



Master of Arts in Education Student Information Packet

Thank you for your interest in Concordia University Irvine's Master's degree and PASC programs. We are pleased to bring our convenient graduate programs in an online format. An affordable tuition for these programs has been arranged for educators, and space in each cohort is limited to 20 or 25 students depending on the program. Once you submit your application and application fee (Steps 1 and 2 below), I will be able to hold your place you on the priority list until your application file is complete.

This packet includes all of the information that you will need to be admitted into the program. Read through this packet carefully, and be sure to contact me if you have any questions. My team and I are committed to guiding you through the application process. Choosing where to go to graduate school is an important step, and I want to help you in any way that I can. You can reach me by phone at (714) 984-0146 or by email at kcook@graduateprogram.org.



NOTE: Concordia University Irvine strictly limits class size to 20 or 25 students

Complete steps 1 & 2 below to reserve your seat in this program.

Apply online at <http://www.graduateprogram.org/concordia-irvine/application-checklist> for faster processing.

1

Application (Pages 3 & 4)

Submit your [application online](#) or complete pages 3 & 4 and return by fax to (800) 504-7618.



2

Application Fee (Page 5)

Use our secure payment center to submit your [application fee online](#) or complete page 5 and return by fax to (800) 504-7618.



Once you have reserved your seat, turn to Page 2 or visit the [online checklist](#) to complete the remaining admission steps. Congratulations on your pursuit of a Master's degree with Concordia University Irvine!

Sincerely,

Kayla Cook

Graduate Information Office

(714) 984-0146

kcook@graduateprogram.org

Concordia University Irvine, guided by the Great Commission of Christ Jesus and the Lutheran Confessions, empowers students through the liberal arts and professional studies for lives of learning, service and leadership.



Application Steps



Once you have reserved your seat, please continue with the following steps to complete your admission file.
Note: You will not be eligible for financial aid until you have been accepted to the university.

Complete your application steps online at: <http://www.graduateprogram.org/concordia-irvine/application-checklist>

3

Financial Aid & Payment Options (Pages 6 & 7)

Determine how you plan to pay for the program: Financial Aid or Pay-As-You-Go.

If using Financial Aid, Complete the **FAFSA**. For more information, see page 6. **It is in your best interest to complete the financial aid process as early as possible.**



4

Official Transcripts (Page 8)

Transcripts are required from your degree granting institutions.



5

Program Specific Requirements

School Counseling applicants only: Basic Skills Requirement and Certificate of Clearance (or valid CA teaching credential).

Administration applicants only: Basic Skills Requirement (e.g. CBEST), Verification of Experience and CA teaching credential or PPS credential.

School Psychology applicants only: Letter of Intent, Basic Skills Requirement and Certificate of Clearance (or valid CA teaching credential).



Completing your application steps online at <http://www.graduateprogram.org/concordia-irvine/application-checklist> will allow for more immediate processing of your application.

If you choose to submit paper forms for any of the steps above, documents should be faxed or mailed to:



**Concordia University Irvine - Spectrum
Campus**
ATTN: Graduate Admissions/School of
Education
16355 Laguna Canyon Road
Irvine, CA 92618



(800) 504-7618



Admission Application (Page 1 of 2)

Please type or print legibly in black or blue ink. To reserve your seat, return the application and the \$50 non-refundable application fee by mail: Concordia University Irvine - Spectrum Campus ATTN: Graduate Admissions/School of Education 16355 Laguna Canyon Road Irvine, CA 92618 or by Fax: (800) 504-7618. To expedite processing, please complete the application online at <http://www.graduateprogram.org/concordia-irvine/application-checklist>.

Today's Date

Term in which degree or program will be initiated: ☐ Spring Semester 20 ☐ Summer Semester 20 ☐ Fall Semester 20

Legal Name First Last Middle
 Preferred Name Maiden/Other Name Used

Address Street City State Zip

Home Phone () **Cell Phone** () **Work Phone** ()

E-mail Address (An e-mail address is required.)

CLASS LOCATION *(All programs are offered in an online format. Cohorts dependent upon enrollment of a minimum of 12 students; maximum number of 20 or 25 students.)*

PROGRAM SELECTION *(Please check the program you are applying for.)*

- ☐ Online MAED Early Childhood
- ☐ Online MAED Educational Administration w/ Preliminary Administrative Services Credential
- ☐ Online MA Educational Leadership (SEL)
- ☐ Online MAED Curriculum & Instruction
- ☐ Online MAED Learning, Design and Technology
- ☐ Online MAED School Counseling w/ Pupil Personnel Services Credential
- ☐ Online MAED School Psychology w/Pupil Personnel Services Credential
- ☐ Online Preliminary Administrative Services Credential (no MAED)

GENERAL INFORMATION

Social Security Number **Date of Birth** **Gender:** ☐ Male ☐ Female

☐ **Citizenship** ☐ USA ☐ Permanent Resident ☐ Other Country

Study Visa Issued ☐ Yes ☐ No **Institution**

Have you or a sponsor (parent/spouse) ever served in the United States Armed Forces? ☐ Yes ☐ No

Do you consider yourself to be Hispanic/Latino? ☐ Yes ☐ No

Please identify an ethnic or racial group (optional):

<input type="checkbox"/> American Indian or Alaska Native	<input type="checkbox"/> Asian or Pacific Islander
<input type="checkbox"/> Black or African American	<input type="checkbox"/> Native Hawaiian/Other Pacific Islander
<input type="checkbox"/> White	<input type="checkbox"/> Prefer not to respond

Please identify a religious group (optional):

