachelor of Science in Education; Master of Arts, and Master of Arts in Education, Educational Specialist; Doctor of Education; and Doctor of Philosophy. Students prepare for careers in teaching, broaden their knowledge and understanding of the process of education, improve their professional techniques and prepare

for leadership positions or careers in the psychological, counseling, and human services professions.

The Applied Behavior Analysis (ABA) Program is a verified course sequence of the Association for Behavior Analysis International (ABAI) leading to Board Certification in Behavior Analysis (BCBA®) upon completion of program, completion of 1500-2000 supervised experience hours (completed independent of the degree program), and taking of the BCBA Examination (independent of the degree program). For further information about certification contact the Behavior Analyst Certification Board at [www.BACB.com](http://www.BACB.com) (<http://www.BACB.com>).

## General Information

### Application and Admission

Applicants to graduate study in the College of Education and Human Services are expected to meet the general University qualitative requirements for admission and comply with its admission procedures. Department and program descriptions include specific admission requirements.

### Admission Examination

Applicants for admission to graduate study in the College of Education and Human Services may be required to take a standardized examination. Most programs require the Miller Analogies Test or the GRE. The catalogue lists test requirements for specific programs.

For information concerning the Miller Analogies Test (MAT) or the Graduate Record Examination (GRE) and the dates on which they are administered, students should visit <https://www.pearsonassessments.com/graduate-admissions/mat/about.html> for MAT and <https://www.ets.org/> for GRE. Test results must be no more than five years old.

### Requirements for Graduate Matriculation

Students and applicants should be familiar with the academic and financial information provided in previous sections of this catalogue.

Master's degree students are expected to maintain a cumulative GPA of 3.0. Doctoral and Ed.S. students must maintain a cumulative GPA of 3.25. Students who fall below these levels are subject to departmental review and action.

Adequate academic performance is necessary but not sufficient for continuation and completion of College of Education and Human Services programs. The College is concerned that the professionals it prepares to work with others in helping relationships, demonstrate technical, ethical and interpersonal competency in their chosen field, particularly through field experiences. Despite adequate academic performance, as measured by the GPA, students may be denied a recommendation for certification program continuance and/or for graduation, if, in the judgment of the faculty, they do not demonstrate acceptable ethical, technical and professional behavior. Where possible, the faculty will assist students in remediating deficiencies. See the specific criteria of each program for an elaborated understanding of expected dispositional and professional behaviors.

## Master of Arts (M.A.) and Master of Arts in Education (M.A.E.) Programs

- Applied Behavior Analysis
- Counseling M.A./Professional Counseling Ed.S. combined program (also available online)
- Education Leadership, Management and Policy (also available online)
- Higher Education and Student Affairs
- Instructional Design and Technology
- Law Enforcement — The Police Graduate Studies Program in Human Resources Training and Development
- Psychological Studies
- School Counseling (also available online)
- Special Education

*Students should consult the appropriate department for specific programs and requirements.*

### Degree Requirements

In addition to the general University requirements for the degree, the College of Education and Human Services requires the student to:

- complete foundation courses as required;
- complete department course and credit requirements;
- pass the comprehensive examination where required;
- complete all required coursework within six years of initial registration.; and
- complete all program requirements for the Ph.D.in Counseling Psychology within 8 years of admission.

Successful completion of a written comprehensive examination is required in most departments of the College. The examination will reflect both foundation courses and application of specialization coursework. The decision of the readers concerning the quality of the examination is final and not subject to appeal.

The M.A. and M.A.E. programs require a minimum of 36 graduate credits. Some programs require more than this. Individual programs may accept up to six graduate credits completed at another accredited institution. However, the proposed transfer credits may not have been applied to a prior master's degree. In addition, the currency and relevancy of the courses must be perceived as relevant to the proposed program of study at Seton Hall. Students must speak with the program director to determine whether prior graduate credits meet these criteria and may be accepted. Within the Department of Professional Psychology and Family Therapy, a policy on the transfer and/or waiver of credits details the number of credits that will be considered for transfer/course waivers.

