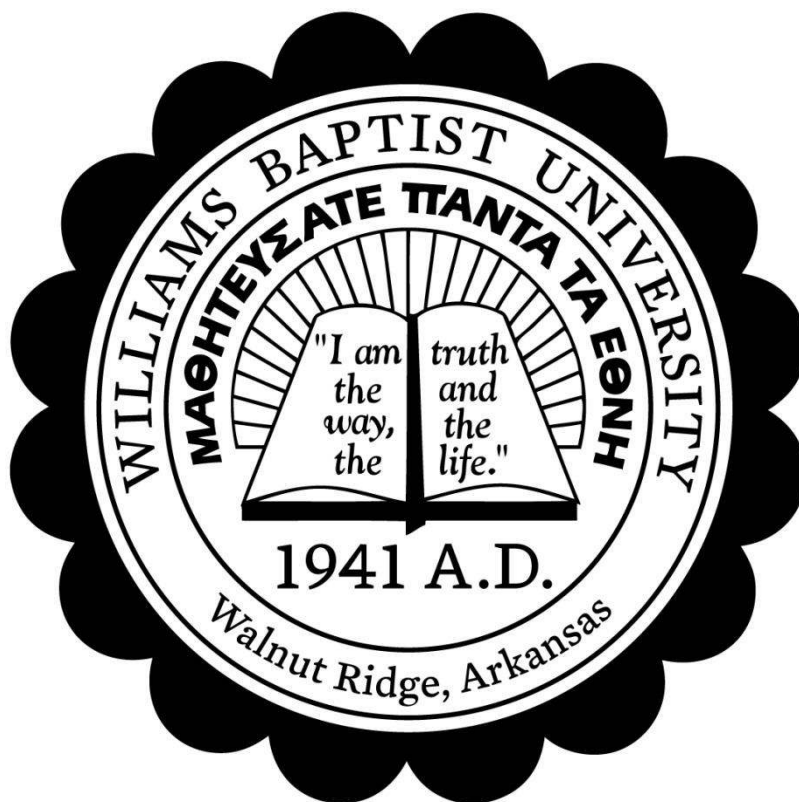


WILLIAMS BAPTIST UNIVERSITY

Graduate Catalog

2018-2019



Educate, Equip, and Enrich for Christ

Volume 2
Number 1

Accreditation

Higher Learning Commission

Council for the Accreditation of Educator Preparation

Institutional Memberships:

Association of Southern Baptist Colleges and Schools

Council for Christian Colleges and Universities

Independent College Fund of Arkansas

Independent Colleges of Arkansas

National Association of Independent Colleges and Universities

National Association Intercollegiate Athletics

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About WBU

Williams Baptist University is a Christian, liberal arts university. Williams is known for its academic excellence and personal attention, with a student-to-teacher ratio of 14-to-1, as well as its warm, Christ-centered environment. There are over 500 students on WBC’s main campus at Walnut Ridge, Ark., and a total enrollment of about 600. Students live in on-campus residence halls and apartments, off campus, and commute.

Williams offers undergraduate and graduate programs to prepare students for a wide array of career options, and it is ranked in the top tier of southern colleges & universities by US News & World Report. It is accredited through the Higher Learning Commission and by the National Council for Accreditation of Teacher Education.

Williams is owned and operated by the Arkansas Baptist State Convention.

Mission Statement

Williams’ mission is to provide an excellent, holistically Christian, liberal arts education, while compassionately shaping students’ lives.

Vision Statement

Williams' vision is to produce exceptional graduates prepared to engage local and global cultures through a Christ-centered worldview.

Purpose Statements

To provide opportunities to profess, practice, and strengthen one's faith and to encounter Biblical values.

To provide a caring campus community with opportunities for service to others, leadership preparation, and wholesome recreation.

To provide and assess programs of liberal arts, professional studies, and lifelong learning for a diversified traditional and non-traditional student body.

To provide an organization responsive to the needs of students, personnel, programs, and facilities, with a commitment to planning and leadership.

To provide an aesthetically pleasing campus glorifying to God's creation.

To provide and execute a plan which secures adequate resources to sustain and advance the institution.

To provide a positive image of the quality programs, faculty, students, staff, and graduates of the University.

To provide serviceable facilities which sustain the mission of the University.

To provide a technologically sophisticated infrastructure which supports academic, student, and administrative services.

To provide cultural experiences, thought provoking events, and educational enrichment for the campus community and the community at large.

To provide a healthy athletic atmosphere which engages the team members, the campus community, and the community at large.

