

## Masters Program in Educational Administration

**Degrees** conferred. Beside participation in the activities of educational training at the bachelor level, graduate work is the focal point around which the academic activities of the department is centered. This fact is based on the rich experience gained to the unit of Educational Administration in the past which is characterized by conducting masters degree programs over an extended period of time. Therefore, beginning the academic semester, 1419/1420H, the department has embarked on its first doctoral program commemorating the first group of enrollees ever in the doctoral program.

**Degree requirement** (1) Master degree: to be awarded master degree in Educational Administration the student must: (a) successfully complete a number of required courseworks, (b) write a professional thesis in a subject related to the field of educational administration. (2) Ph.D. in educational administration: to be conferred the doctorate degree, the candidate must meet the following: (a) successful completion of studying 30 academic units; (b) passing the comprehensive exams; and (c) writing a Ph.D. dissertation.

### Admission:

A) To be admitted into the **master degree** program, the student must meet the following terms:

B)

1-

Passing the entrance exam and the interview session set up by the department.

2-

Holding bachelor degree in education earned from an accredited institution with (B+) grade, other non-educational degrees can be considered only if combined with a diploma in education with a minimum grade (B+).

3-

The earned bachelor degree must not be older than 7 years in regency (not applicable to department staff, i.e. junior lectures, and assistant teachers).

B) Candidacy to the **doctoral degree** requires the fulfillment of the following terms:

1-

TOEFL score of 450 or better.

2-

Demonstrating intellectual and leadership potentials, following an interview session.

**Department of Educational Administration**

## **Department of Educational Administration**

### **Master's Program**

#### **Introduction**

The College of Education, King Saud University, was established in the academic year 1386/1387 H. Its Department of Educational Administration was established by virtue of the Higher Education Council's Decree No. 6/7, issued at its seventh session held on 12/1/1418 H.

As of the beginning of the second term of the academic year 1418/1419 H., the Department of Educational Administration started to practice its academic activities independently, after it had previously been one of the majors of the Department of Education.

The Department of Educational Administration has participated in educational preparation at the undergraduate level and in training courses. Most of the Department's activities, however, have been centered on postgraduate programs. Although the Department is a recent one, the major of educational administration is one of the oldest specialties in the College in which the master's degree is awarded, since study of this major started as early as the academic year 1398/1399 H., when it was still a track of the Department of Education. A large number of students from both sexes have obtained the Master's Degree from the Department since it was established in 1418.

In the first term of the academic year 1419/1420 H., the Department of Educational Administration started to offer a doctoral program in educational administration in two areas of specialization: General Education Administration and Higher Education Administration.

After this relatively long period of time since the master's program in educational administration was launched, the Department's faculty members felt a real need to develop and update the program to cope with the scientific and technological changes witnessed by the Saudi community in particular and the whole world in

general. The Department has always sought to meet the growing social demand on its postgraduate programs.

Due to the large applicant number Applying for the program which most of them are government employees to upgrade their theoretical skills in such a limited time therefore the department offer the choice of master degree by course work beside the master degree through these

### **Objectives of the Program:**

The Master's Program at the Department of Educational Administration aims at:

1. Providing the students with basics and main theories of administration.
2. Providing the students with the skills required in the area of educational administration.
4. Providing the students with sufficient academic knowledge of the different scientific research methods and approaches and their application in the field.
5. Supporting the students' concepts and attitudes towards work in educational institutions.
6. Enhancing the students' abilities to design and implement educational programs.
7. Training the students in evaluating school work programs.

### **Title of the Program:**

**The Master's Program of the Department of Educational  
Administration**

### **Name of the Academic Degree:**

**Master of Arts in Educational Administration**

### **Admission Requirements:**

Notwithstanding the conditions stipulated in the unified university statutes for graduate studies at Saudi universities as well as those of College of Education, students interested to join the master program at the department of Educational Administration should meet the following conditions:

- 1- To pass admission tests conducted by the department.
- 2- To be a holder of BA degree in education, with a minimum grade of "very good", obtained from a Saudi university or another accredited one. Students of other specialties may be accepted.
- 3- Priority shall be given to students who have experience in teaching, educational administration, and scientific research.
- 4- BA degree should not have been obtained more than five years ago. Demonstrators and holders of educational degree with experience in the educational teaching field, (educational administration, educational research, or pedagogy) are exempted from this condition.