There is no transfer or waiver of assessment, practicum, externship, or internship coursework. Coursework completed as part of an undergraduate degree program will not be accepted for transfer credit. Courses must have been completed within five years of admission to PPFT programs to be considered for transfer credits.

### Graduate Teaching Clinical Experience

Candidates whose program of study includes clinical practices are required to apply by December 1 for the following Fall semester and April 1 for the following Spring semester. Candidates need approval from their advisers and department chairs. Transfer students must complete

a minimum of 12 credits at Seton Hall before they will be assigned as student teachers. They should adhere to the following procedures:

- secure an application from the Director of Field Placement and Supervision; and,
- return the completed application and a receipt from the Bursar's Office for \$100 to the Director of Field Placement and Supervision by December 1 for the following Fall semester and April 1 for the following Spring semester.

The culminating clinical experience is one full semester, full time, meaning that the candidate is in his or her school from the start of the school day until the end as well as attending meetings and planning activities with the cooperating teacher. Each student teacher is assigned to an approved accredited school and is guided by a college supervisor and a cooperating teacher who has been appointed by the principal of the school.

The student teacher is required to register for and attend the weekly seminar for the entire semester as well as complete the required Teacher Work Sample as part of that course.

## Programs Leading to Professional Licensure and/or New Jersey State Certification

The College of Education and Human Services has graduate programs leading to professional licensure and/or certification in a number of areas. Students should consult the appropriate department for specific programs and requirements which may include national exams such as the Praxis.

### Department of Educational Studies

- Certificate of Eligibility with Advanced Standing (Elementary or Secondary Content Instructional Certification)
- Certificate of Eligibility with Advanced Standing (School Library Media Specialist)
- Associate School Library Media Specialist
- Teacher of Students with Disabilities Endorsement
- Teacher of English as a Second Language

### Department of Education Leadership, Management, and Policy

- Supervisor Certificate
- Principal Certificate
- School Administrator Certificate

### Department of Professional Psychology and Family Therapy

- Counseling Psychology Ph.D.
- M.A. Counseling/Ed.S./Professional Counseling
- M.A. School Counseling
- Post Master of Arts in School Counseling

## Programs Leading to Seton Hall University Certificates

The College of Education and Human Services has graduate studies within programs that lead to a University issued certificate. The

certificate reflects a concentration of study in a specific area such as special education or instructional technology.

- Applied Behavior Analysis (Association for Behavior Analysis International Verified Course Sequences)
- Information Technologies
- Transition Studies
- Online Course Development and Management

## Educational Specialist Programs

- Education Leadership, Management, and Policy
- Professional Counseling
- School Psychology

### General Objectives

The Ed.S. degree is intended for professional educators and those in the helping professions who need preparation beyond the master's degree. The purpose of the degree is to advance and update skills and competencies. Credits earned in the Ed.S. degree may, in some programs, apply to advanced degrees.

The Ed.S. program is of particular interest to school administrators, educational researchers, teachers, department chairs, supervisors, professional counselors, school psychologists, management and training consultants, specialists in learning disabilities, marriage and family therapists, and specialists in pupil personnel services.

### Application and Admission

Formal admission to graduate studies is necessary to enter the Ed.S. program. Requests for applications may be directed to the Graduate Admissions Office, College of Education and Human Services at (973) 761-9668.

### Admission Requirements

- a master's degree in an appropriate field from an accredited college or university;
- public school teaching certification, if appropriate;
- statement of professional goals, including indices of special accomplishments, such as leadership roles in the student's field;
- academic competence with a graduate-level cumulative average of 3.25 or better;
- three letters of recommendation from graduate faculty and professional associates in administrative and/or supervisory roles;
- an interview with the admission committee, if applicable; and
- at least one course in research on the graduate level. Individual programs may have additional requirements.