To provide desirable housing for students and faculty.

Institutional Academic Goals

To produce students who demonstrate an understanding of the Judeo-Christian heritage and Christian world view.

To produce students who demonstrate the ability to communicate effectively across the curriculum.

To produce students who demonstrate the ability to reflect critically upon the environment, society, and self.

To produce students who demonstrate the ability to apply critical thinking and analytical skills to become more effective problem solvers.

To produce students who demonstrate an appreciation for a healthy lifestyle that will promote lifelong health and fitness.

To produce students who demonstrate a competence in at least one particular body of knowledge.

Introductory Information

Student Responsibility

Students are responsible for knowing the policies and procedures stated in this catalog. Policies and procedures are frequently reviewed and are subject to change without notice.

Summary Information

Calendar: Semester Plan: Summer, Fall and Spring terms

Degrees: Master of Arts in Teaching, Master of Science in Education

Williams Baptist University is accredited by the Higher Learning Commission

(<http://www.ncacihe.org>) located at 230 North LaSalle Street, Suite 7-500, Chicago, IL 60604-1411. The HLC can be contacted at: 800-621-7440, (312) 263-0456, or by email at info@hlcommission.org.

Entrance Requirements: SEE ADMISSIONS

For Further Information Contact: Director of Admissions, Williams Baptist University, P.O. Box 3737, Walnut Ridge, AR 72476

Phone: 870-759-4120 Fax: 870-759-4163

E-mail: Admissions@williamsbu.edu

GRADUATE ACADEMIC CALENDAR 2018-2019

FALL SEMESTER

August 21, 2018 - December 12, 2018

August 21 (Tuesday).....Term 1 Begins
October 8 (Monday)..... Last Day to Withdraw from Term 1
October 12 (Friday)..... Term 1 Ends
October 15 (Monday)..... Term 2 Begins
December 3 (Monday)..... Last Day to Withdraw Term 2
December 7 (Friday)..... Term 2 Ends

SPRING SEMESTER

January 7, 2019 – May 03, 2019

January 7 (Monday).....Term 1 Begins
February 25 (Monday)..... Last Day to Withdraw Term 1
March 1 (Friday)..... Term 1 Ends
March 4 (Monday)..... Term 2 Begins
April 29 (Monday)..... Last Day to Withdraw Term 2
May 1 (Wednesday)..... Term 2 Ends

SUMMER I AND SUMMER II

May 06, 2019 – August 9, 2019

May 6 (Monday)..... Graduate Term 1 Begins
June 17 (Monday)..... Last Day to Withdraw From Graduate Term 1
June 21 (Friday)..... Graduate Term 1 Ends

June 24 (Monday) Graduate Term 2 Begins
 August 5 (Monday) Last Day to Withdraw Graduate Term 2
 August 9 (Friday) Graduate Term 2 Ends

FALL SEMESTER

August 20, 2019 – December 6, 2019

August 20 (Tuesday) Graduate Term 1 Begins
 October 7 (Monday) Last Day to Withdraw from Graduate Term 1
 October 11 (Friday) Graduate Term 1 Ends
 October 14 (Monday) Graduate Term 2 Begins
 December 2 (Monday) Last Day to Withdraw Graduate Term 2
 December 6 (Friday) Graduate Term 2 Ends

SPRING SEMESTER

January 06, 2020 – May 01, 2020

January 6 (Monday) Graduate Term 1 Begins
 February 24 (Monday) Last Day to Withdraw Graduate Term 1
 February 28 (Friday) Graduate Term 1 Ends
 March 2 (Monday) Graduate Term 2 Begins
 April 27 (Monday) Last Day to Withdraw Graduate Term 2
 April 29 (Wednesday) Graduate Term 2 End

MAY TERM, SUMMER I AND SUMMER II

May 04, 2020 – August 14, 2020

May 4 (Monday) Graduate Term 1 Begins
 June 22 (Monday) Last Day to Withdraw From Graduate Term 1
 June 26 (Friday) Graduate Term 1 Ends
 June 29 (Monday) Graduate Term 2 Begins
 August 10 (Monday) Last Day to Withdraw Graduate Term 2
 August 14 (Friday) Graduate Term 2 Ends

HISTORY

In 1936, during the bleak days of the Great Depression, Dr. H. E. Watters, former President of Georgetown College in Kentucky and Union University in Tennessee, made a heroic but futile effort to re-open Jonesboro Baptist College in Jonesboro, Arkansas. The Jonesboro school succumbed to financial exigencies in the early 1930s after only a few years of life. Jonesboro Baptist College had not been the first Baptist educational venture in Northeast Arkansas. In 1899, Baptists established the Maynard Baptist Academy in Randolph County, and Woodland Baptist College had flourished briefly in Jonesboro from 1902 to 1911.

