

Higher Education Administration

Master of Science in Higher Education Administration

The Master of Science in Higher Education Administration serves the purpose of preparing students for innovative and socially responsible leadership roles within higher education. Students will gain knowledge and leadership skills necessary to meet the growing challenges of working with and supporting a culturally diverse student population consisting of first generation students, underrepresented minoritized students, international students, and/or students who face economic challenges.

Students pursuing an M.S. in Higher Education Administration may choose between two tracks. These include the Higher Education Administration track (thesis or non-thesis) and an Academic Advising track (non-thesis). Coursework for all options is offered entirely online.

Higher Education Administration - General Track

Thesis: The thesis option consists of 39 credit hours. This path is for those seeking upward mobility within the field of higher education in either student or academic affairs, as well as those seeking to further their academic research skills in preparation for doctoral study. Students who choose this path are required to take a minimum of 6 credit hours of thesis research. The thesis option will require successful completion of the thesis defense.

Non-Thesis: The non-thesis option consists of 36 credit hours and successful completion of a practicum and comprehensive exam. This path is designed to give students a foundation in education research, while also focusing on content relevant to those who wish to work or are currently working in academic or student affairs. This general option gives students the ability to elect to complete a practicum course and submit an experiential project to complete degree requirements. All practicum students may select from the following options:

- Select an administrative practicum in an area of interest
- Select an experiential practicum focused on preparation for a national or regional conference
- Select a written practicum focused on publication
- Select a personalized practicum with your faculty advisor

The Non-thesis option will require successful completion of a comprehensive exam. Comprehensive exam dates and timelines will be announced at the beginning of the final semester of a student's degree plan. Students will be given a period of no more than two weeks to complete their comprehensive exam. No collaboration nor outside help is allowed during the exam period. Failure to independently complete the comprehensive exam will result in an automatic no-pass score and the student will be removed from the program with no option to reapply.

Higher Education Administration - Academic Advising Track

Non-Thesis: The Higher Education Administration - Academic Advising track is a non-thesis option consisting of 36 credit hours,

successful completion of a practicum, and comprehensive exam. This path is designed to give students a foundation in academic advising competencies required for the administration of academic advising within higher education. Students will gain valuable knowledge on the advancement of academic advising practices, create their own personalized advising philosophy, develop assessment skills, as well as applicable knowledge of diversity, equity, inclusion, and how to create a sense of belonging to support all students. Special attention will be given to work related to supporting students who identify within marginalized and minoritized populations. This track option gives students the ability to complete a practicum course and submit an experiential project to complete degree requirements. All practicum students may select from the following options:

- Select an administrative practicum in an area of interest
- Select an experiential practicum focused on preparation for a national or regional conference
- Select a written practicum focused on publication
- Select a personalized practicum with your faculty advisor

Higher Education Administration - Diversity, Equity, Inclusion, and Advocacy Track

Non-Thesis: The Diversity, Equity, Inclusion, and Advocacy (DEIA) track within the Master of Science in Higher Education Administration degree program is a non-thesis option consisting of 36 credit hours, successful completion of a practicum, and comprehensive exam. The DEIA track will fulfill a much-needed gap in preparing future DEI professionals both within higher education and within the corporate world. It is designed to provide learners with opportunities to gain knowledge, skills, and competencies associated with advancing personal, social, and cultural initiatives to combat interpersonal and systemic inequities as well as foster cultures of inclusion and justice. Learners will display their knowledge of and ability to apply desirable competencies within, yet not limited to post-secondary education institutions, civic engagement, nonprofit, and politically minded organizations, health care providers, as well as the business and industry sectors.

Admission Requirements for All Tracks

Applicants must meet the following requirements for admission to the Master of Science in Higher Education Administration:

- Completed undergraduate degree (any major)
- An official copy of all transcripts
- GPA of at least 2.5 on a 4.0 scale
- Resume/CV
- Statement of purpose
- Three professional recommendations
- Interview
- No GRE score is required

Learning Outcomes

The Master of Science in Higher Education Administration program will prepare students with competency in the following areas:

- Knowledge of organizational theory, as well as social and policy issues that critically impact student success.

- Knowledge of ways in which to engage in strategic partnerships between academic affairs and student affairs to provide critical support structures for student success.
- Knowledge of the unique challenges and variations within higher education, including differences in schools by regions of the United States, urban/rural institutions, tribal colleges and universities (TCUs), historically Black colleges and universities (HBCs), and other iterations of higher education institutions.
- Knowledge of organization, culture, diversity and the history of higher education.
- Knowledge of relevant research on student development theories.
- Knowledge and skills to engage in and use research and assessment to improve education programs and practices within higher education.
- Knowledge and skills to be competitive when seeking admission to advanced degree programs.

Graduate Certificate in Higher Education Administration

The Higher Education Administration Graduate Certificate serves the purpose of preparing current and future professionals with the knowledge base necessary to be successful within their current positions within higher education, as an avenue for work-related advancement and promotion, and/or enrollment in a future degree-seeking graduate program in Higher Education.