<input type="checkbox"/> Baptist	<input type="checkbox"/> Roman Catholic
<input type="checkbox"/> Church of Christ	<input type="checkbox"/> Presbyterian
<input type="checkbox"/> Lutheran	<input type="checkbox"/> Other



Admission Application (Page 2 of 2)

Educational History

Please list your highest degree granted below; must hold a Bachelors degree or higher. If your GPA was below a 2.75, an appeal letter will be requested. In order to be admitted to Concordia, an official transcript from your highest degree granting institution is required. **Please note: A credential does not qualify for the highest degree.**

1. College/University Name City State
Zip Code Start Date End Date Degree or Certificate
Degree Completed? ☐ Yes ☐ No Major or Program of Study
Is this your Highest Degree? ☐ Yes ☐ No

2. College/University Name City State
Zip Code Start Date End Date Degree or Certificate
Degree Completed? ☐ Yes ☐ No Major or Program of Study

3. College/University Name City State
Zip Code Start Date End Date Degree or Certificate
Degree Completed? ☐ Yes ☐ No Major or Program of Study

Credentials Held

☐ California Preliminary ☐ California Professional Clear ☐ Other State(s)
☐ Current ☐ Out of State Certification held ☐ Eligible for Out of State Certification

Tests

☐ CBEST (Date): ☐ PRAXIS: Single Subject (Date): ☐ MSAT (Date):
☐ CSET (Date): ☐ SSAT (Date): ☐ GRE/MAT (Date):

Current Place of Employment

School District Title
Address Phone

Other

Applying for Financial Aid? ☐ Yes ☐ No ☐ Not sure

(Forms are available from the Financial Aid Office, Graduate Admissions Office, and at www.cui.edu. See page 6)

Have you been convicted of a felony within the last seven years? ☐ Yes ☐ No

If yes, describe in full on a separate sheet of paper including date(s) and disposition of case. A conviction will not necessarily disqualify you from admission.

Have you previously applied, enrolled or completed a program at Concordia University Irvine? ☐ Yes ☐ No

If yes, please type the program name

Nondiscrimination Policy

Concordia University does not discriminate on the basis of race, color, national and ethnic origin, sex, or disability in any of its policies, procedures or practices. This includes, but is not limited to, admission, employment, financial aid, educational services, programs and activities.

Certification

I certify that, to the best of my knowledge, the information furnished on this application is true and complete. I agree that, if admitted, I will abide by the rules and regulations of Concordia University as given to me by my graduate program and as stated in my program handbook. I also understand that it is my responsibility to review my program handbook after being admitted to the university and to be aware of the policies outlined therein. I also understand that I am not eligible for financial aid unless I am accepted into a post-baccalaureate or graduate program. I am not eligible to receive financial aid for any courses taken prior to admission to the graduate program.

I certify that I have read the above and that I have completed a bachelor's degree at a regionally accredited college or university or will have completed a bachelor's degree prior to enrollment.

Student Signature Today's Date



Application Fee Payment Form

Please type or print legibly in black or blue ink. To reserve your seat, return the application and the \$50 non-refundable application fee by fax: **(800) 504-7618** or by mail: Concordia University Irvine - Spectrum Campus ATTN: Graduate Admissions/ School of Education 16355 Laguna Canyon Road Irvine, CA 92618. To expedite processing, please submit your payment online at <http://www.graduateprogram.org/concordia-irvine/application-checklist>.

- Academic program:**
- ☐ Master of Arts in Education – Early Childhood
 - ☐ Master of Arts in Education – Educational Administration w/Administrative Services Credential
 - ☐ Master of Arts in Educational Leadership (SEL)
 - ☐ Master of Arts in Education – Curriculum and Instruction
 - ☐ Master of Arts in Education – School Counseling w/Pupil Personnel Services Credential
 - ☐ Master of Arts in Education – Learning, Design and Technology
 - ☐ Master of Arts in Education - School Psychology w/ Pupil Personnel Services Credential
 - ☐ Preliminary Administrative Services Credential (PASC)

TO PAY BY CREDIT CARD:

- Please use this section to pay your \$50 non-refundable application fee.
- Fill out this section only and fax it to **(800) 504-7618** or mail this form to Concordia University Irvine - Spectrum Campus ATTN: Graduate Admissions/School of Education 16355 Laguna Canyon Road Irvine, CA 92618
- Contact the Graduate Information Office at **(714) 984-0146** to pay by phone.

Date

Name of Student

Name on Card

Cardholder Address

City State Zip Code

Card Type ☐ Master Card ☐ Discover ☐ AMEX ☐ Visa **Amount: \$50.00**

Card Number Expiration Date CVV/Security Code

Signature Printed Name

Telephone Number of payee

(in case there is a problem processing the transaction and we need to contact the card holder for additional information)

TO PAY BY CHECK:

- Please use this section to pay your \$50 non-refundable application fee.
- Fill out this section only and fax it to **(800) 504-7618** then mail this form and your personal check to Concordia University Irvine - Spectrum Campus ATTN: Graduate Admissions/School of Education 16355 Laguna Canyon Road Irvine, CA 92618
- Please make checks payable to: CONCORDIA UNIVERSITY.

