

**DOCTOR OF EDUCATION PROGRAM  
PROSPECTIVE STUDENT'S PROGRAM INFORMATION**  
<http://www.schoolfed.nova.edu/doctoral/current>  
**2008-2009 ACADEMIC YEAR**

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**Program Description:**

The program is designed to offer students a curriculum with a solid foundation in leadership, research, and the study of current trends and issues. The program's menu-driven approach offers students the choice to create a customized program of study; the choice to take courses in the manner that best suits their learning preferences and personal lifestyles; and the choice to become leaders and innovators using the knowledge and skills acquired through this doctoral degree. Students gain expertise in their chosen concentrations and supplement that area of study with an additional concentration, a minor in another area, or with electives from multiple disciplines.

**Program format:**

- Program (coursework and dissertation) is designed to be completed in 2-3 years. However, students have a maximum of seven years to complete the program.
- 66 credit hours.
- The required core seminars are offered in a blended, on-site, cluster-based format.
- For those students desiring only an online delivery format, the core seminars may also be taken online.
- All concentration and elective (non-research) courses are offered in an online format, only.
- New students admitted three times a year.
- \$745.00 per credit – Program fee (subject to change).
- Applied Dissertation Services fees
  - Applied Dissertation Services begin at the 25th month (beginning of 3rd year) from the initial term of enrollment irrespective of registration records. At this time, students will automatically be placed in **ADS 8090-Applied Dissertation Services I**, per term, for a period of up to one year (3 terms). ADS 8090 has a \$100.00 tuition charge + services fees (subject to change). **Students who do not complete the program within this time period must register for ADS 8091-Applied Dissertation Services II.**
  - **ADS 8091- Applied Dissertation Services II** begins at the 37th month (beginning of 4th year) from the initial term of enrollment irrespective of registration records. At this time, students will be responsible for registering for ADS 8091-Applied Dissertation Services II, per term and every term thereafter after dissertation is officially approved by the Applied Research Center. ADS 8091 has a \$2,200.00 tuition charge + services fees (subject to change).

**Term Structure:**

- Winter Term: January through April \*
- Summer Term: May through August \*
- Fall Term: August through December
- \* Classes start on or about the first day of the month.

**Curriculum Structure:**

|                              |               |
|------------------------------|---------------|
| Doctoral Studies Orientation | 0 credits     |
| Summer Conference            | 0 credits     |
| Core Seminars                | 18 credits    |
| Research Elective            | 3 credits     |
| Concentration                | 18-24 credits |

|                           |                     |
|---------------------------|---------------------|
| Minor or Electives        | 9-15 credits        |
| <i>Minor</i>              | <i>15 credits</i>   |
| <i>Electives</i>          | <i>9-15 credits</i> |
| Dissertation              | 12 credits          |
| <b>Total Prg. Credits</b> | <b>66 credits</b>   |

**Academic Progress:**

Students must earn a cumulative grade point average of 3.0 (B average) or above in the first three required courses in the degree program

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**DSO 8000 - Doctoral Studies Orientation:**

The doctoral studies orientation provides students with an overview of six distinct areas related to doctoral studies:

- |                        |                     |
|------------------------|---------------------|
| 1. Academic Affairs    | 4. Distance Library |
| 2. Enrollment Services | 5. Technology       |
| 3. Applied Research    | 6. Debt Management  |

This non-credit online orientation is required for all students entering the doctoral program at the Fischler School of Education and Human Services. Students must register for DSO 8000 and complete the course prior to beginning course work. Students will have a maximum of two weeks to complete the orientation. For additional information, please go to: <http://www.schoolofed.nova.edu/dso>.

**FSC 8000 - Summer Conference (Conference on Global Leadership, Learning and Research):**

Students will also be required to attend a one-week long, Fischler School of Education and Human Services (FSEHS) Summer Conference (Conference on Global Leadership, Learning and Research) during the first summer term in which they are enrolled in the doctoral program. This one week summer conference includes attendance in one of the required doctoral research courses and workshops for the applied dissertation benchmarks. Students are also afforded the opportunity to attend featured sessions and presentations given by faculty, adjuncts, applied dissertation committee chairs and fellow students. For additional information, please go to: <http://www.schoolofed.nova.edu/summer>.