Despite the tradition of Baptist education in Northeast Arkansas and Watters' diligent efforts, there was to be no revival of Jonesboro Baptist College. Yet, Watters had not failed entirely. His dramatic appeal for Baptist education inspired others, notably H. E. Williams.

In 1941, Williams, the pastor of the First Baptist Church in Pocahontas, led in the establishment of Williams Baptist University (originally Southern Baptist College) in that town. For several years Williams had been building support for such a venture and in the spring of 1941 when he learned of the availability of a suitable building he pressed forward with an organizational meeting. On June 10, 1941, several hundred people from Northeast Arkansas and Southeast Missouri gathered in Pocahontas to establish a University. Among those in attendance were alumni of Jonesboro Baptist College and Maynard Academy.

The new University, which opened on September 10, 1941, was in a very real sense the descendent of the earlier colleges. Indeed, Williams Baptist University ultimately inherited the large library of the Jonesboro school and the first dean of the University was an alumnus of Maynard Academy.

For five years the University experienced steady growth at Pocahontas, but on December 26, 1946, the administration building with much valuable equipment was destroyed by fire. The University was then moved to Walnut Ridge. A milestone was reached in the history of the institution in 1948 when the Arkansas Baptist State Convention voted to include the University in its budget. Another significant development occurred in 1968 when the Arkansas Baptist State Convention officially adopted Williams Baptist University as a member of its family of institutions; the University is now owned and operated by the Convention.

At the commencement in the spring of 1973, the University Trustees announced that H.E. Williams, who had served as president for thirty-two years, had been appointed president-emeritus and that D. Jack Nicholas had been elected the second president of the institution. In succeeding years, plans developed to transform the University into a baccalaureate institution. The University started its first baccalaureate programs in the early 1980s, initially offering four-year degrees in religion, education, and business. Twenty-five more baccalaureate degree programs were subsequently added.

On July 1, 1991, Jimmy A. Millikin assumed the presidency of the University. On August 1, 1993, Gary C. Huckabay became the fourth president of Williams Baptist University. Dr. Jerol B. Swaim's tenure as president began in July 1995. Prior to his selection as the University's fifth president, Dr. Swaim had served at Williams for more than thirty years as Professor of History and Academic Dean.

In 2012, Dr. Tom Jones became the sixth president of the University. The University grew during the next few years to develop graduate and online degree programs.

Admission Procedure

Prospective students seeking admission to the graduate school will complete the following steps:

1. Submit an application for admission at <https://williamsbaptistuniversity.com/master-of-arts-teaching>.
2. Submit official transcripts from all undergraduate and graduate schools attended.
3. Submit official GRE scores.
4. Submit an essay of 200 words regarding professional plans and/or reason a graduate degree.
5. Submit a Letter of Recommendation – Statement of **Academic** Ability
6. Submit a Letter of Recommendation – Statement of **Personal** Character

Admission Requirements for a Graduate Program

Regular Admission

- Baccalaureate degree from a regionally accredited institution with a cumulative GPA of at least 2.75 (4.0 scale)
Or
- Grade point average of 3.0 for the last 60 hours of undergraduate courses
OR
- Grade point average 3.0 in the content major
Or
- Master's degree from a regionally accredited institution with a cumulative GPA of at least 3.0
- GRE documentation
- PRAXIS Core (The cut score is determined by the AR Department of Education.)
- PRAXIS Content (The cut score is determined by the AR Department of Education.)
- Letters of recommendation

Conditional Admission

- Baccalaureate degree from a regionally accredited institution; a cumulative undergraduate GPA of no lower than a 2.5
Or
- Completion of at least 12 semester hours of graduate course work in another graduate program from another regionally accredited college or university with a cumulative GPA of at least 3.0 and no grade lower than a B
- GRE documentation
- PRAXIS Core (The cut score is determined by the AR Department of Education.)
- PRAXIS Content (The cut score is determined by the AR Department of Education.)
- Letters of recommendation

Academic Regulations and Procedures

Information and Policies

The official source of all information concerning academic policies and regulations is the Graduate Catalog. While the Graduate Catalog is updated regularly, changes in requirements or policies may occur which are not immediately listed in this Catalog. All students should take note of official bulletins and announcements issued by the Dean of Graduate and Online Programs or of information specific to a particular Williams Baptist University graduate program.