### **Degree Requirements:**

#### **I ) Courses' + Thesis**

Notwithstanding the conditions stipulated in the statutes of graduate studies, a Master degree candidate should pass:

##### **1- 32 credit hours as follows:**

- 20 credit hours from the program of the department of educational administration
- 3 credit hours from the program of the department of curriculum and instruction
- 6 credit hours from the program of the department of psychology
- 3 credit hours from the program of the department of education

##### **2- Thesis:**

#### **II ) Courses Option:**

To obtain the degree through this track, the candidate should pass: 45 credit hours as follows:

- 31 credit hours from the program of the department of educational administration
- 5 credit hours from the Master program of the department of curriculum and instruction
- 6 credit hours from the Master program of the department of psychology
- 3 credit hours from the Master program of the department of education

## **COURSES FOR MASTER DEGREE**

**Courses work for Master Degree through Courses and Thesis in Educational Administration Department.**

### **First Level (First Term):**

<b>No. &amp; Symbol</b>	<b>Name of Course</b>	<b>Total Unit</b>
<b>ED 500</b>	Philosophical and Social Foundations of Education	3
<b>CI 500</b>	Curriculum Foundations	3
<b>PSY 502</b>	Research Methodology	3
<b>EDA 533</b>	Education Policy and its Management in the Kingdom	2
	<b>Total</b>	<b>11</b>

### **Second Level (Term):**

<b>No. &amp; Symbol</b>	<b>Name of Course</b>	<b>Total Unit</b>
<b>PSY 503</b>	Educational Statistics	3
<b>EDA 531</b>	School Administration	2
<b>EDA 532</b>	Educational Supervision	2
<b>EDA 534</b>	Educational Administration Theories	2
<b>EDA 535</b>	Educational Planning	2
	<b>Total</b>	<b>11</b>

**Third Level (Term):**

No. & Symbol	Name of Course	Total Unit
<b>EDA 503</b>	Current Trends and Issues in Educational Administration	2
<b>EDA 508</b>	Seminar and Research in Educational Administration	2
<b>EDA 530</b>	Applied Educational Administration	2
<b>EDA 539</b>	In-Service Training	2
<b>EDA 540</b>	Independent Study In Educational Administration	2
	<b>Total</b>	10

No. & Symbol	Name of Course	Total Unit
<b>EDA 600</b>	Thesis	10

**Total of Units = 32 Study Units + Thesis**

**Course Work for Master Degree Through Courses only In Educational Administration Department**

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No. & Symbol	Name of Course	Total Unit
<b>ED 500</b>	Philosophical and Social Foundations of Education	3
<b>CI 500</b>	Curriculum Foundations	3
<b>PSY 502</b>	Research Methodology	3
<b>EDA 533</b>	Education Policy and its Management in the Kingdom	2
	<b>Total</b>	11

**Second Level (Term):**

<b>No. &amp; Symbol</b>	<b>Name of Course</b>	<b>Total Unit</b>
<b>PSY 503</b>	Educational Statistics	3
<b>EDA 531</b>	School Administration	2
<b>EDA 532</b>	Educational Supervision	2
<b>EDA 534</b>	Educational Administration Theories	2
<b>EDA 535</b>	Educational Planning	2
	<b>Total</b>	11

**Third Level (Term):**

<b>No. &amp; Symbol</b>	<b>Name of Course</b>	<b>Total Unit</b>
<b>EDA 503</b>	Current Trends and Issues in Educational Administration	2
<b>EDA 508</b>	Seminar and Research in Educational Administration	2
<b>EDA 530</b>	Applied Educational Administration	2
<b>EDA 539</b>	In-Service Training	2
<b>EDA 540</b>	Independent Study In Educational Administration	2
<b>CI 571</b>	Computer Internet Application in Education	2
	<b>Total</b>	12

**Fourth Level (Term):**

<b>No. &amp; Symbol</b>	<b>Name of Course</b>	<b>Total Unit</b>
<b>EDA 504</b>	School Economics	2
<b>EDA 505</b>	Educational Leadership	2
<b>EDA 536</b>	Computer Applications in Educational Administration	2
<b>EDA 538</b>	Applied educational Supervision	2
<b>EDA 599</b>	Graduation Project	3
	<b>Total</b>	<b>11</b>

**Total of Units = 45 Study Units.**

**Department of Educational Administration**

### **Course Descriptions**

#### **EDA 503: Current Trends and Issues in Educational Administration 2 credits/hrs (2Theoretical + 0 Practical)**

This course is to help students gain knowledge relevant to current trends and issues in educational administration such as time management, changing educational environment management, management by objective and total qualities management, distant learning management, and technical management as well as discussing examples of educational administration practices worldwide.

#### **EDA 504: School Economics 2 credits / hrs (2Theoretical + 0Practical)**

This course is to give students an understanding of educational economic theories. It also helps students to develop professional skills in budgeting from the cost-effective perspective, and other alternatives in school financing.

**EDA 505: Educational Leadership 2credits/hrs (2Theoretical + 0Practical)**

This course is to prepare educational leaders who are knowledgeable of the modern methods believed to be effective in educational organization leadership. The course also help students to gain an adequate understanding of the principles of modern theories for educational administration leadership, and to train them on the arts of taking initiative in handling common problems related to educational leadership.

**EDA 508 Seminar and Research in Educational Administration 2 credits / hrs (2Theoretical + 0Practical)**

This course is to broaden and deepen students understanding of the different types of researches in the field of educational administration. Another Aim is to help students develop skills of analysis and criticism through training them to evaluate researches and design research plans.

**EDA 530 Applied Educational Administration 2 credits/ hrs (2Theoretical + 0Practical)**

This course is to train students to relate theories to practices and to have comprehensive review of the educational administration processes and the relations among them as well as to train students to realize phenomena in the field and their dimensions and factors as an important steps before approaching them.

