Welcome to the Carter and Moyers School of Education!

Our unique Masters of Education Cohort program is designed for the practicing professional with a convenient Saturday class schedule, relevant and current coursework, and an emphasis on collaborative learning experiences. Come join us at any of our three convenient locations!

Preparing Professional Educators of Distinction to Make a Positive Impact on this Generation and the Next!

Dr. David Cook
Chair of Graduate Education
Coordinator Leadership Programs

Dr. Stephen Wright
Program Director
Master of Education
Dear Candidate,

Thank you for your interest in the LMU Master of Education program. We are excited to have you as part of a program that respects the professional practitioner. Professionals enrolled in the LMU Master of Education program build strong and lasting collegial relationships, engage in exploration of current topics, and embark on pathways to meet their career and personal goals.

The master’s program includes relevant academic content courses with extensive embedded clinical experiences resulting in a strong theory into practice instructional model. Candidates enter and move through the program as a cohort, engaging in individual and group projects resulting in a cohesive professional learning community. This program is based on a group work model so colleagues, or family members, wishing to participate in the program together may send applications collectively.

The MEd classes are offered at the following sites:

- **Chattanooga State Community College**
  4150 Amnicola Highway
  Chattanooga, TN 37406

- **LMU Cedar Bluff Campus**
  421 Park 40 North Blvd
  Knoxville, TN 37923

- **LMU Main Campus**
  6965 Cumberland Gap Parkway
  Harrogate, TN 37752

- **Kingsport Higher Education Center**
  300 W. Market
  Kingsport, TN 37660

The MEd program description:
- Includes 33 semester hours of successful coursework
- Consists of four semesters, beginning Summer 2017 and completing in Summer 2018
- Classes meet twice per month, Saturdays 8:00 a.m. – 5:00 p.m. for a total of 30 class meeting dates

The MEd program offers majors in the following areas:
- Curriculum and Instruction (CI)
- **Instructional Leadership (IL): leading to Initial Tennessee Leadership Licensure** (*
- Education Leadership (EL): not leading to Initial Tennessee Leadership Licensure.

The EL major is suitable for candidates already holding Leadership Licensure, out-of-state candidates, higher education personnel, practitioners seeking improvement with best practices in organizational leadership, innovative strategic school improvement, organizational alignment, and data collection and analysis to improve the overall school community.

* **Instructional Leadership** – applicants for the *Tennessee Instructional Leadership Licensure* track must complete the *Pre-Admissions Packet* (attached) and return it with the application form. Once the *Pre-Admissions Packet* and documentation is received, applicants will be provided the *Instructional Leadership Admission Portfolio Notebook* requirements to complete. *Leadership licensure candidates must also pass the School Leadership Licensure Assessment (SLLA) as a graduation requirement. IL Candidates who hold a special group license are required to take the PLT in order to earn IL Licensure. See [http://www.ets.org/praxis](http://www.ets.org/praxis) Contact Veronika Dillow or Kay Lewis in the graduate office if you have questions. Out-of-state candidates may opt for their state’s required assessment.*
Meeting Dates: MEd - Saturday

**Saturday Cohort C - Chattanooga, Harrogate**

**Summer Semester 2017**
May 20, June 3, June 17, June 24, July 8, July 22

**Fall Semester 2017**
Aug 12, Aug 26, Sept 16, Sept 30, Oct 14, Oct 28, Nov 4, Nov 18, Dec 2,

**Spring Semester 2018**
Jan 6, Jan 27, Feb 10, Feb 24, Mar 10, Mar 24 April, 7, April 21, May 5

**Summer Semester 2018**
May 19, June 2, June 16, June 30, July 14, July 21

**Saturday Cohort D – Cedar Bluff, Kingsport**

**Summer Semester 2017**
May 20, June 3, June 17, June 24, July 8, July 15, July 22

**Fall Semester 2017**

**Spring Semester 2018**
Jan 20, Feb 3, Feb 17, Mar 3
Mar 17, Mar 24, Apr 14, Apr 28, May 5

**Summer Semester 2018**
May 19, June 2, June 9, June 23, July 7, July 21

★★ Both MEd and EdS degrees may qualify graduates for educator licensure and/or salary upgrades contingent on state policies and regulations. Prospective students should verify all salary and promotion upgrade information with their appropriate state licensure or certification agency prior to enrollment. It is up to the individual’s State Licensure Department to approve and accept Programs of Study Leading to Licensure. Refer to disclaimer at bottom of page.