### Degree Requirements

The Ed.S. programs require a minimum of 12 graduate credits beyond the master's degree. Some Ed.S. programs are significantly larger and may require up to 45 additional credits. It is important to read the requirements of each program. Students must meet the requirements set by their program and/or department in each of the four component areas. These components may include departmental course requirements, interdisciplinary/interdepartmental studies, supervised field experience/internship and culminating experience (a project chaired by a faculty adviser and graded by a faculty committee).

Graduate credits earned in other accredited colleges or universities may be accepted in partial satisfaction of degree requirements, provided they have not been used to fulfill requirements for a previous degree and that the grade is a "B" or higher. The exact number credited depends on the currency and relevancy of the courses to the program pursued. A maximum of 6 credits can be accepted in transfer for some degree programs. The time limit for completion of the Ed.S. program is six years from first registration.

## Doctoral Programs

The College of Education and Human Services offers graduate programs leading to the Doctor of Education (Ed.D.), and Doctor of Philosophy (Ph.D.) with concentrations in a number of areas and programs:

### Department of Education Leadership, Management and Policy (Ed.D./Ph.D.)

- Education Leadership, Management and Policy (Ed.D.)
- Higher Education Leadership, Management and Policy (Ed.D./Ph.D.)

### Department of Professional Psychology and Family Therapy (Ph.D.)

- Counseling Psychology (Ph.D.)

### General Objective

The doctoral degree is granted upon completion of a program of study at Seton Hall University by which the student achieves mastery in a specialty field and demonstrates the ability to pursue and complete an independent, scholarly investigation. The degree is not awarded automatically after a period of time or on the accumulation of a prescribed number of semester hours. The granting of the degree signifies that the individual has the competency to fill a leadership role in his or her area of specialization and that the College of Education and Human Services and the University attest to this.

### Application and Admission

Formal admission to graduate studies is necessary to enter the Ed.D. and Ph.D. programs. Requests for applications may be directed to the Office of Graduate Studies, College of Education and Human Services at (973) 761-9668. Admission requirements for the Ed.D. and Ph.D. are as follows:

- master's degree in an appropriate field; (The Ph.D. program in counseling psychology does accept applicants with a bachelor's degree, as well as those with a master's degree in a related field.)
- superior academic record (two official transcripts of all graduate and undergraduate coursework required);
- submission of a recent score (within three years) on either the Miller Analogies Test or the Graduate Record Examination (GRE scores are optional only for Counseling Psychology and Higher Education Ph.D. and Ed.D. programs)
- résumé of professional background;
- statement of personal professional goals, addressing accomplishments, goals, clinical training and work, research involvement and interests, and academic experiences, with indication of specialization to be pursued;
- three letters of recommendation for doctoral study; and
- some programs require a personal interview

*Individual departments may have additional requirements.*

## Course of Study

In consultation with an adviser, each doctoral student develops an individualized program consisting of courses and other educational experiences, taking into consideration prior education and experiences, so as to best achieve appropriate professional and personal goals. A minimum of 90 graduate semester hours is required, although some programs may require more. Up to 45 graduate hours may be accepted as transfer credit. The exact number credited depends on the currency and relevancy of the work to the program pursued.

The Ph.D. in Counseling Psychology Program will not accept transfer courses that are more than 5 years old.

## Completion Requirements

Some programs require doctoral students to apply for permanent matriculation during the semester in which 12-15 credits of doctoral coursework are completed at Seton Hall. Satisfactory completion of a program of at least 90 graduate semester hours (at least 45 of which must be taken at Seton Hall) is required. Many programs require more than 90 total credits to meet specific program requirements. Each doctoral student must demonstrate competency in statistics and computer science. This may be accomplished through coursework and/or by examination.

