

Master of Education, major in Educational Leadership and Management (Non-Thesis Program)

It's a non-thesis program designed to develop leaders in the educational setting. The program focuses on providing educational leaders with an opportunity to develop knowledge, competencies and skills in curriculum design and evaluation, instructional leadership, fiscal, human and physical plant management, institutional linkages, and other key areas of administrative responsibility.

Admission Requirements

Admission to programs offered by the Educational Leadership and Management Department is on a selective basis. In general, only those students who can profit from graduate work and are able to successfully comply with prescribed requirements for graduation shall be considered.

The following factors are considered in the admission process:

- GPA of at least 85% in the bachelor's degree.
- Administrative experience
- Entrance exam results
- Clarity of proposed dissertation topic
- Potential for graduate work and educational leadership based on results of interview.

Financial Assistance

A limited number of financial assistance awards is available to Filipino graduate students. Information on available grants may be secured from the Scholarship and Financial Assistance Office (Director: Ms. Severina V. Kikuchi) located at the mezzanine of Graduate Admissions Office.

Course Requirements

Basic Courses	12 units + 1
Major Courses	18 units
Integrating Course	6 units

Written Comprehensive Exams

Oral Comprehensive Exam

TOTAL -----
36 units

Additional six (6) units of Advanced Technical Reading and Writing 1 and 2 will be required for applicants with a low score in the essay part of the entrance examination.

Basic Courses

Introduction to Research and Statistics (3 units)

A study to demonstrate the understanding of basic research concepts and methods. To apply research knowledge and skills in their field of specialization. To express appreciation for the value of research in understanding human behavior in the context of education. Understand the fundamental concepts and principles of descriptive and inferential statistics. To apply the fundamental concepts of statistics to research problems in education, psychology and the social science and to value honesty, industry, perseverance, determination, hard work, order and respect for the others which are the requirements of all well as the outcomes of conducting research.

Program Evaluation (3 units)

The course merges theory and application bearing on evaluation of learning and of educational programs. The students are expected to construct pencil-and-paper tests based on principles and guidelines on test construction, develop scoring rubrics to evaluate the execution of a process, performance, or product and to develop a plan for evaluating a particular course, field of study, or program.

Educational Leadership and Management in the New Economy (3 units)

A study of the basic principles and theories of leadership and management as applied in a school setting. Particular attention will be given to the analysis of developments and trends in the new economy and their implications for educational leadership and management.

Action Research (3 units)

The course introduces the students to basic concepts and principles of action research in an educational setting. During the course students are expected to identify a leadership and management problem that will be the focus of their independent study/practicum.

Lasallian Philosophy of Education (1 unit)

The course helps students to acquire an understanding of St. John Baptist de La Salle's life, work, writings and charism in order for the student to make De La Salle's spirit come alive in contemporary education.

Major Courses

Curriculum Engineering (3 units)

The course deals with the principles, design and processes of curriculum development, and change, materials development, and evaluation of teaching-learning outcomes.

Instructional Leadership (3 units)

The course deals with the nature, process and general approaches to the supervision of instruction and implementation of instructional program.

Human Resources Management (3 units)

The course focuses on the roles and functions of human resource management in the school setting, specifically on the recruitment, development, compensation, and evaluation of human resources. Consideration is given to the environment of schools and their need for greater resource productivity and organizational effectiveness.

Fiscal Planning and Management (3 units)

The course provides a systematic and formalized approach to managing three important areas: financial analysis and planning, asset management, and financial structure management

Legal Aspects of Education (3 units)

A study of the laws of the country, such as labor laws, tax and corporation laws affecting schools, the administrators' role in legal cases, and procedures in legal investigations.

Technology in Educational Learning Environments (3 units)

A study of the use and applications of technology in educational management. Covers emerging trends, e.g. end user computing experts system, MIS planning, and the use of MIS to achieve the competitive edge, technology enabled educational delivery system.

Integrating Course

Seminar on Renewal and Change in Education Institutions (3 units)

The course will provide a forum for students to synthesize and apply concepts, theories, and principles learned in the major courses in formulating a strategic plan aimed at institutional renewal and change.

Pre-requisites: Completion of all academic subjects.

Independent Study/Praxis Paper (3 units)

The course focuses on the identification of an action research topic and the conduct of an investigation to address specific problem areas aimed at improving educational and management practice. Possible topics include development and production of instructional materials, strategic planning, financial planning, program evaluation and development, educational innovation and change, and other related areas. Successful defense of the research report serves as the final requirement for the master's degree.

Pre-requisite: Action Research

Written Comprehensive Examinations

Students are required to take and pass the written comprehensive examinations upon completion of all academic courses. This is a requirement prior to the oral comprehensive examinations.

Oral Comprehensive Examinations

Upon completion of the paper, the results are to be presented for oral defense before an examination panel.

Prerequisites: Completion of all academic courses and passing of written comprehensive examinations.