Student Name Student Signature



Financial Assistance Steps

If you plan on using Financial Aid to assist in the payment of tuition, you must complete the following steps:

- 1** If you do not already have one, **Obtain a FSA ID:** Go to <https://studentaid.gov/fsa-id/sign-in/landing>. Supply your name (as it appears on your Social Security Card), Social Security number, date of birth and either an e-mail or street address to which you want the FSA ID sent.
- 2** **Complete the 2025-2026 Free Application for Federal Student Aid (FAFSA) online at www.fafsa.gov.** Be sure to complete all sections of the FAFSA and include our school code and name in the appropriate box(es) on the FAFSA your information will be sent to Concordia University. Our school code is: **Concordia University, CA federal code #013885.**

Once all of these steps have been completed **and you are accepted (or conditionally accepted) to the graduate program** and registered for classes, the Financial Aid Office will review your information and determine your eligibility for financial aid. You will then receive a financial aid award notification via your eagles email from the Concordia Financial Aid Office. You will need to accept the full or partial amount or decline each offer in My Records. The offer of financial aid becomes official only upon receipt of the electronic acceptance. New students accepting financial aid must complete Loan Entrance Counseling and sign your Master Promissory Note (MPN). Note: If you are accepted after the first day of classes, you will be ineligible for aid until the next term.

The 2025-2026 academic and financial aid year begins with May 2025 courses. The 2025-2026 FAFSA and financial aid application are available online. The financial aid year will start over with May 2026 courses.

Questions? Contact the Financial Aid Office at finaid@cui.edu.

TEACHER LOAN FORGIVENESS PROGRAM

The Teacher Loan Forgiveness Program is intended to encourage individuals to enter and continue in the teaching profession. If you meet certain qualifications, you may be eligible for forgiveness on Direct Subsidized and Unsubsidized Loans and your Subsidized and Unsubsidized Federal Direct Loans. This is a separate, federal program. The U.S. Department of Education will determine your eligibility for this program. To verify your eligibility you must call **1-800-4-FED-AID** or visit <https://studentaid.gov/sa/repay-loans/forgiveness-cancellation/teacher> for more information.

This is not a Concordia University Irvine program.

Notice: The Preliminary Administrative Services Credential Program at Concordia University is considered a certificate program. Students enrolled or planning to enroll in the Preliminary Administrative Services Credential Program can apply for a private student loan.

Payment Options

If you have been accepted into the Master's program and submitted your 2025-2026 Federal Aid application (FAFSA), please contact financial aid at (949) 214-3066 for information on your financial aid eligibility. You may be responsible for full or partial class payment depending on your aid package. Upon registration, you will be mailed a bill with payment instructions.

PAYMENTS

Payments can be mailed in, made in person or online. We accept cash, check and e-check, money order, and cashier's check. Credit and Debit card payments will no longer be accepted as of July 1, 2016.

PAYMENT PLANS

As an alternative to a direct payment by cash or check, Concordia University Irvine is pleased to present our Undergraduate and Graduate students and families with Transact Payments.

Transact Payments is an interest-free and debt-free way to spread tuition payments over a number of months instead of in lump sum payments. You will also save on interest charges by reducing the need to borrow student loans. Transact Payments offers plans to pay one semester at a time.

Visit <https://www.cui.edu/studentlife/bursar/payment-plans> for more information and to enroll in a payment plan.

If you have questions on the amount to budget on Transact Payments, please contact the Bursar's Office at 949-214-3075 or by email at bursar@cui.edu.

REFUND POLICY:

Week 1:	Add/drop classes without penalty
Week 2:	72% Refund; 28% Prorated Tuition
Week 3:	65% Refund; 35% Prorated Tuition
Week 4:	58% Refund; 42% Prorated Tuition
Weeks 5:	40% Refund; 60% Prorated Tuition
Weeks 6-8:	No Refunds

REFUNDS DUE TO DROPPED COURSES OR WITHDRAWAL

Students dropping courses within the refund period may be eligible for a tuition refund in accordance with the University's fee schedule and refund procedures. Please contact the Bursar's office for further information. Concordia University's refund policy is determined by a weekly percentage until the 60 percent or greater point in the semester is reached. The student is responsible for paying any outstanding charges to the university. It is the student's responsibility to officially drop a class if he/she decides not to attend. To officially drop a course, you must email your academic advisor and/or contact the registrar's office.

Academic Advisor (PASC & PPSC Programs)	Jamie Briner	jamie.briner@cui.edu	(949) 214-3541
Academic Advisor (C&I, LDT, EC & SEL Programs)	Kyle Bourque	kyle.bourque@cui.edu	
Bursar's Office	Edgar Lopez	edgar.lopez@cui.edu	(949) 214-3073
Registrar's Office		registrar@cui.edu	(949) 214-3079

How to Request Official Transcripts

Concordia University Irvine requires an official transcript from your highest degree granting institution. Applicants must hold a valid bachelor's degree or higher from a regionally accredited institution. If your highest degree was completed outside of the US, an international evaluation by a NACES-approved evaluation agency verifying the equivalent of a regionally accredited U.S. bachelor's degree or higher is required. See additional details below.

Please note: A credential does not meet the highest degree requirement.

TO ORDER TRANSCRIPTS:

Each college or university has their own process. Follow the guidelines below to request your transcript:

- 1 Search for the Registrar's Office at your previous institution. Transcript request details are most often available on their website.
- 2 Submit a transcript request following that school's procedures. Most colleges and universities have an online request via a third-party service such as National Student Clearinghouse or Parchment. Some institutions may require a signature or other official request in writing.

NOTE: Many colleges and universities charge a small fee for official transcripts.

- 3 It can take several days for a transcript request to be processed. When your transcripts are received, the Graduate Information Office will contact you, but if you have not received confirmation within 14 days, please contact us at **(714) 984-0146**.
- 4 Please email any unofficial transcript copies you have to your enrollment advisor. This will be added as a placeholder while we wait for the official transcript to process.