A residency or period of intensive study is required. The specific conditions are determined in consultation with an adviser. Some programs require doctoral students to take a comprehensive written examination to test their command of integrated knowledge in their field upon completion of all or most of the required coursework. When students have passed this examination and have the positive recommendation of the department concerned, they will be advanced to candidacy for the doctorate.

Preparation and successful defense (oral examination) of an acceptable dissertation are required.

Students must complete all requirements for the degree, including the oral examination on the dissertation and the approval and filing of final copies of the dissertation within four years (two years for Executive Ed.D. students) after being advanced to candidacy or within eight years of their first enrollment, whichever comes first. Time extensions may be granted in unusual cases upon written application. Requests must have the support of the student's adviser and department chair and receive the concurrence of the associate dean. The total of all extension(s) shall not exceed two years. Students granted an extension may have to repeat courses, or take new courses as stipulated by programs.

Students who have been advanced to candidacy must register continuously for dissertation advisement in their major department. Dissertation advisement does not apply to the 90-credit requirement. If continuous matriculation is not maintained, students must reapply for admission.

## Major

- Applied Behavior Analysis (M.A.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-educational-studies/applied-behavior-analysis-major-ma/>)
- Counseling Psychology (Ph.D.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-professional-psychology-family-therapy/counseling-psychology-major-phd/>)
- Education Leadership, Management and Policy (Ed.D. Executive) ([http://catalogue.shu.edu/graduate/college-education-human-](http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/education-leadership-management-policy-edd-executive/)

[services/department-education-leadership-management-policy/education-leadership-management-policy-edd-executive/](http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/education-leadership-management-policy-edd-executive/))

- Education Leadership, Management and Policy (Ed.D.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/education-leadership-management-policy-edd/>)
- Education Leadership, Management and Policy (Ed.S. Executive) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/education-leadership-management-policy-major-eds-executive/>)
- Education Leadership, Management and Policy (Ed.S. Online) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/education-leadership-management-policy-major-eds-online/>)
- Education Leadership, Management and Policy (Executive M.A.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/education-leadership-management-policy-executive-ma/>)
- Higher Education (Ed.D.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/higher-education-major-edd/>)
- Higher Education (Ph.D.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/higher-education-major-phd/>)
- Higher Education (Ph.D.) Concentration in Research and Evaluation (<http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/higher-education-phd-concentration-research-evaluation/>)
- Higher Education and Student Affairs (M.A.E.) Concentration in College Student Personnel Affairs (<http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/higher-education-student-affairs-mae-college-student-personnel-affairs/>)
- Higher Education and Student Affairs (M.A.E.) Concentration in General Administration (<http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/higher-education-student-affairs-mae-concentration-general-administration/>)
- Human Resources Training and Development (M.A. Online) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/human-resources-training-development-ma-online/>)
- Human Resources Training and Development (M.A.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/human-resources-training-development-major-ma/>)
- Instructional Design and Technology with a Concentration in School Library Media Specialist Certification (M.A.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-educational-studies/instructional-design-technology-school-library-media-specialist-certification/>)
- Instructional Design and Technology (M.A.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-educational-studies/instructional-design-technology-ma/>)
- Instructional Design and Technology Major with a Concentration in School Library Media Specialist State Certification (M.A.) (<http://catalogue.shu.edu/graduate/college-education-human-services/>

department-educational-studies/instructional-design-technology-school-library-media-specialist-state-certification/)