Degrees and Certification

Master of Arts in Teaching

Master of Science in Education

Contact Information

Dean of Graduate and Online Programs: Dr. Ann Webb (870) 759-4230 awebb@williamsbu.edu

Academic Integrity

The intent of Williams Baptist University is that each student will make choices that increase his or her academic advancement and enhance his or her ethical principles. Cheating and plagiarism are contrary to the purpose of our educational institution and must be dealt with severely if students' work is to have any validity. Plagiarism is the appropriation of words or ideas of another without recognition of the source. Professors reserve the right to use all appropriate and available resources to verify originality and authenticity of all submitted coursework. An instructor who determines that a student has cheated or plagiarized will give an F for the assignment and may give a grade of F for the course. Additionally, the faculty member will submit a written report of the incident to the Williams Baptist University Academic Dean. Plagiarism and cheating will be grounds for dismissal, depending on the circumstances. The matter is dealt with by the Instructor and the student, in consultation with the Dean of Graduate and Online Programs.

Registration

Regular registration periods are designated for each term for both traditional and online courses. Additional times are designated as periods for late registration. Registration is subject to academic procedures that are published by the Registrar, and billing procedures that are published by the Office of Business Affairs. Students should meet with the Dean of Graduate and Online Programs or their graduate program advisor to plan their academic program and register for classes.

Late registration for graduate classes will end on the last day of the first week of the term. Students may register during the first week of the new term if all of the following two criteria are met: 1. Dean of Graduate and Online Programs gives permission; 2. The student pays a mandatory late fee of \$100.

Transcripts

Transcripts can be ordered through *Transcripts Plus* by accessing the Registrar's page on the University website. A *Transcript Request Form* is also available on this site for use in placing an order by mail. Requests by mail must include payment in the form of cash, check, and/or money order. Credit and debit card payments are not accepted by mail. Walk-in requests are acceptable; however, same day delivery is not available. Transcripts requested in this manner will be mailed. Facsimile, phone, and email requests are not accepted. A fee of \$10 will be charged for each official transcript. Processing transcript requests can take up to five business days, not including delivery time. No transcript will be issued until the business office reports all accounts settles. (See Financial Information Payment of Accounts.)

Transfer Credits

Admission cannot be completed nor credits granted until all necessary transcripts and information have been forwarded and evaluated. It is the applicant's responsibility to submit necessary materials for the adequate evaluation of any transcripts. Official transcripts from all previously attended colleges or universities must be on file in the Registrar's Office before a student may be granted any transfer credit or receive any grades from Williams. Specific credits granted will depend upon the accreditation status of the institution(s) involved, upon course equivalencies and upon grades earned. Courses accepted must be consistent with the curriculum of Williams. All grades will be used in calculating the cumulative GPA. Students who wish to retake those compatible courses in which they have received a D or F must repeat those courses at Williams. Students currently enrolled at Williams who wish to take courses at another institution and who wish to transfer those credits back to Williams must obtain approval from the

Registrar's Office and the Dean of Graduate Studies before pursuing course work at another institution. Students needing transfer credits to graduate must make certain that those official transcripts are on file in the Registrar's Office by 12:00 noon on the official day for posting grades prior to their scheduled graduation date. Failure to comply with this rule will result in the denial of graduation and participation in commencement exercises.

Degree Requirements

Each candidate for a degree or certificate must have completed all coursework and requirements with a GPA of not less than 3.0. The words "With Distinction" will appear on the diploma and transcript of any student who completes their degree with a GPA of at least 3.75. Once the degree is conferred, the academic record is finalized and cannot be changed.

Credit Hours

Williams Baptist University's policy on assignment of credit hours is modeled after the Carnegie unit system and applies to all graduate and undergraduate courses in all schools, regardless of modality of instruction. Standard academic engagement patterns are established specific to the course, the stated delivery methods, the established academic term, and published criteria that meets accrediting body requirements. The Registrar, at the time of course creation and approval, assigns credit hours at the school level based on the accrediting body credit hour requirements. Online courses are subject to an approval process similar to that of traditional in-person courses to ensure credit hour criteria are met.

Capstone Advisement

It is expected that Capstone students shall make satisfactory progress with their program's culminating activity. After the student registers for all sections of his/her Capstone requirement, he/she will be given one subsequent term to complete his/her work or a Capstone Continuation fee (equal to the cost of one graduate credit) will be charged for each additional term required to complete the project. Students can only register for Capstone Continuation for two terms. A student's degree will not be released until all Transfer of Credits, Capstone Continuation registration, and fees are recorded appropriately on a student's record.