**EDA 531 School Administration 2 credits / hrs (2Theoretical + 0Practical)**

This course is to provide the students with a comprehensive understanding of school administration needed skills and to advance their knowledge on the theories related to schools leadership and its different managements techniques.

**EDA 532 Educational Supervision 2 credits/ hrs (2Theoretical + 0Practical)**

This course is to offer basic knowledge of the educational supervision, and skills needed for supervisions in the educational field, emphasizing on issues that directly affect school supervision. This course also acquaints students with skills in order to analyze and evaluate teaching in the classroom.

**EDA 533    Education Policy and its Management in the Kingdom 2 credits / hrs (2 Theoretical + 0 Practical)**

This course is to help the student's form a comprehensive knowledge about the politics involves in the Saudi system of education, its legislative and executive bodies. The course also directs the attention of the students to the importance of the policy in shaping and directing the system of education system as a whole.

**EDA 534    Educational Administration Theories 2 credits / hrs (2Theoretical + 0Practical)**

This course is to give the students theoretical background in the field of education administration and its applications through a comprehensive introduction, and understanding of the educational administration theory. The course also covers theories in educational administration such as the administration theory as a social practice, and as decision-making as well as the individual roles theory.

**EDA 535    Educational Planning 2 credits/hrs (2 Theoretical + 0Practical)**

This course is to provide the students with the knowledge and the applicable skills needed for educational planning on both the school level (school planning) and in a higher level.

**EDA 536    Computer Applications in Educational Administration 2 credits/ hrs (2Theoretical +2Practical)**

This course is to provide students with information about the importance of computer technology in the field of educational administration and how to use Microsoft outlook in the organization of the tasks and duties of school principals, and introduce students with importance of e-learning in school to develop technology in education.

**EDA 537    Graduation project (3 credits / hrs)**

This course is to give the students the chance to conduct a field study examining one of the problems or issues related to educational administration or educational supervision to encourage students to master research techniques.

**EDA 538 Applied educational Supervision 2 credits/ hrs (2 Theoretical + 0 Practical)**

This course aims to help enhance student's competencies. It also enables the students to take appropriate professional action in the light of their understanding and awareness of educational supervision practice emphasizing on preview and solution of some problems facing educational supervision.

**EDA 539 In-Service Training 2 credits / hrs (2Theoretical + 0Practical)**

This course is to help students to gain a scholarly perspective of the in-service training programs and their applications in the field of educational administration.

**EDA 540 Independent Study In Educational Administration 2 credits / hrs (2 Theoretical + 0 Practical)**

This course is to train the students to advance their research skills by reading and summarizing subjects related to educational administration such as new publications, Periodicals or studies in the field.

**C&I 500 Curriculum Foundations 3 credits / hrs (3 Theoretical + 0Practical)**

This course is presentation of conceptual formulation concerning curriculum theories and foundation, including philosophy, sociology, and learning theories; as well as the curriculum system and its components; crucial issues in developing a curriculum theory; and theoretical curriculum models: analysis and assessment.

**C&I 570 Computer Application in Education (2credits/ hrs theoretical + 2credits / hrs practical)**

This course provides in-depth look in both theories and practical at how personal computers and related technologies work in relation to educational applications. It is designed to equip its students with necessary information and skills of information technology and communication in order to achieve goals and objectives of this program in the process of teaching and learning.

**C&I 571    Computer Internet Application in Education  
2 credits / hrs (2Theoretical + 2Practical)**

This course introduces a theoretical and practical background in and internet applications in education. It will focus on acquainting students with principles of computer assisted Instruction (CAI) – computers tutors, as learners, and as tools. Students will be introduced to various types of CAI applications-tutorials, drill and practice, simulation, and educational games- and they will learn how to select and evaluate educational courseware. The course will present principles of Instructional Design and its application in the design of courseware. Students will get firsthand knowledge on the use of the internet as an educational tool. Moreover, this course will introduce students to the theoretical bases as well as instructional strategies for using various computer productivity applications (word processors, spreadsheets, presentations software and databases) to support instruction and the curriculum.

**PSY 502    Educational Research Methodology 33credits/ hrs  
(3Theoretical + 0Practical)**

This course is to covers all major research methodology as applies in educational settings. Students are exposed to techniques that enable them to understand the nature of scientific investigation, and to develop necessary skills for evaluating and conducting educational research.

**PSY 503    Educational Statistics 3credits/hrs (3 Theoretical +  
0Practical)**

This course is to provide graduate students with a knowledge base about descriptive and inferential statistics. It is expected at the end of this course from students to be skilled in dealing with statistical data, describing the data scientifically, and computing and interpreting some statistical procedures that help them to clarify and control different factors affecting various psychological phenomena.

**ED 500    Philosophical and Social Foundations of Education 3  
credits/hrs (3 Theoretical + 0 Practical)**

This course is to familiarize students with concepts of the principles of philosophy and sociology and their relations with the field of education; special attention will be given to the historical and cultural issues and problems. Students are expected to acquire the skills of creative and critical thinking, and adopt philosophical views about life and society through the realm of Islamic doctrines.