CUI accepts either electronic/digital PDF official transcripts or a sealed/hard copy official transcript.
Important Note: *Transcripts sent by an applicant are considered unofficial.*

Please have your sealed, official transcripts mailed to:

Concordia University Irvine - Spectrum Campus
ATTN: Graduate Admissions/School of Education
16355 Laguna Canyon Road
Irvine, CA 92618

Please have your electronic/digital PDF official transcript sent via a third-party service directly to:

gradadmissions@cui.edu

Students with International Transcripts

ALL non-US equivalent transcripts must arrive with a certified English evaluation and translation, and evidence of degree posted. The student must have a minimum GPA of 2.75 on a 4.0 scale, or equivalent to that according to the grading system used by the country that a student is applying from. Please note that CUI does not have a translation or evaluation service, and students are responsible to get an official translation and evaluation done by a NACES-approved evaluation agency verifying the equivalent of a regionally accredited U.S. bachelor's degree or higher – CUI prefers international transcripts to be evaluated through IERF. WES or IERF may have an option to send evaluated transcripts through their online portals.

Please ask for a Detail Report (also known as a course-by-course report)

Mail it to: Concordia University Irvine - Spectrum Campus
ATTN: Graduate Admissions/School of Education
16355 Laguna Canyon Road
Irvine, CA 92618



Verification of Experience (Admin/PASC Applicants Only)

The Commission on Teacher Credentialing in California (CTC) requires all Administrative Credential program students to verify their years of experience on district or employing agency letterhead and signed by the superintendent, assistant superintendent, director of personnel, director of human resources, or designated staff member. The school or designated staff member other than the applicant must verify all experience.

Concordia University Irvine - School of Education is required to have the official letter verifying student experience in the student file kept in the Credentialing Office. To be considered an official VOE, the letter must be sent directly from the school district to gradadmissions@cui.edu, or directly to an enrollment advisor. Applicants can also forward an email thread with the VOE attached confirming the VOE initially came from the district to an enrollment advisor.

The Letter of Verification must be printed on School or District letterhead and include the following:

- 1 Applicant's full name
- 2 Current place of employment; district, city, state
- 3 Dates (Month/Year) of full-time employment
- 4 Prior teaching experience and schools served
- 5 Area or subject(s) taught
- 6 Superintendent, assistant superintendent, director of personnel, director of human resources, or designated staff member signature in ink with date. Please include printed name. Electronic signatures cannot be accepted.
- 7 The following two (2) questions also need to be answered:
 - a) Has the applicant completed **two years** of full-time successful teaching or counseling in public, nonpublic, or private school for admission into the Preliminary Administrative Services Credential/ Master of Arts in Educational Administration program? ***Substitute or part-time service does not apply.**
 - b) Has the applicant completed **five years** of full-time successful teaching or counseling in public, nonpublic, or private school of equivalent status, and hold a valid California Clear Credential required to file for the Preliminary Administrative Services Credential? ***Substitute or part-time service does not apply.**

Please email your official letter to:

gradadmissions@cui.edu or kcook@graduateprogram.org



ACSA Membership Application (Admin/PASC Applicants Only)

Name First M.I. Last

Position/Title

Business

District School

Address City

State ZIP Work Phone () Extension

Home

Address City

State ZIP Home Phone () Cell Phone ()

Preferred Mailing Address ☐ Home ☐ School ☐ District

☐ Check here is you wish to view ACSA publications online only.

Fax No. () Work Email Address

Personal Email Address Date Credential Expected

NOTE: Individuals employed in positions designated as management or supervisory are eligible only for Regular Membership in ACSA.

Limitations

NOTE: A change of employment designation to administrative or supervisory will result in a membership type and dues change. Student members do not have voting privileges, and are not eligible to serve as ACSA officers, directors, or committee members, nor are they eligible for Professional Legal Services. Qualifying members may remain in the Student category a maximum of four years. Beyond that a change in membership type and dues will result.

Concordia University Irvine will pay the ACSA membership fee for all new registered students starting the Master's of Arts in Education: Educational Administration program and Preliminary Administrative Services Credential program for the upcoming academic year.



Letter of Intent (School Psychology Applicants Only)

Writing Prompt:

The profession of school psychology involves a balance of working directly with pupils and the opportunity to help them in a constructive way via evaluations and reports. Writing psychoeducational reports is an important part of the job that includes writing about background information, testing information, observations, assessment results, and more.

With the importance of writing skills in mind, provide a two paragraph response to the following question: Describe two or more reasons you want to become a school psychologist.

Please email this document to:

gradadmissions@cui.edu or kcook@graduateprogram.org

For

The MAED School Psychology w/ Pupil Personnel Services Credential degree is for education professionals who aspire to become School Psychologists. Prospective candidates desire to work with pupils needing special services by administering and evaluating psychoeducational assessments and collaborating with administrators, teachers, parents, and community members in order to provide high-quality support to K-12 students.

What you Learn

The program equips candidates with expertise in psychoeducational assessment, behavior intervention, mental health, and collaborative consultation with school administrators, teachers, and families to enrich the academic and social-emotional lives of children. Within the context of servant leadership, candidates will learn how to meet the comprehensive needs of the increasingly diverse populations in California.

How you Learn

This is an online cohort program. Each term, cohorts will complete one course every eight weeks. Classes will meet online synchronously during weeks 1, 3, 5 and 7 from 6:00-7:30pm on a Tuesday, Wednesday or Thursday. The night of the week will remain the same throughout the program. The other four weeks (2, 4, 6 and 8) will meet online synchronously for the practicum and fieldwork. All online students must have access to a computer with an internet connection, web camera, and microphone.