Intent to Graduate

The formal graduation ceremony takes place in May. Students must complete the Intent to Graduate Form before the last day of registration for their final fall term at Williams. All students are required to apply for graduation by filling out the Intent to Graduate form that must be completed on the Williams Online Portal. Forms must be submitted according to the following deadlines. Failure to meet the appropriate deadline will result in postponement of degree conferred to the next scheduled date for issuing diplomas. Students who miss the deadline must submit an application for the new graduation date by the deadline listed below.

GRADING SYSTEM

Letter Grades

The letters A, B, C, D, F, and W are used in indicating the following qualities:

A – Excellent

B - Above Average

C – Average

D - Below Average

F - Failure to attain a minimum level of achievement, or unofficial withdrawal from a course.

W- Withdrawal from a course or for complete withdrawal from the University.

P/S - Pass (No grade points issued)

R - Repeat

*I Incomplete (given only if circumstances beyond the student’s control prevent the completion of the course during the semester). The student receiving an “I” has three months from the date the “I” is received to complete the course work; otherwise the “I” is automatically changed to an “F”.

AU- Audit

W - Withdrawal from a class or for complete withdrawal from the University.

***Students requesting “I” grades must first consult their advisor and the advisor must recommend the same to the Academic Dean’s office in writing.**

Any appeal for change of grade must be made within six weeks of the end of the semester or term in question to the office of Academic Affairs.

Grade Points

A - 4 points per semester hour

B - 3 points per semester hour

C - 2 points per semester hour

D - 1 points per semester hour

F - 0 points per semester hour

A student's grade point average (GPA) is computed by dividing the total number of grade points accumulated by the total number of semester hours attempted.

Repeating Courses

If a student repeats a course, the lower grade will be suppressed from the GPA. The original course and the repeated course must be taken at William Baptist University. The lower grade will remain on the transcript but will not count in the overall GPA. Students receiving financial aid should check with the Financial Aid Office to understand how repeating a course can affect their financial aid status. Students must submit a Course Repetition Form during the registration of the term the course is being repeated in order to have only the last grade counted. This online form is located on Williams Online Portal.

Change of Grade Policy

A change of grade after the close of any grading period, other than to rectify a grade of incomplete is approved only if a mistake was made in determining the final grade. Any grade change made by a respective faculty member, other than for an incomplete, must be submitted to the Office of Academic Affairs.

Transfer Student

A student admitted as a special transfer student is required to achieve a 3.0 average or better after completion of 2 courses. Please note, certain graduate programs may have more stringent program policies. Please check the specific program regulations. Grades are subject to review by the faculty advisor and program director at the end of each term. If the academic average falls below 3.0 the student will be placed on academic probation.

Academic Probation

All students who have a cumulative GPA below 3.0 will be placed on academic probation. If a student will not be able to achieve a cumulative GPA of 3.0 within 2 terms, the student will be placed on Academic Suspension. If a student receives a grade of F in any course the student will be subject to dismissal from the Master of Arts in Teaching Program.

For all students on probation, future registrations must be reviewed and approved by the director of the student's program as well as the Dean of Graduate and Online Programs. In all subsequent terms in which the student is on probation, the student is required to achieve a term GPA of 3.0 or better. If the 3.0 or higher is not achieved the student will be dismissed. Students who receive a grade of less than C may be required to repeat the course. Students will be allowed to repeat a course only once. The purpose of academic suspension is to provide students with time away from the University to examine and re-evaluate their academic status and goals. Students who are suspended must submit an application for readmission.

Academic Appeals Review

A student placed on academic suspension may submit a letter of appeal to the Dean of Graduate and Online Studies. The student should clearly state the reasons for the unacceptable academic performance and outline a plan of action for improved performance.

The student must submit the letter of appeal within 30 days of being placed on academic suspension. All decisions of the dismissal review are final.

STUDENT RECORDS

The provisions of the Federal Education Rights and Privacy Act of 1974 prohibit the University from issuing transcripts or other personally identifiable student records without that student's written consent, except as indicated below:

- (a) Williams Baptist University officials will have access to the records.
- (b) Records may be released in connection with a student's application for or receipt of financial aid.
- (c) Certain state and federal officials have legal access to the records.