Admission Requirements

Applicants must meet the following requirements for admission to the Graduate Certificate in Higher Education Administration:

- Completed undergraduate degree with an overall GPA of at least 2.5 on a 4.0 scale OR current UAB undergraduate student in good standing with 60+ credit hours completed and an institutional GPA of 3.0 (Applicants do not need to have earned a degree in education nor be currently pursuing a degree in education).
- Applicants must submit an official copy of their transcripts.
- Submit a purpose statement outlining the reason student is pursuing the Graduate Certificate (**not to exceed one page**).
- Provide a letter of recommendation from your current (most recent if currently unemployed) supervisor.

Note: If undergraduate students meet the certificate admission criteria stated above, they can start the Higher Education Administration Graduate Certificate while still pursuing their bachelor's degree. However, because of their admission to a Graduate Certificate program, these undergraduate students cannot use the graduate credit hours from this certificate program toward their undergraduate degree. After having earned their undergraduate degree and also having earned the Higher Education graduate certificate, alumni will be able to use up to 12 credit hours from their graduate certificate toward an Master of Science in Higher Education Administration at UAB if completed within five years of having earned their undergraduate degree.

Learning Outcomes

The Higher Education Administration Graduate Certificate will prepare certificate-seekers with competency in the following areas:

- Organization, culture, diversity and history of higher education,
- Governance, structure, and management of higher education institutions,

- Research, theoretical, and practical issues surrounding access to college and equity in higher education, and
- Critical support systems within higher education that promote student success.

Students pursuing an M.S. in Higher Education Administration may choose between two tracks. The Higher Education Administration track has both a thesis and non-thesis option. The Academic Advising track is a non-thesis only option. Coursework for all options is offered entirely online. All non-thesis options require successful completion of the comprehensive exam for graduation. The thesis option requires successful defense of the master's thesis for graduation.

Master of Science in Higher Education Administration

Higher Education Administration - General Track (Thesis Option)

Requirements	Hours
Major Courses	
HEA 600 Administration of Higher Education	3
HEA 610 History of Higher Education	3
HEA 620 Access & Equity in Higher Education	3
HEA 630 Higher Education Law	3
HEA 640 Organization, Leadership, & Change	3
HEA 660 College Student Development	3
HEA 670 Strategic Partnerships in Academic & Student Affairs	3
HEA 680 Practical Issues & Challenges in Higher Education	3
Electives	3
HEA 685 Special Topics	
CHHS 612 Student Health and Well-Being in Higher Education	
EDF 602 Critical Social Issues in American Education	
EDF 620 Culture and American Education: Race Class and Gender	
Research Courses	
EPR 594 Introduction to Educational Research Design	3
EPR 608 Introduction to Statistical Methods in Educational Research	3
or EPR 596 Introduction to Qualitative Methods in Educational Research	
Thesis	
HEA 699 Thesis Research	3
HEA 699 Thesis Research	3
Total Hours	39

Higher Education Administration - General Track (Non-Thesis Option)

Requirements	Hours
Major Courses	
HEA 600 Administration of Higher Education	3
HEA 610 History of Higher Education	3
HEA 620 Access & Equity in Higher Education	3
HEA 630 Higher Education Law	3
HEA 640 Organization, Leadership, & Change	3
HEA 650 Assessment & Evaluation of Higher Education	3
HEA 660 College Student Development	3
HEA 670 Strategic Partnerships in Academic & Student Affairs	3
HEA 680 Practical Issues & Challenges in Higher Education	3

Electives		3
HEA 685	Special Topics	
CHHS 612	Student Health and Well-Being in Higher Education	
EDF 602	Critical Social Issues in American Education	
EDF 620	Culture and American Education: Race Class and Gender	
Research Courses		
EPR 594	Introduction to Educational Research Design	3
Practicum		
HEA 690	Practicum in Higher Education	3
Total Hours		36

Higher Education Administration - Academic Advising Track (Non-Thesis Option)

Requirements		Hours
Major Courses		
HEA 610	History of Higher Education	3
HEA 630	Higher Education Law	3
HEA 640	Organization, Leadership, & Change	3
HEA 660	College Student Development	3
HEA 670	Strategic Partnerships in Academic & Student Affairs	3
HEA 680	Practical Issues & Challenges in Higher Education	3
Concentration Courses		
AADV 600	Academic Advising Foundations	3
AADV 610	Assessment in Academic Advising	3
AADV 620	Diversity, Equity, Inclusion, and Advocacy in Academic Advising	3
Concentration Electives		
AADV 630	Special Topics Seminar in Academic Advising	3
Research Courses		
EPR 594	Introduction to Educational Research Design	3
Practicum		
HEA 690	Practicum in Higher Education	3
Total Hours		36

Individuals who complete the Higher Education graduate certificate will be able to use 12 credit hours from their graduate certificate toward the Master of Science in Higher Education Administration at UAB if completed within five years of having earned their undergraduate degree.

Certificate in Higher Education Administration

Requirements		Hours
Required Coursework		
HEA 600	Administration of Higher Education	3
HEA 610	History of Higher Education	3
HEA 620	Access & Equity in Higher Education	3
Advisor Approved Electives		
HEA 630	Higher Education Law	
HEA 640	Organization, Leadership, & Change	
HEA 660	College Student Development	
HEA 670	Strategic Partnerships in Academic & Student Affairs	
HEA 680	Practical Issues & Challenges in Higher Education	
HEA 685	Special Topics	
Total Hours		15