Career Outcomes

Upon successful completion of the program, candidates will earn a Master of Arts in Education: School Psychology degree and will be eligible for the California Pupil Personnel Services Credential. Although this program is designed to prepare candidates to serve as school psychologists within schools in the state of California, additional career opportunities may exist in organizations such as:

- Public and private schools
- Community-based day treatment programs or residential hospitals
- Colleges and universities
- Juvenile justice centers
- School-based health and mental health centers

Prerequisites

In addition to the admission requirements for a graduate degree in the School of Education, applicants must submit a Basic Skills Verification (through CBEST results or other state-approved alternatives) and a valid teaching credential or Certificate of Clearance.

Course List

EDP 501	Foundations of School Psychology	3	590a
EDP 503	Child Development & Learning	3	590b
EDP 505	Legal, Ethical, & Professional Practice	3	590c
EDP 507	Measurement, Data, & Evaluation	3	590d
EDP 509	Diverse Populations	3	591a
EDP 510	Academic Interventions	3	591b
EDP 512	Collaborative Consultation	3	591c
EDP 571	Psychoeducational Assessment I	3	591d
EDP 518	Behavioral Interventions	3	591e
EDP 521	Mental Health Interventions	3	591f
EDP 523	Crisis Response and Intervention	3	591g
EDP 572	Psychoeducational Assessment II	3	591h
EDP 573	Psychoeducational Assessment III	3	591i
EDP 528	Program Evaluation	3	591j
EDR 580	Research	3	591k
EDR 605	Capstone	3	591l
Total Units: 60			

450 practicum hours (3 units) take place during year 2 of the program, and 1200 fieldwork hours (9 units) take place during year 3 of the program.

NOTE: All courses are listed in numerical order. They are not listed in the order in which they will be offered. All courses subject to change.

For

Experienced educators who aspire to become the next generation of school leaders embodying the values of 21st century learning.

What you Learn

The program integrates the knowledge, skills, and competencies necessary to become highly accomplished professionals and outstanding leaders of public and non-public educational institutions, including the ability to be proactive and decisive with a moral and ethical commitment to the organization's mission, the cognitive and communication skills necessary to facilitate meaningful change and flexibility in using decision-making and motivational strategies for effective stewardship of time, resources, and personnel. Students will learn how to collaborate, communicate, think critically, and creatively lead the schools of tomorrow.

How you Learn

This is an online cohort program. Each term, cohorts will complete one content course and a practicum every eight weeks, with the exception of one term where students will complete two content courses. Classes will meet online synchronously for three of the five content courses with live virtual sessions during weeks 1, 3, 5 and 7. The additional five content courses will participate online asynchronously. All local students within a 50 miles radius are strongly encouraged to attend on-campus symposiums. Practicum courses will take place concurrently with your content courses in order to accelerate your completion time. All online students must have access to a computer with high quality internet connection and Microsoft Office software (i.e., Word and PowerPoint). Online synchronous students must have a web camera and a microphone.

Career Outcomes

Upon completion of the program, students will earn a Master of Arts in Education: Educational Administration and be prepared for the California Administrator Performance Assessment through content and experiences embedded in the Administrative program. Possible career opportunities include: Principal, Assistant Principal, and District Administrator.

Prerequisites

In addition to the admission requirements for a graduate degree in the School of Education, the following are prerequisites for admission to the Education Administration program. (1) Documentation of at least two years of successful teaching or counseling experience. (2) A valid clear CA teaching credential or PPS credential. (3) Original CBEST or Verified copy of your CBEST.

Course List

Core Curriculum	EDUA 516	Instructional & Transformational Leadership	3 Units	Total Hours: 24 Units
	EDUA 517	Curriculum Design & Evaluation	3 Units	
	EDUA 556	Legal & Political Aspects in Education	3 Units	
	EDUA 557	Human Resources	3 Units	
	EDUA 558	Financial Resources	3 Units	
	EDUA 561	Analyzing Data to Inform School Improvement & Promote Equity (CalAPA Leadership Experience)	3 Units	
	EDUA 562	Facilitating Communities of Practice (CalAPA Leadership Experience)	3 Units	
	EDUA 563	Supporting Teacher Growth (CalAPA Leadership Experience)	3 Units	
Fieldwork Experience	EDUA 590	Administrative Practicum	3 Units	Total Hours: 6 Units
	EDUA 591	Advanced Administrative Practicum	3 Units	

Master's Degree Total: 30 Semester Hours

NOTE: All courses are listed in numerical order. They are not listed in the order in which they will be offered. All courses subject to change. Each practicum has a three term duration (EDUA 590A, 590B, 590C and EDUA 591A, 591B, 591C). The units and the final grade are only posted to the third term. There is a fee for each practicum.

For

Experienced educators who aspire to become the next generation of school leaders embodying the values of 21st century learning.

What you Learn

The program integrates the knowledge, skills, and competencies necessary to become highly accomplished professionals and outstanding leaders of public and non-public educational institutions, including the ability to be proactive and decisive with a moral and ethical commitment to the organization's mission, the cognitive and communication skills necessary to facilitate meaningful change and flexibility in using decision-making and motivational strategies for effective stewardship of time, resources, and personnel. Students will learn how to collaborate, communicate, think critically, and creatively lead the schools of tomorrow.

How you Learn

This is an online cohort program. Each term, cohorts will complete one course and a practicum every eight weeks. Classes will meet online synchronously for three of the six content courses with live virtual sessions during weeks 1, 3, 5 and 7. The additional 3 content courses will meet online asynchronously. Your practicum courses will take place concurrently with your other courses in order to accelerate your completion time. All local students within a 50 miles radius are strongly encouraged to attend on-campus symposiums. All online students must have access to a computer with high quality internet connection and Microsoft Office software (i.e., Word and PowerPoint). Online synchronous students must have a web camera and a microphone.

Career Outcomes

Upon completion of the program, students will be prepared for the California Administrator Performance Assessment through content and experiences embedded in the Administrative program. Possible career opportunities include: Principal, Assistant Principal, and District Administrator.