Certain items are considered to be public information and may be released by the University without written consent unless the University is instructed to withhold such information from the public. Items of public information are: name, address, telephone listing, parent's names, date of birth, religious denomination, field of study, enrollment status, participation in officially recognized activities and sports, weight and height of varsity athletes, and dates of attendance.

Complaint/Grievance Procedures

A formal complaint may be filed concerning all phases of college life with either the University President, Vice President for Enrollment Management and Student Services or Dean of Students. Formal complaints made by a student, faculty member, or an administrator over academic issues. Such issues may include grade disputes, cheating, plagiarism, and the application of academic policies, may be made with the exception of a dismissal review. Before proceeding to a higher-level step, all lower-level steps must first be completed and documented in some form. William Baptist University continues to recommend and encourage the informal resolution of complaints, believing that effective communication is also part of the educational process. To the extent that a faculty member, academic unit head or dean are unavailable, a designee may be appointed for purposes of resolving such issues in a timely manner.

Student Commitment Engagement Policy (University & Course)

Withdraw from Williams Baptist University

Students withdrawing from the University during a semester must obtain a Withdrawal Form from the Office of Academic Affairs and have it properly executed. A student completing this process before the beginning of the final examination period will have a "W" recorded on the permanent record. A student who withdraws without following this required procedure will be recorded as having withdrawn unofficially and each grade will be recorded as an "F", and no fees will be refunded.

Students cannot officially withdraw from school after the last day of classes prior to final examinations or while under disciplinary investigation. Refunds for withdrawals will be made according to the Refund of Fees Schedule (*See fee schedule in such case*).

Withdraw from Williams Baptist University Course

The Student Commitment Policy varies with the course, instructional delivery, and published student engagement expectations. It is imperative that a student will meet the engagement expectations for all courses in which he/she is registered. Ceasing to meet the engagement expectations for three consecutive units without contacting the instructor will result in the issuance of a grade of F. (*See fee schedule in such case*). In addition, this status will be reported to the Office of Registrar and the Office of Financial Aid and may result in a reduction of financial aid monies. Students wishing to withdraw from courses for which they have registered must file an official withdrawal. Ceasing to meet the engagement expectations alone does not constitute an official withdrawal, nor does notification to the instructor or to any other office. An **official withdrawal** must be submitted to the Williams Baptist University Office of Registrar. The grade of W is recorded on the transcript for all student withdrawals. W's are not calculated in the student's GPA. A student who fails to withdraw officially will receive a grade of F which will be calculated into the student's GPA and may result in dismissal. There is a withdrawal deadline for each term. These deadlines are listed on the academic calendar, which is posted on the Williams Baptist University website.

FINANCIAL INFORMATION

Tuition & Fees:

Graduate Course Per Hour430.00

SPECIAL FEES AND EXPENSES

Special fees are assessed when applicable and are due when assessed. *Other* special fees may be assessed, (e.g., honor society fees).

Administrative Course Withdrawal Fee	\$15.00
Charge	15.00
Capstone Continuation Fee(per term).....	430.00
Dishonored Check	(first time) 20.00 (second time) 35.00
First check.....	20.00
Graduation Fee	130.00
Late Registration Fee	100.00
Replacement Diploma Fee	50.00
Transcript	10.00

PAYMENT OF ACCOUNTS (WBU Campus)

All charges are due and payable on the first day of classes. Accounts can be paid online through the WBU website, by calling the business office at [870-759-4123](tel:870-759-4123), or by paying in person. Accounts can be paid by cash, cashier check, money order, or major credit card. Personal checks will be accepted; however, should this form of payment be made, transcripts will be placed on hold for fifteen business days. Students who have not paid their balance in full, or arranged financial aid through WBU's financial aid office, by the start of the second week of classes will be dropped.

REFUNDS OR PAYMENT DUE

Withdrawal from the University

A student who officially withdraws from the University will be notified at the time of withdrawal as to whether further payments are due the University or whether a refund is due the student. **The official withdrawal procedure begins in the Registrar's office.**

Federal Financial Assistance Policy Relating to Withdrawal from University

A procedure will be used to determine the percentage of federal financial aid, which may be applied to the student's account, and the percentage which must be returned to the Federal Financial Aid (Title IV) Programs. The Office of Financial Aid will administer the formula used in this process.