**Tuition for the MEd program:**
The tuition rate for the 2016-2017 academic year is $440/credit hour. There are payment plans and financial aid packages available. As soon as the 2017-2018 rates become available, prospective students will be informed at [http://www.lmunet.edu/admissions/graduate/tuition-and-fees](http://www.lmunet.edu/admissions/graduate/tuition-and-fees)

**Special Chattanooga State Community College Site Scholarships Available:**

**O. O. Howard Minority Teacher Scholarship** -
Qualified, diverse educators employed in Hamilton County Tennessee schools are eligible for the *O.O. Howard Minority Scholarship.* The scholarship grants a 10 percent reduction of tuition for any Lincoln Memorial University graduate education program at CSCC. Contact Terri Knuckles at Theresa.knuckles@lmunet.edu for application information.

**Chattanooga State Community College President’s Scholarship** -
Qualified full-time employees of Chattanooga State Community College may receive a generous President’s Scholarship for any graduate program offered by Lincoln Memorial University on the CSCC campus, and also for the Executive Leadership and Higher Education EdD programs in Knoxville, TN.

★★ Carter & Moyers School of Education Professional Certification and Licensure Disclaimer
Authorization for the University to provide a program for the preparation of teachers, counselors or administrators does not guarantee eligibility for certification, licensure or benefits. It is the sole responsibility of the candidate to be knowledgeable about state-specific requirements for certification/licensure/benefits, and/or qualifications for certification, licensure or benefits and to apply for the same.
MEd Cohort Program
Application Instructions and Program Process Guide

Initial Program Admittance:
- Complete and submit program application – Page 5 or use the online Graduate Application by clicking the “Apply Now” button found at http://www.lmunet.edu/home
- Submit $50 non-refundable application fee
- Request 1 official transcripts for your Bachelor’s Degree
- Request 1 official transcripts for any coursework since your Bachelor’s Degree
- Instructional Leadership majors only – Submit Pre-Admissions Packet for Instructional Leadership (Tennessee Leadership Licensure) – Page 6
- Submit all document above to:
  - Graduate Education Department
  - 6965 Cumberland Gap Parkway
  - Harrogate, TN 37752
- The IL Candidate Notebook Portfolio and Candidate Interview must be approved prior to registration – Pg. 6

Level 2 Program Admittance (Before completion of 9 Credit Hours or December 2017):
- Application for Degree Candidacy – (will be enclosed with Level 1 Acceptance Letter)
- Appropriate admissions scores for CI and EL majors (within the last 5 years) from one of the following tests:
  - GRE (3 general tests) http://www.ets.org/gre – Verbal 144; Quantitative 140
  - NTE-Prof Knowledge or Praxis-Principles of Teaching & Learning http://www.ets.org/praxis/ – K-6 155; 5-9 154; 7-12 159
  - Miller Analogies Test – Paper Test 32; Computer Based Test 88 http://www.pearsonassessments.com/postsecondaryeducation/graduate_admissions/mat.html
- IL Candidate Admission Portfolio, Candidate Admission Interview, and SLLA exit test are required for IL majors in place of admission test requirements above plus
- IL Candidates holding a special area license (such as school counseling) must take and pass the appropriate Principals of Learning & Teaching (PLT). See http://www.ets.org/praxis Contact Veronika Dillow or Kay Lewis in the graduate office if you have questions.
- Three Recommendation Forms – (will be enclosed with your Level 1 Acceptance Letter) for EL and CI.
- Advisor-approved Program of Study – (will be provided in class)

Exit Requirements:
Successful completion of all course requirements
- School Leadership Licensure Assessment (SLLA) (IL Majors only)
- Comprehensive Examination (CI and EL Majors only) see graduate catalog for examination information.
- Intent to Graduate Form
- $150 Graduation Fee

Graduate Education Office Contact Information:
- Graduate Education website: http://www.lmunet.edu/academics/schools/school-of-education
- LMU Toll-free number: 1-800-325-0900, ext. 7057, 7068 or 6223 and 423-869-7057.
- Veronika Dillow, MEd Program Contact: veronika.dillow@lmunet.edu
- Kay Lewis, MEd Program Contact: kay.lewis@lmunet.edu
- Dr. David Cook, Chair Graduate Education: david.cook@lmunet.edu
- Dr. Stephen Wright, Program Director, Master of Education: stephen.wright@lmunet.edu
## Master of Education Program Application
Saturday Cohort Beginning Summer Semester 2017