Prerequisites

In addition to the admission requirements for a graduate degree in the School of Education, the following are prerequisites for admission to the Preliminary Administrative Services Credential (PASC) program. (1) Documentation of at least two years of successful teaching or counseling experience. (2) A valid CA clear teaching credential or PPS credential. (3) Original CBEST or Verified copy of your CBEST.

Course List

Core Curriculum	EDUA 556	Legal and Political Aspects in Education	3 Units	Total Hours: 18 Units
	EDUA 557	Human Resources	3 Units	
	EDUA 558	Financial Resources	3 Units	
	EDUA 561	Analyzing Data to Inform School Improvement & Promote Equity (CalAPA Leadership Experience)	3 Units	
	EDUA 562	Facilitating Communities of Practice (CalAPA Leadership Experience)	3 Units	
	EDUA 563	Supporting Teacher Growth (CalAPA Leadership Experience)	3 Units	

Fieldwork Experience	EDUA 590	Administrative Practicum	3 Units	Total Hours: 6 Units
	EDUA 591	Advanced Administrative Practicum	3 Units	

Note: Each practicum has a three term duration (EDUA 590A, 590B, 590C and EDUA 591A, 591B, 591C). The units and the final grade are only posted to the third term. There is a fee for each practicum.

Master's Degree Total Hours: 24 Semester Hours

NOTE: All courses are listed in numerical order. They are not listed in the order in which they will be offered. All courses subject to change.

*The Administrative Services Credential Program at Concordia University is considered a certificate program. Students enrolled or planning to enroll in the Administrative Services Credential Program can apply for a private student loan.

For

Educators who wish to advance in their pursuit of emerging best-practices for teaching based on current research, innovative technology integration, and cutting-edge classroom strategies.

What you Learn

This program offers candidates the opportunity to develop the skills and mindset indicative of innovative educational leaders. An enhanced understanding of teaching and learning in a digital and global world will transform candidates' skills in utilizing curriculum design to produce rich and meaningful instruction. Educators will be shaped and prepared to positively impact their schools and communities through active learning and reflection.

How you Learn

This is an asynchronous online cohort program. Students will engage in coursework through an online learning management system, complete assignments, participate in online discussions, and collaborate on group activities. Students will complete two 3-unit courses every 8 weeks to earn their degree in 10 months. The schedule is flexible depending on the needs of the student. All online students must have access to a computer with a strong internet connection and Microsoft Office: both Word and PowerPoint. This program is built with busy educators in mind and combines the benefits of a supportive cohort approach and a flexible learning environment. **Please note: There is a 5-day overlap between the Summer I (SU1) and Summer II (SU2) terms. Students will need to plan/work ahead on their final SU1 assignment and be ready to begin SU2 during week 8 of their SU1 course.**

Career Outcomes

Upon successful completion of the program, candidates will earn a Master of Arts in Education: Curriculum and Instruction degree. Possible career opportunities include:

- Educator or Department Leaders
- Curriculum Specialists
- Instructional Coaches
- District Liaisons
- State Representatives
- Higher-Education Professors

Prerequisites

Applicants must meet the admission requirements for a graduate degree in the school of Education. This program is opened to credentialed and non-credential individuals.

Course List

EDEL 510	Servant Leadership	3 Units	Total Hours: 24 Units
EDU 520	Curriculum Design and Assessment	3 Units	
EDU 550	Educational Discourses: Change and Reform	3 Units	
EDU 524	Coping with Stress and Violence in Today's Classroom	3 Units	
EDU 542	School, Community and Diverse Family Structures	3 Units	
EDU 547	Brain-Based Teaching and Learning	3 Units	
EDU 586	Educational Technology	3 Units	
EDU 595	Developing Character and Ethics	3 Units	
Capstone Experience			Total Hours: 6 Units
EDR 580	Educational Research	3 Units	
EDR 605	Capstone Project	3 Units	
Degree Requirements : 30 semester hours			

NOTE: All courses are listed in numerical order. They are not listed in the order in which they will be offered. All courses subject to change.

For

Individuals who aspire to become school counselors serving students in grades K – 12 and school districts in the state of California.

What you Learn

The school counseling program offers candidates the opportunity to engage in courses focused on research-based foundational theory, skill development and practical experiences needed to serve diverse student populations. Guided field work experiences in site-based school environments provide opportunities to practice skills in educational assessment, personal, social, academic and career counseling; program coordination, supervision and consultation; interaction with administrators, teachers, parents, support services and outside agencies within the context of current law, district policies and professional ethics.

How you Learn

This is an online cohort program. Each term, cohorts will complete one course every eight weeks. Classes will meet online synchronously during weeks 1, 3, 5 and 7 from 6:00-7:30pm on a Tuesday, Wednesday or Thursday. The night of the week will remain the same throughout the program. The other four weeks (2, 4, 6 and 8) will meet online synchronously for the practicum and fieldwork. All online students must have access to a computer with an internet connection, web camera, and microphone.

Career Outcomes

Upon successful completion of the program, candidates will earn a Master of Arts in Education: School Counseling degree and will be eligible for the California Pupil Personnel Services Credential. Although this program is designed to prepare candidates to serve as school counselors in the state of California, additional career opportunities might include options such as:

- Employment specialist/case manager
- Career advancement counselor
- Post-secondary admissions counselor/recruiter
- Post-secondary academic advisor
- Student services specialist/financial aid counselor
- Residential life director
- Adoptions counselor
- Substance abuse counselor
- Juvenile corrections counselor

Prerequisites

In addition to the admission requirements for a graduate degree in the School of Education, applicants must submit a Basic Skills Verification (through CBEST results or other state-approved alternatives) and a valid teaching credential or Certificate of Clearance.