\*Regardless of location, all students are required to attend the Summer Conference.

**Transfer of Credit Policies:**

A maximum of six semester hours of credit will be considered for transfer if (1) the credit was earned within five calendar years of request for transfer, (2) the credit was earned as a student in a doctoral program at a regionally accredited university, (3) the content of the courses requested for transfer is equivalent to the study area courses in the program, and (4) a grade of A or B was earned in each of the courses requested for transfer. No credit for experiential learning or other forms of advanced standing will be granted. Exceptions to the maximum number of transfer credits allowed are made only with the approval of the Office of Academic Affairs.

Applicants who wish to request evaluation of prior coursework for consideration as transfer credit should note this on their application, submit associated course descriptions, and request that official transcripts be sent to the FSEHS Office of Enrollment Services at 1750 NE 167th St.; North Miami Beach, FL 33162 at the time of application to the doctoral program.

Students currently enrolled in a FSEHS Ed.D. program should request and receive prior written approval from the office of the Office of Academic Affairs before enrolling in any other institution's courses that are intended to be submitted for transfer credit.

Credits earned at Nova Southeastern University are transferable only at the discretion of the receiving school. Students who wish to transfer credits from NSU should contact the admissions office of the receiving school for information.

Transfer of Credit Form is found on this website:

<http://www.schoolofed.nova.edu/doctoral/current/downloads.htm>.

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**Admission Requirements:**

**Provisionally Admission**

- NSU Online Application Form (<http://www.schoolofed.nova.edu/doctoral/admissions.htm>)
- NSU Application Signature Pages
- Unofficial copy of the Master's transcript showing the degree conferral date and a 3.0 GPA or higher
- \$50.00 Application Fee

Please fax online application signature page and unofficial copy of the MS transcript to Enrollment Processing Services Department at 954-262-3608 or 3601.

*\* If you want to complete the PDF version of the admissions application, please fax complete application to Enrollment Processing Services. However, we strongly recommend the online application form.*

**Applicants who meet these requirements may register for Doctoral Studies Orientation (DSO) and first term of classes. Students will have a 90-days from the official start of the term to turn in all remaining required fully admission.**

**Fully Admission**

- NSU Online Application Form (<http://www.schoolofed.nova.edu/doctoral/admissions.htm>)
- NSU Application Signature Pages
- \$50.00 Application Fee
- Official transcripts are required from the applicant for ALL previously attended institutions.
- Applicants must hold a master's degree from an accredited institution with a minimum 3.0 GPA.
  - If you have earned a degree at a school that is not accredited by one of the regional or international accrediting associations/universities, please refer to the **Alternative Admission Requirements**.
  - **All foreign transcripts should be submitted with their official evaluation.**
  - **Evaluation Information:** <http://www.naces.org/members.htm>.
- Two letters of recommendation\*.
  - Recommendations must be provided by two different individuals, and should state the applicant's ability to succeed in a doctoral program.
- MAT or GRE Test Scores. **The test must have been taken within the past five years\*\*.**
  - Miller Analogies Test (MAT) (800) 622-3231, <http://www.milleranalogies.com>.
  - Submit a test score report showing a raw score of 37 (scaled score between 391-396).
  - Graduate Record Examination (GRE) (609) 771-7670, <http://www.gre.org>.
  - Submit a test score report showing a combined score of 1000 on the verbal and quantitative sections\*\*\*
  - **Applicants that do not meet the minimum recommended test score are not required to submit additional information or retake the exam to be considered for admission.**
- Personal Statement of Goals\*.
- Submit appropriate Transfer of Credit Form, if applicable\*.

\* Admission forms are available online at:  
<http://www.schoolofed.nova.edu/doctoral/current/downloads.htm>.

\*\* Non-degree applicants are exempt from these admission requirements.

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**For Non-Native English Speakers:**

Applicants whose native language is not English are required to demonstrate English proficiency by providing proof of a minimum score of 213 on the computer-based or 550 on the paper-based Test of English as a Foreign Language (TOEFL) exam <http://www.ets.org>, or 6.0 on the International English Language Testing System (IELTS) exam, <http://www.ielts.org>.