### APPLICANT INFORMATION

<table>
<thead>
<tr>
<th>Name:</th>
<th>Last</th>
<th>First</th>
<th>Maiden/Middle</th>
</tr>
</thead>
</table>

Current address:

<table>
<thead>
<tr>
<th>City:</th>
<th>State:</th>
<th>ZIP Code:</th>
</tr>
</thead>
</table>

SS#  
Gender: Male Female  
U.S. Citizen: Yes No  
Date of Birth:  
Race: *(voluntary – reporting purposes only)*  
Telephone Number: Mobile Home Work  
Email address:  
Current Position:  
School System:  
School:  

### PROGRAM INFORMATION

Do you plan to enroll in Saturday cohort beginning Summer 2017? Yes No  
Cohort Site: *(please circle)* Chattanooga Harrogate Knoxville  

Proposed area of emphasis:  
- [ ] Curriculum and Instruction (CI)  
- [ ] Instructional Leadership (IL): leading to Initial Tennessee Leadership Licensure  
- [ ] Education Leadership (EL): Leadership program leading to degree only (Suitable for candidates already holding Leadership Licensure, out-of-state candidates, higher education personnel, or practitioners seeking improvement with best leadership practices.)  

### EDUCATIONAL BACKGROUND: LIST ALL COLLEGES OR UNIVERSITIES ATTENDED, INCLUDING LMU.

*Applicants must submit two copies of official transcripts of bachelor’s and master’s degree programs and any other post graduate coursework. Please send transcripts directly to the Graduate Education Office, Attn: Veronika Dillow*

<table>
<thead>
<tr>
<th>Name of Institution</th>
<th>Location</th>
<th>Dates Attended</th>
<th>Major Area</th>
<th>Degree</th>
</tr>
</thead>
</table>

I hereby certify that the information given on this application is complete and accurate.

Signature of Applicant:  
Date:  

Approved:  
Chair of Graduate Education:  
Date:  

Please submit application, a nonrefundable $50 application fee and official transcripts to: Lincoln Memorial University Office of Graduate Education – Business/Educational Building Suite 237, 6965 Cumberland Gap Parkway Harrogate, TN 37752. Attn: Veronika Dillow

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Rev. 03/24/17  
Page 5
MEd Instructional Leadership (IL)
Leading to Initial Tennessee Leadership Licensure

Pre-Admissions Packet

**APPLICANT INFORMATION**

<table>
<thead>
<tr>
<th>Name: Last</th>
<th>First</th>
<th>Maiden/Middle</th>
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Current address:

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<tr>
<th>City:</th>
<th>State:</th>
<th>ZIP Code:</th>
</tr>
</thead>
</table>

SS# | Date of Birth: | Race: (voluntary – reporting purposes only) |
|-----|----------------|-----------------------------------------|

Telephone Number: Mobile | Home | Work |
|------------------------|------|------|

Email address:

Current Position: | School System: | School: |
|----------------|----------------|--------|

**NECESSARY PRE-ADMISSION DOCUMENTS**

*Please attach the following documents and submit by March, 15 2017*

1. Recommendation for Consideration (must be completed by a practicing administrator)

2. Copy of current teacher license (IL Candidates who hold a special group license are required to take the PLT in order to earn IL Licensure)

3. Copy of system Employment Verification Form, documenting three years of successful teaching experience at time of program entry.

4. Copy of most recent performance appraisal

Please submit to:

Lincoln Memorial University Office of Graduate Education
6965 Cumberland Gap Parkway, BE Suite 237, Harrogate, TN 37752
Attn: Veronika Dillow

Upon receipt of the completed Leadership Licensure Pre-Admission Packet, you will receive the IL Licensure Admission Portfolio Requirements. The completed IL Licensure Admission Portfolio must be received in the graduate office by May 1, 2017. The Instructional Leadership faculty will evaluate the IL Licensure Admission Portfolio and those accepted into the program will be invited for an interview.