Course List

Core Curriculum	EDSC 511	Introduction to School Counseling	3	Total Hours: 33 units
	EDSC 514	Growth, Development, & Learning	3	
	EDSC 522	Theories of Counseling	3	
	EDSC 551	Legal & Ethical Issues	3	
	EDSC 550	Social & Cultural Competencies	3	
	EDSC 531	Theory & Practice of Groups in Schools	3	
	EDSC 535	Academic Development & Support	3	
	EDSC 541	Mental Health Interventions	3	
	EDSC 561	Crisis Prevention & Intervention	3	
	EDSC 562	College & Career Counseling	3	
	EDSC 519	Program Development	3	
Fieldwork Experience	590a & 590d	Practicum	3	Total Hours: 9 units
	591a - 591 i	Fieldwork: 100 hours	6	
Capstone Experience	EDSC 580	Educational Research	3	Total Hours: 6 units
	EDSC 605	Capstone	3	
Master's Degree Total Hours: 48 Semester Hours				

Practicum begins in Term 4. Fieldwork begins in Term 6.

NOTE: All courses are listed in numerical order. They are not listed in the order in which they will be offered. All courses subject to change.

For

Educator leaders who wish to advance their pursuit of innovative and emerging technology within a broad spectrum of teaching and learning environments.

What you Learn

This program will offer students the opportunity to design and implement innovative learning experiences that leverage technology as a strategic classroom partner. Program coursework emphasizes the design of equitable student learning strategies that merge technology, pedagogy, and content, grounded in theory with a focus on classroom practice and professional competency. Students seeking a degree in Learning, Design, and Technology will embrace a commitment to reflective practice and authentic application of program learning outcomes.

How you Learn

This is an asynchronous online cohort program. Students will engage in coursework through an online learning management system, complete assignments, participate in online discussions, and collaborate on group activities. Students will complete two 3-unit courses every 8 weeks to earn their degree in 10 months. The schedule is flexible depending on the needs of the student. All online students must have access to a computer with a strong internet connection and Microsoft Office: both Word and PowerPoint. This program is built with busy educators in mind and combines the benefits of a supportive cohort approach and a flexible learning environment.

Please note: There is a 5-day overlap between the Summer I (SU1) and Summer II (SU2) terms. Students will need to plan/work ahead on their final SU1 assignment and be ready to begin SU2 during week 8 of their SU1 course.

Career Outcomes

Upon successful completion of the program, candidates will earn a Master of Arts in Education: Learning, Design, and Technology degree. Possible career opportunities include (but are not limited to):

- Director or manager of eLearning, training, or instructional services
- Educational technology director for a school, county, or district
- Teacher on Special Assignment (TOSA) in educational technology training
- Instructional/Digital Learning Coach
- Professor/instructor for a higher education institution
- Instructional eLearning Designer
- Educational Consultant
- Technology Integration Specialist
- Curriculum Developer
- Education Outreach Specialist

Prerequisites

Applicants must meet the admission requirements for a graduate degree in the School of Education. This program is opened to credentialed and non-credential individuals.

Course List

EDUT 501	Google Tools in Action	3	Total Hours 24 Units
EDEL 510	Servant Leadership	3	
EDUT 521	Designing Learning Environments for Equity and Accessibility	3	
EDUT 522	AI in Education	3	
EDUT 523	Innovative Approaches to Online Teaching	3	
EDUT 547	Brain-Based Teaching and Learning	3	
EDUT 570	Reflective Practice	3	
EDUT 586	Educational Technology	3	
Capstone Experience			Total Hours 6 Units
EDR 580	Educational Research	3	
EDR 605	Capstone Project	3	
Degree Requirements: 30 semester hours			

NOTE: All courses are listed in numerical order. They are not listed in the order in which they will be offered. All courses subject to change.

For

Individuals passionate about child development and creating learning experiences that will have a positive impact on the lives of students. This program will prepare candidates to create engaging and effective learning environments in the early childhood setting.

What you Learn

The program provides research-based, professional preparation for creating developmentally appropriate learning environments for young children. The curriculum has been designed to meet the California Commission on Teacher Credentialing (CTC) requirement of 24 units of early childhood education coursework for multiple subject credentialed teachers to be eligible to teach transitional kindergarten (TK) classes in public schools.

How you Learn

This is a fully online, asynchronous program designed for the student who needs a flexible schedule. There are no in-person or live components. Students will engage in coursework through an online learning management system, complete assignments, participate in online discussions, and collaborate on group activities. Students will complete two 3-unit courses every 8 weeks to earn their degree in less than one year. The schedule is flexible depending on the needs of the student. All online students must have access to a computer with a strong internet connection and Microsoft Office: both Word and PowerPoint. This program is built with busy educators in mind and combines the benefits of a supportive cohort approach and a flexible learning environment.

Please note: There is a 5-day overlap between the Summer I (SU1) and Summer II (SU2) terms.

Career Outcomes

Upon successful completion of the program, candidates will earn a Master of Arts in Education: Early Childhood degree. Possible career opportunities include:

- Curriculum specialist supporting PreK, TK, K and lower elementary teachers
- Transitional Kindergarten teacher
- Become prepared to market yourself to teach at a community college. (Most colleges require having a MA degree in a specialized area and this master's provides the specialized content to become an expert in early childhood education)

Prerequisites

Applicants must meet the admission requirements for a graduate degree in the school of Education. This program is open to credentialed and non-credential individuals.

