

College of Education and Professional Development
Dr. Teresa Eagle, Dean
www.marshall.edu/coepd

ADULT AND CONTINUING EDUCATION, M.S.

Areas of Emphasis

Adult and Continuing Education

Career and Technical Center Teaching

Program Description, M.S.

The Master of Science degree program in Adult and Continuing Education (ACE) is a field-based program designed to serve adult learners who may be employed on a fulltime basis. The comprehensive program is intended for individuals who serve in an instructional, training, leadership, or professional role in human services areas of business, industry, government, community agencies, health care, or education. The program is designed for learners who aspire to become training and development professionals in business, industry, or service organizations. Students will learn to teach adults by gaining classroom knowledge, experiencing work-based activities, and participating in projects intended to develop the competencies utilized by professionals in the areas of Adult Education, Training and Development, and Career and Technical Center Teaching.

The areas of emphasis in Adult and Continuing Education allow a program to be tailored to meet the personal and professional needs of a broad spectrum of graduate students. The courses provide students with the opportunity to continue their graduate education in a flexible program through an online delivery system. The online program includes two areas of emphasis: (1) Adult and Continuing Education (ACE) and (2) Career and Technical Center Teaching (CTC). Students electing to complete a Master of Science degree in Adult and Continuing Education or Career and Technical Center Teaching, will be required to complete 30 credit hours. Entering students in the program will build upon their academic background gained through their undergraduate education and professional employment. The program's coursework will provide the additional academic requirements, training, and leadership development necessary to complete a Master of Science degree.

The following provides the framework for the candidate's Plan of Study: In consultation with the advisor, the student will select an area of emphasis and plan the program. Areas of emphasis available in the Master of Science degree program are:

- a. Adult and Continuing Education
- b. Career and Technical Center Teaching

Admission Requirements

Applicants should follow the admissions process described in this catalog or at the Graduate Admissions website: www.marshall.edu/graduate/how-to-apply-for-admission.

In addition to Marshall University's requirements for admission, the following criteria must be met for admission to the Adult and Continuing Education program:

- Students will be expected to have achieved the academic standards set forth by Marshall University. These students should possess the knowledge and skills necessary for admission in the College of Education and Professional Development.
- Admission will be open only to students in good academic standing who have received a four-year Bachelor's degree from an accredited institution of higher learning, and have a minimum undergraduate cumulative Grade Point Average (GPA) of 2.75 on a 4.0 scale.
- Admission to the Career and Technical Center Teaching area of emphasis require that students be employed as a career and technical center teacher in West Virginia.

Program Requirements, M.S. -- Area of Emphasis in Adult and Continuing Education

A total of 30 credit hours is required for program completion for the Adult and Continuing Education area of emphasis to satisfy the Master of Science degree requirements.

A Plan of Study will be sent to the student at the time of admission. Changes in required courses and the choice of any elective courses must be approved, and signed by the advisor on the office copy of the Plan of Study. The Plan of Study is a student's "blueprint" for completing graduation requirements.

The required GPA to complete the master's degree is 3.0 (*B*). Students must prepare an academic portfolio in Capstone course during their last semester of enrollment, and may take no more than one other 3-hour course in the semester that the Capstone course is taken.

Adult and Continuing Education Area of Emphasis

The Adult and Continuing Education area of emphasis serves training and development professionals looking to expand knowledge and further careers, as well as professionals wanting to transition into teaching adults.

- Adult Education serves persons who work with adults in either an instructional or an administrative role. Students are drawn from various areas such as the human services agencies, those with staff development, or in-service responsibilities in hospitals, business or government, as well as those in adult preparatory programs at the postsecondary or community college level.
- Training and Development serves persons employed in business, industry, or other organizations involved in the advancement of knowledge, competencies, and skills of their employees. Students are drawn from various

areas such as management, marketing, human resources, and safety whose responsibilities may include instructional design and preparation of employees for current jobs, future assignments, and/or personal enhancement.

Core Courses – Required (12 Hours):

- ATE 600 Aspects of Training and Development
- ATE 603 Introduction to Adult Education and Adult Learners
- ATE 656 Instructional Planning for Adult Populations
- LS 632 Human Relations in the Public Sector

General Courses – (15 Hours):

- ATE 618 Literature of Adult and Continuing Education
- ATE 628 Adult Instruction: Environmental and Personal Aspects
- ATE 661 Practicum in Adult and Continuing Education
- ATE 671 Evaluation of Adult and Technical Education
Prerequisite for ATE 671 (ATE 656)
- ATE 677 Research Methods and Design
- ATE 689 Grant Proposal Writing NP Agnc

Capstone – (3 Hours):

- ATE 685 Capstone Portfolio

Total Adult and Continuing Education Program Hours: 30

Program Requirements, M.S. -- Area of Emphasis in Career and Technical Center Teaching

A total of 30 credit hours is required for program completion for the Career and Technical Center Teaching area of emphasis to satisfy the Master of Science degree requirements.

A Plan of Study will be sent to the student at the time of admission. Changes in required courses and the choice of any elective courses must be approved, and signed by the advisor on the office copy of the Plan of Study. The Plan of Study is a student's "blueprint" for completing graduation requirements.

The required GPA to complete the master's degree is 3.0 (*B*). Students must prepare an academic portfolio in Capstone course during their last semester of enrollment, and may take no more than one other 3-hour course in the semester that the Capstone course is taken.

Career and Technical Center Teaching Area of Emphasis

The West Virginia Career and Technical Center Teaching Preparation and Certification Program (ATE Master of Science Degree with focus in Career Centered Teaching) is restricted to only currently employed individuals in a CTE

Concentration/Endorsement Program Area in one of the comprehensive high schools, career tech centers, or multi-county centers.

Core Courses –Required (12 Hours):

ATE 600 Aspects of Training and Development
ATE 603 Introduction to Adult Education and Adult Learners
ATE 656 Instructional Planning for Adult Populations
LS 632 Human Relations in the Public Sector

West Virginia Licensure Courses – (15 Hours):

ATE 508 Teaching Methods Career Tech Ed
ATE 511 Introduction to Career and Technical Education
ATE 524 Safety in Career and Technical Education
ATE 548 Appl Basic Skills Career Tech
ATE 631 Survey Pract Computer Appl
ATE 637 Indiv Computer Prog App
ATE 673 Assessment in Adult/Technical Education

Capstone (3 Hours):

ATE 685 Capstone Portfolio

Total Career and Technical Center Teaching Program Hours: 30