**Items to submit to Graduate Education Office:**

- **MEd Application** | May 1, 2017
- **Leadership Licensure Pre-Admissions Packet** | May 1, 2017
- **IL Licensure Admission Portfolio** | May 1, 2017
Lincoln Memorial University  
Master of Education  
Saturday Cohort Program 2017-2018

Program of Study:  
Curriculum and Instruction (CI)

<table>
<thead>
<tr>
<th>Semester 1</th>
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<tbody>
<tr>
<td>CI Major</td>
</tr>
<tr>
<td>EDUC 501 Foundations of American Education</td>
</tr>
<tr>
<td>CI 516 Motivational Theory and Classroom Management</td>
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<td>CI 517 Motivational Theory Field Experience and Electronic Portfolio</td>
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<table>
<thead>
<tr>
<th>Semester 2</th>
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<tbody>
<tr>
<td>CI Major</td>
</tr>
<tr>
<td>EDUC 511 Research and Statistics</td>
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<tr>
<td>CI 512 Educational Practice and Innovation</td>
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<td>CI 513 Educational Practice and Innovation Field Experience</td>
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<table>
<thead>
<tr>
<th>Semester 3</th>
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<tbody>
<tr>
<td>CI Major</td>
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<tr>
<td>EDUC 551 Supervision for Teaching and Learning</td>
</tr>
<tr>
<td>CI 509 Content Literacy</td>
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<tr>
<td>CI 510 School Supervision and Content Literacy Action Research</td>
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<thead>
<tr>
<th>Semester 4</th>
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<tbody>
<tr>
<td>CI Major</td>
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<tr>
<td>IL 541 School and Community Partnerships in a Diverse World</td>
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<tr>
<td>CI 501 Curriculum, Instruction and Assessment</td>
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<tr>
<td>Capstone Electronic Portfolio</td>
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Total Program Hours 33 hours
# Program of Study:
## Instructional Leadership (IL) Licensure

**Semester 1**

<table>
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<tr>
<th>IL Major</th>
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</table>
| EDUC 501 Foundations of American Education | 3 hours  
| IL 501 Leadership and School Improvement | 3 hours  
| IL 502 Clinical Practice in Leading Schools and ePortfolio | 3 hours  

**Semester 2**

<table>
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<th>IL Major</th>
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| EDUC 511 Research and Statistics | 3 hours  
| IL 561 School Law and Ethics | 3 hours  
| IL 562 Clinical Practice in School Law, Ethics, Finance and Diversity Issues | 3 hours  

**Semester 3**

<table>
<thead>
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<th>IL Major</th>
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| EDUC 551 Supervision for Teaching and Learning | 3 hours  
| IL 571 School Finance and Resource Management | 3 hours  
| IL 572 Supervision and Community Partnerships Action Research | 3 hours  

**Semester 4**

<table>
<thead>
<tr>
<th>IL Major</th>
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</table>
| IL 541 School and Community Partnerships in a Diverse World | 3 hours  
| CI 501 Curriculum, Instruction and Assessment | 3 hours  
| Capstone Electronic Portfolio | 0 hours  
| IL 589 School Leadership Licensure Assessment (SLLA) or Out-of-State Required Assessment | 0 hours  

Total Program Hours: 33 hours
<table>
<thead>
<tr>
<th>Semester 1</th>
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<tbody>
<tr>
<td>EDUC 501 Foundations of American Education</td>
<td>3 hours</td>
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<tr>
<td>IL 501 Leadership and School Improvement</td>
<td>3 hours</td>
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<tr>
<td>EL 502 Clinical Practice for Leadership of Organizations and ePortfolio</td>
<td>3 hours</td>
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<table>
<thead>
<tr>
<th>Semester 2</th>
<th>EL Major</th>
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<tbody>
<tr>
<td>EDUC 511 Research and Statistics</td>
<td>3 hours</td>
</tr>
<tr>
<td>IL 561 School Law and Ethics</td>
<td>3 hours</td>
</tr>
<tr>
<td>EL 562 Clinical Practice in Ethics, Law, Resource Management &amp; Cultural Diversity</td>
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<table>
<thead>
<tr>
<th>Semester 3</th>
<th>EL Major</th>
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<tbody>
<tr>
<td>EDUC 551 Supervision for Teaching and Learning</td>
<td>3 hours</td>
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<tr>
<td>IL 571 School Finance and Resource Management</td>
<td>3 hours</td>
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<tr>
<td>EL 572 Clinical Practice through Action Research</td>
<td>3 hours</td>
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<table>
<thead>
<tr>
<th>Semester 4</th>
<th>EL Major</th>
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<tr>
<td>IL 541 School Community Partnerships in a Diverse World</td>
<td>3 hours</td>
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<tr>
<td>CI 501 Curriculum, Instruction and Assessment</td>
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<tr>
<td>Capstone Electronic Portfolio</td>
<td>0 hours</td>
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<td>Summative Evaluation: Comps</td>
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**Total Program Hours** 33 hours