Course List

EDEC 500	Child Development Theories and Early Education	3
EDEL 510	Servant Leadership	3
EDEC 502	Early Childhood Curriculum	3
EDU 547	Brain-Based Teaching and Learning	3
EDEC 504	Creating Engaging and Inclusive Early Childhood	3
EDU 542	School, Community and Diverse Family Structures	3
EDEC 506	Language and Literacy Development in Early Childhood	3
EDR 580	Educational Research	3
EDEC 508	Observation, Assessment and Early Intervention	3
EDR 605	Capstone Project	3
		Total Units: 30

NOTE: All courses are listed in numerical order. They are not listed in the order in which they will be offered. All courses subject to change.

For

Individuals interested in learning the practices of social emotional learning, and how to incorporate those strategies for creating healthy, inclusive classrooms where all students can thrive. This program will help school personnel develop integrative strategies beneficial inside the classroom and school-wide.

What you Learn

The program equips school professionals with a contemporary understanding of complex social, cultural, and policy issues and best practices to build school programs that engage with the real world. Throughout the program you will explore relevant curriculum based on the latest research and best practices for modern education.

How you Learn

This is a fully online, asynchronous program designed for the student who needs a flexible schedule. There are no in-person or live components. Students will engage in coursework through an online learning management system, complete assignments, participate in online discussions, and collaborate on group activities. Students will complete two 3-unit courses every 8 weeks to earn their degree in less than one year. All online students must have access to a computer with a strong internet connection and Microsoft Office: both Word and PowerPoint. This program is built with busy educators in mind and combines the benefits of a supportive cohort approach and a flexible learning environment.

Please note: There is a 5-day overlap between the Summer I (SU1) and Summer II (SU2) terms.

Career Outcomes

Upon successful completion of the program, candidates will earn an M.A. in Educational Leadership degree. This program helps any school professional become the best leader possible in their current or future roles. Possible career opportunities may include:

- Classroom teachers
- District positions
- Curriculum development roles
- Department leads

Prerequisites

Applicants must meet the admission requirements for a graduate degree in the School of Education. This program is open to credentialed and non-credentialed individuals.

Course List

EDEL 510	Servant Leadership	3
EDEL 540	School Law and Public Policy	3
EDEL 550	Contemporary Cultural and Political Issues in Education	3
EDEL 580	Educational Research	3
EDEL 605	Capstone Project	3
EDCE 533	SEL Core Competencies	3
EDCE 541	Mental Health Issues in Today's Schools	3
EDCE 543	Managing Classroom and School-Wide Behavior	3
EDCE 553	Building Character and Ethics in Today's Schools	3
EDCE 561	Trauma-Informed Practices	3
		Total Units: 30

NOTE: All courses are listed in numerical order. They are not listed in the order in which they will be offered. All courses subject to change.

Thank you for your interest in Concordia University Irvine!

OUR MISSION STATEMENT

Concordia University Irvine, guided by the Great Commission of Christ Jesus and the Lutheran Confessions, empowers students through the liberal arts and professional studies for lives of learning, service and leadership.

ADMISSION REQUIREMENTS

The admission committee seeks candidates who show evidence of ability to achieve success in a graduate program by the following:

For full admission: A cumulative GPA of 2.75 or better (4.0 scale) in all previous college work.

For conditional admission: Students with a cumulative GPA of 2.74 or less will be able to petition for admission in a formal letter to be considered as a candidate in the admission process. To initiate the petition process, the candidate must submit a letter of explanation for previous low grades including why grades in the new program will be acceptable. The Dean may accept the petition, deny the candidate admission, or refer the matter to an Application Review Committee.

TRANSFERRING UNITS

A maximum of 6 semester units (2 courses) can be accepted provided that the units are not more than 5 years old, and meet the minimum grade for transfer. Minimum grade for transfer is a 2.7 on a 4.0 scale (B-). You may contact your academic advisor in the School of Education for an unofficial evaluation of transfer credit before you are admitted. An unofficial evaluation does not guarantee transferability of units. Transfer units must be graduate level (500+). Concordia cannot accept credential courses, continuing education units, or extension courses for transfer. Transfer of credit is applied only after you are admitted to the program. Your admissions file must be complete and you must be admitted to the program before we can officially consider your other graduate coursework from other colleges or universities. Please Note: Transfer units are not considered for the Preliminary Administrative Services Credential (PASC) only program.

CONCORDIA UNIVERSITY TUITION INFORMATION

The anticipated tuition rate is \$710 per unit for students enrolling in the 2025-2026 academic year. Concordia University reserves the right to offer different tuition rates. There is a one-time \$185 graduation fee near the end of the program. All Graduate Students will be billed a \$60 Graduate Student Success Fee each semester. There are additional fees for the practicum and/or fieldwork hours associated with the PASC and PPSC programs.

COHORT INFORMATION

Although our online programs require active student participation online or in-person, we reserve the right to change the meeting time and/or location due to any unforeseen or extenuating circumstances. These programs are dependent upon a minimum enrollment of 12, and class sizes are limited to 20 or 25 students for all blended and online cohorts. Please Note: Concordia University Irvine reserves the right to move a blended cohort to the online format should enrollment drop below the required minimum number of students.

IMPORTANT CONTACT INFORMATION

Graduate Information Office	Kayla Cook	(714) 984-0146	kcook@graduateprogram.org
Academic Advisor (PASC & PPSC Programs)	Jamie Briner	(949) 214-3541	jamie.briner@cui.edu
Academic Advisor (C&I, LDT, EC & SEL Programs)	Kyle Bourque		kyle.bourque@cui.edu
Financial Aid Office		(949) 214-3066	finaid@cui.edu
Bursar's Office (Billing, payment plans)		(949) 214-3075	bursar@cui.edu