The percentage will be used to calculate the amount the student has earned in his or her Financial Aid package. Federal financial aid packages (such as loans) must be applied to the student's account prior to withdrawal before they can be included in the percentage earned. If the student withdrawal occurs after the 60 percent point, the student will have 100 percent of his or her federal financial aid package applied to his or her account. If, after a student withdraws, they decide to return to Williams, they must write a letter to the Financial Aid Committee explaining: 1) why they withdrew; 2) their plan of action to resolve the issues pertaining to their initial withdrawal; and 3) how their initial withdrawal will not disrupt their timely progress toward a Williams degree. Letters can be mailed to the Financial Aid Office. P. O. Box 3734, Walnut Ridge, AR 72476.

Federal Financial Assistance Policy Relating to Withdrawal from a Course

Withdrawal from a course may result in a reduction in a student's Financial Aid Package. Reducing the course load below 6 hours will result in a reduction or loss of loans.

Master of Arts in Teaching

Admission Requirements

Regular Admission

- Baccalaureate degree from a regionally accredited institution with a cumulative GPA of at least 2.75 (4.0 scale)
Or
- Grade point average of 3.0 for the last 60 hours of undergraduate courses
OR
- Grade point average 3.0 in the content major
Or
- Master's degree from a regionally accredited institution with a cumulative GPA of at least 3.0
- GRE documentation
- PRAXIS Core (The cut score is determined by the AR Department of Education.)
- PRAXIS Content (The cut score is determined by the AR Department of Education.)
- Letters of recommendation

Conditional Admission

- Baccalaureate degree from a regionally accredited institution; a cumulative undergraduate GPA of no lower than a 2.5
Or
- Completion of at least 12 semester hours of graduate course work in another graduate program from another regionally accredited college or university with a cumulative GPA of at least 3.0 and no grade lower than a B
- GRE documentation
- PRAXIS Core (The cut score is determined by the AR Department of Education.)
- PRAXIS Content (The cut score is determined by the AR Department of Education.)
- Letters of recommendation

Master of Arts in Teaching (MAT) 36 Hours

Courses	Credit Hours
MAT 5013 Educational Characteristics	3
MAT 5023 Curriculum & Instruction	3
MAT 5033 Data and Assessment	3
MAT 5043 Effective Teaching	3
MAT 5053 Contemporary Issues	3
MAT 5063 Diversity in Education	3
MAT 5073 Educational Law and Ethics	3
MAT 5083 Professionalism & Christian Influence	3
MAT 5093 Modern Technology	3
MAT 5103 Writing & Research	3

MAT 5113 Clinical Track I OR	6
MAT 5123 Clinical Track II	6

MAT COURSE DESCRIPTIONS

MAT 5013 Educational Characteristics: Formal schooling, as well as related forms of education are explored as a background for understanding current practices. Philosophical and theoretical aspects of education are addressed.

MAT 5023 Curriculum and Instruction: Focus is on well known historical and philosophical aspects of curriculum development with practical and suitable applications of the principles of curriculum. Course concentration is on a systematic approach of instructional design models within a broad range of learning environments.

MAT 5033 Data and Assessment: Tests and assessments are essential parts of the instructional process. Learning to make the distinction between using assessment for learning rather than using learning for assessment is the major goal of the course. Collecting and managing data are important aspects of the course and adopting these concepts to classroom practice is imperative.

MAT 5043 Effective Teaching: Strategies are presented to develop efficient management procedures and teaching routines that produce positive school-wide behaviors. Teacher Excellence and Support System (TESS) components are spotlighted for use in practice.

MAT 5053 Contemporary Issues: Expansion of implicit and explicit knowledge of current issues and concerns in education that affect teaching, curriculum, motivation, families, administrative roles, school policies, and school law.

MAT 5063 Diversity in Education: Consideration of the needs and issues that impact students who are at risk will guide content. Gain differentiated skills necessary to teach students with disabilities, students in poverty, students learning beyond grade level, and English language learners is the course purpose.

MAT 5073 Educational Law and Ethics: Basic legal concepts in education including statutory and case law dealing with rights, obligations, and responsibilities of administrators, teachers, and students is the objective of this course.

MAT 5083 Professionalism & Christian Influence: Theories of value and evaluation, ethical discourse and arguments related to educational dilemmas in schools will be a class objective. Topics pertaining to abuse of power, race relations, and religious tolerance will be addressed in this course.

MAT 5093 Modern Technology: Explore and develop the uses of technology as teaching tools in the classroom and in real-world environments.

MAT 5103 Writing and Research: Review of action research, explore both quantitative and qualitative paradigms and develop a variety of research methodologies are the purpose of this course.