- K-12 Education Leadership, Management and Policy (M.A.E.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/k-12-education-leadership-management-policy-major-mae/>)
- Marriage and Family Therapy (Ed.S.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-professional-psychology-family-therapy/marriage-family-therapy-major-eds/>)
- Marriage and Family Therapy M.S./M.F.T. (<http://catalogue.shu.edu/graduate/college-education-human-services/department-professional-psychology-family-therapy/marriage-family-therapy-ms-mft/>)
- Police Graduate Studies (M.A.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/police-graduate-studies-major-ma/>)
- Police in Education Leadership, Management and Policy (Ed.S.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/police-education-leadership-management-policy-major-eds/>)
- Professional Counseling M.A./Ed.S. (<http://catalogue.shu.edu/graduate/college-education-human-services/department-professional-psychology-family-therapy/professional-counseling-major-ma-eds/>)
- Provisional Teacher Training (<http://catalogue.shu.edu/graduate/college-education-human-services/department-educational-studies/provisional-teacher-training-ma/>)
- Psychological Studies with a Concentration in Applied Behavior Analysis (M.A.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-professional-psychology-family-therapy/psychological-studies-aba-ma/>)
- Psychological Studies with a Concentration in Psychology of Sport and Exercise (M.A.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-professional-psychology-family-therapy/psychological-studies-major-ma/>)
- Psychological Studies with an Individualized Concentration (M.A.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-professional-psychology-family-therapy/psychological-studies-individualized-concentration-ma/>)
- School Counseling (M.A.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-professional-psychology-family-therapy/school-counseling-major-ma/>)
- School Psychology (Ed.S.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-professional-psychology-family-therapy/school-psychology-major-eds/>)
- School Psychology (M.A.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-professional-psychology-family-therapy/school-psychology-major-ma/>)
- Special Education M.A. with a Supervisor's Certificate (<http://catalogue.shu.edu/graduate/college-education-human-services/department-educational-studies/special-education-ma-supervisors-certificate/>)
- Special Education with a Concentration in Applied Behavior Analysis (M.A.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-educational-studies/special-education-applied-behavior-analysis/>)
- Special Education with a Concentration in Instructional Design and Technology (M.A.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-educational-studies/special-education-instructional-design-technology/>)

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- Special Education with TESOL (M.A.) (<http://catalogue.shu.edu/graduate/college-education-human-services/department-educational-studies/special-education-ma-with-tesol/>)

## Certificate

- Applied Behavior Analysis Graduate Post-M.A. Certificate (<http://catalogue.shu.edu/graduate/college-education-human-services/department-educational-studies/applied-behavior-analysis-graduate-post-ma-certificate/>)
- Associate School Library Media Specialist (<http://catalogue.shu.edu/graduate/college-education-human-services/department-educational-studies/associate-school-library-media-specialist/>)
- Information Technologies Certificate (<http://catalogue.shu.edu/graduate/college-education-human-services/department-educational-studies/information-technologies-certificate/>)
- Instructional Design and Technology (M.A.) with Supervisor's Certificate (<http://catalogue.shu.edu/graduate/college-education-human-services/department-educational-studies/instructional-design-technology-ma-supervisors-certificate/>)
- NJDOE School Supervision Certificate (<http://catalogue.shu.edu/graduate/college-education-human-services/department-education-leadership-management-policy/njdoe-school-supervision-certificate/>)
- School Counseling Certificate Post-M.A. (<http://catalogue.shu.edu/graduate/college-education-human-services/department-professional-psychology-family-therapy/school-counseling-certificate-post-ma/>)
- School Library Media Specialist State Certification (<http://catalogue.shu.edu/graduate/college-education-human-services/department-educational-studies/school-library-media-specialist-state-certification/>)
- SLMS Certification for Professional Librarians (<http://catalogue.shu.edu/graduate/college-education-human-services/department-educational-studies/slms-certification-professional-librarians/>)
- Sport and Exercise Psychology Certificate (<http://catalogue.shu.edu/graduate/college-education-human-services/department-professional-psychology-family-therapy/sport-exercise-psychology-certificate/>)
- Teacher of Students with Disabilities Endorsement (<http://catalogue.shu.edu/graduate/college-education-human-services/department-educational-studies/teacher-students-disabilities-endorsement/>)
- Teachers of English to Speakers of Other Languages Certificate (<http://catalogue.shu.edu/graduate/college-education-human-services/department-educational-studies/teachers-english-speakers-languages-certificate/>)