**For International Applicants:**

Students taking classes in certain FSEHS international clusters may be exempt from submitting MAT, GRE, and TOEFL scores. Please contact the Coordinator of International Student Affairs at 1800-986-3223 Ext. 7805 regarding requirements for your international cluster.

Thank you for applying to Nova Southeastern University's Fischler School of Education and Human Services. If you have any questions, please call 800-986-3223, ext. 8500.

**Admission Documents Delivery Format:**

Send official transcripts to the following address:

NOVA SOUTHEASTERN UNIVERSITY  
Enrollment Processing Services (EPS)  
Attn: Fischler School of Education and Human Services  
P.O. Box 299000  
Fort Lauderdale-Davie, Florida 33329-9905

*Other documents could be faxed to Enrollment Processing Services Department (EPS) at 954-262-3608 or 954-262-3601.*

**Alternative Admission Requirements:**

If you have earned a degree at a school that is not accredited by one of the regionally or internationally accrediting associations/universities you must submit the following information and documentation to petition for admission into a FSEHS program at NSU.

*Alternative One*

Submit an admission application packet and include a \$50.00 non-refundable application fee payment payable to NSU.

- 1) Send an official, course-by-course evaluation with cumulative grade GPA, by one of the member organizations approved by the National Association of Credential Evaluation Services (NACES) available at <http://www.naces.org>.
  - If the evaluation is not favorable, (i.e., does not indicate equivalency to a bachelor or higher degree) applicants must complete the Career Portfolio. The portfolio must demonstrate academic and pedagogical growth appropriate for consideration into the applicant's academic goal. The Career Portfolio Guide available at <http://www.schoolofed.nova.edu/sso>.

Send the portfolio and a \$350.00 non-refundable portfolio evaluation fee made payable to NSU at the following address:

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Nova Southeastern University  
Fischler School of Education and Human Services  
Office of Enrollment Services – Office of Admissions  
1750 NE 167<sup>th</sup> Street  
North Miami Beach, FL 33162

*Alternative Two*

- 1) Submit an admission application packet and include a \$50.00 non-refundable application fee payment payable to NSU.
- 2) Send evidence of an official license from one of the approved organizations below:
  - The National Board of License for Teachers and Principals (NBL)
  - Continuing Teachers License from Merkos Linyonei Chinuch International Board of License (MERKOS)
- 3) Submit the Career Portfolio The portfolio must demonstrate academic and pedagogical growth appropriate for consideration into the applicant's academic goal. The Career Portfolio Guide available at <http://www.schoolofed.nova.edu/sso>.  
Send the portfolio and a \$350.00 non-refundable portfolio evaluation fee made payable to NSU

*Alternative Three*

- 1) Submit an admission application and include a \$50.00 non-refundable application fee payment payable to NSU.
- 2) Send an official transcript from **one** of the following institutions:
  - Binah Institute
  - Brock University
  - College of the Bahamas
  - Dalhousie University
  - GC Foster College of Physical Education
  - Institute of Management and Production
  - Jamaican Theological Seminary
  - McMaster University
  - Northern Caribbean University
  - The University of Alberta
  - The University of British Columbia
  - The University of Guelph
  - The University of Guyana
  - The University of Ontario
  - The University of Ottawa
  - The University of Technology
  - The University of Toronto
  - The University of Victoria
  - The University of the West Indies (all campuses)
  - The University of Windsor
  - York University

Note: The institutions listed above are subject to change without prior notification.

**Financial Aid Eligibility:**

Any student admitted provisionally is not eligible for financial aid. Provisionally admitted students are permitted to register for one term and must meet requirements for full admission status by the 90th day of the first term of enrollment or further registration will not be permitted. For additional information, please visit this website:

[http://www.schoolofed.nova.edu/sso/finaid\\_admissions\\_info.htm](http://www.schoolofed.nova.edu/sso/finaid_admissions_info.htm) or contact your financial aid advisor at [finaid@nsu.nova.edu](mailto:finaid@nsu.nova.edu) or at **800-806-3680**.