MAT5113 Clinical Track I: District Contracts afford the position of teacher. Local, state, and national standards guide planning, presenting, assessing, and reflection of the relationships and the responsibilities of an educator. A district mentor and a WBC Supervisor guide the clinical experience.

MAT 5123 Clinical Track II: A semester of traditional clinical practice. A district mentor and a WBC Supervisor guide the clinical experience.

Master of Science in Education

Admission Requirements

Regular Admission

- Baccalaureate degree from a regionally accredited institution with a cumulative GPA of at least 2.75 (4.0 scale)
Or
- Grade point average of 3.0 for the last 60 hours of undergraduate courses
OR
- Grade point average 3.0 in the content major
Or
- Master's degree from a regionally accredited institution with a cumulative GPA of at least 3.0
- GRE documentation
- Letters of recommendation

Conditional Admission

- Baccalaureate degree from a regionally accredited institution; a cumulative undergraduate GPA of no lower than a 2.5
Or
- Completion of at least 12 semester hours of graduate course work in another graduate program from another regionally accredited college or university with a cumulative GPA of at least 3.0 and no grade lower than a B
- GRE documentation

Letters of recommendation

Master of Science in Education (MSE) 30 Hours

Courses	Credit Hours
MSE 5013 Mastering the Standards	3
MSE 5023 Curriculum and Instruction	3
MSE 5033 Introduction to Advanced Certification	3
MSE 5043 Effective Teaching	3
MSE 5053 Contemporary Issues	3
MSE 5063 Diversity in Education	3
MSE 5073 Educational Law & Ethics	3
MSE 5083 Professionalism & Christian Influence	3
MSE 5093 Advanced Certification II	3
MSE 5103 Writing & Research	3
Total Hours Required:	30

MSE COURSE DESCRIPTIONS

MSE 5013 Mastering the Standards: A comprehensive study of Common Core State Standards (literacy, math & Next Generation Science standards) as well as other content standards is the focus of this course. Knowledge, skills related to performance, and approaches to assess learning will be foundational in this study.

MSE 5023 Curriculum and Instruction: Focus is on well-known historical and philosophical aspects of curriculum development with practical and suitable applications of the principles of curriculum. Course concentration is on a systematic approach of instructional design models within a broad range of learning environments.

MSE 5033 Introduction to Advanced Certification: For accomplished professionals in every field of practice that have honed and developed knowledge and skills. Knowing and Doing are the hallmarks of deep professional achievement. The National Board of Professional Standards (NBPTS) Core Propositions One, Propositions Two, and Propositions Three. This course is in preparation for accepting the challenge of National Board of Professional Teaching Standards certification.

MAT/MSE 5043 Effective Teaching: Strategies are presented to develop efficient management procedures and teaching routines that produce positive school-wide behaviors. The Arkansas initiative, Teacher Excellence and Support System (TESS) components are spotlighted for use in practice.

MSE 5053 Contemporary Issues: Expansion of implicit and explicit knowledge of current issues and concerns in education that affect teaching, curriculum, motivation, families, administrative roles, school policies, and school law.

MSE 5063 Diversity in Education: Consideration of the needs and issues that impact students who are at risk will guide content. To gain differentiated skills necessary to teach students with disabilities, students in poverty, students learning beyond grade level, and English language learners is the course purpose.

MSE 5073 Educational Law and Ethics: Study of basic legal concepts in education including statutory and case law dealing with rights, obligations, and responsibilities of administrators, teachers, and students is the objective of this course.

MSE 5083 Professionalism & Christian Influence: Theories of value and evaluation, ethical discourse and arguments related to educational dilemmas in schools will be a class objective. Topics pertaining to abuse of power, race relations, and religious tolerance will be addressed in this course.

MSE 5093 Advanced Certification II: A companion course to MSE 5033. This course is designed for accomplished professionals in every field of practice who have honed and developed knowledge and skills. Knowing and Doing are the hallmarks of deep professional achievement. Core Principle Three, Core Principle Four, and Core Principle Five are addressed in this course. This course is in preparation for accepting the challenge of National Board of Professional Teaching Standards certification.

MAT/MSE 5103 Writing and Research: Review of action research, explore both quantitative and qualitative paradigms and develop a variety of research methodologies is the purpose of this course.

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BOARD OF TRUSTEES

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Ann Webb, Dean of Graduate and Online Programs

B.S.E, M.S.E., Ph.D., Arkansas State University.

Charlotte Wheelless, 2017 Professor of Education; Department Chair of Education

BSE, Williams Baptist University; M.Ed Grand Canyon University; Ed.D Grand Canyon University