



**MASTER OF ARTS IN EDUCATION  
HANDBOOK**

**2016-2017**

## MISSION STATEMENT

The Master of Arts in Education program:

***IS A LEARNING COMMUNITY COMMITTED TO THE EDUCATION OF THE WHOLE INDIVIDUAL.***

We believe that all coursework must address the holistic needs of our students, explore the intellectual, spiritual and emotional dimensions of becoming a teacher. We believe that becoming a teacher involves the difficult work of discovering meaning, developing identity and discerning a pedagogical approach.

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***IS COMMITTED TO PRAXIS - LINKING THEORY TO PRACTICE.***

We believe that teacher candidates learn best when they are engaged with teachers in real classrooms, confronting the daily issues of teaching. Coursework is linked to classroom experiences through rigorous explorations of theoretical foundations, solid research-based methodologies and the art of reflective practice.

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***IS ENGAGED IN IMPROVING THE EDUCATIONAL OPPORTUNITIES FOR THE LEAST WELL-SERVED.***

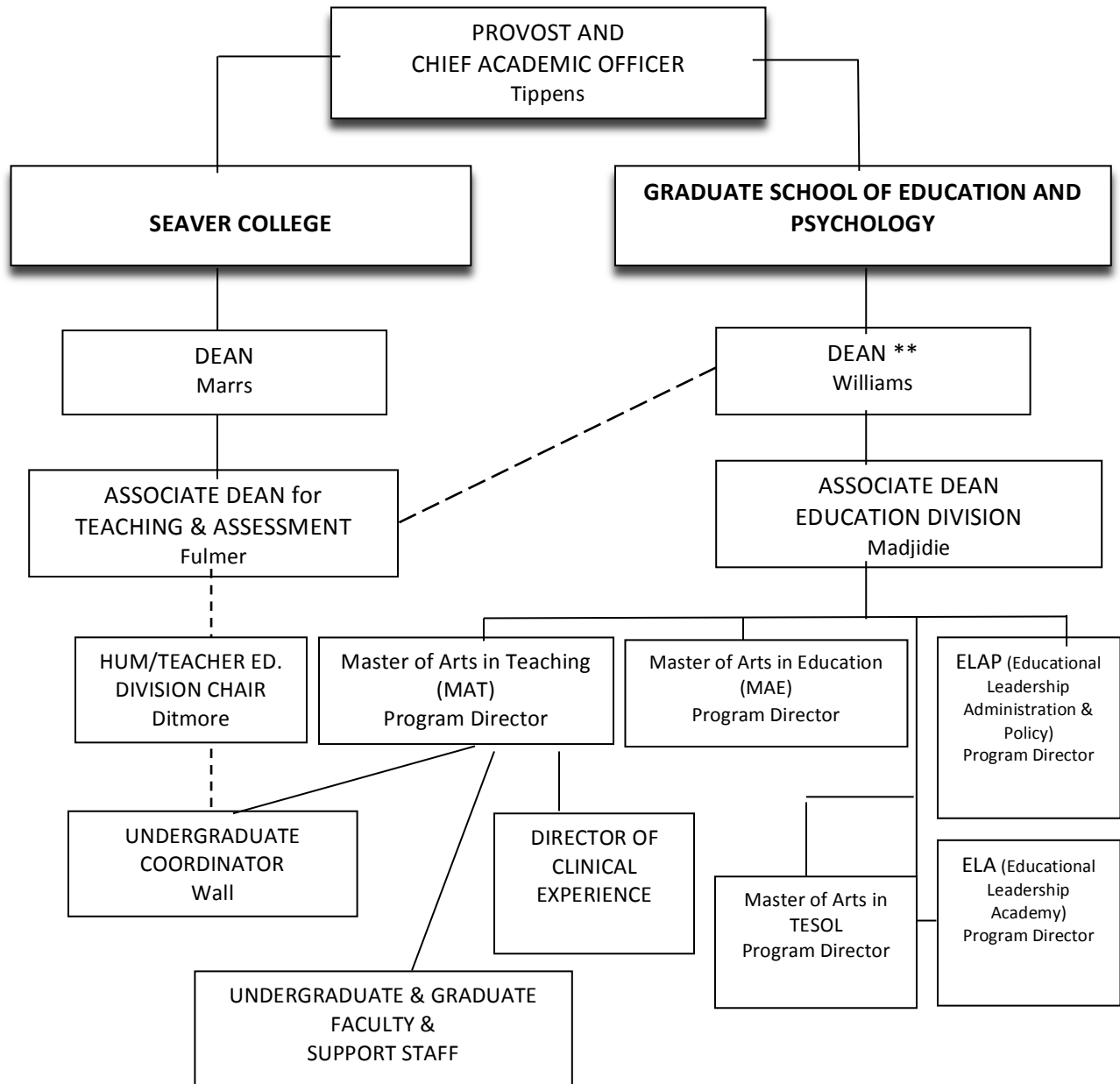
We believe in sustained involvement with urban schools in meeting the needs of all learners, and in that endeavor, work closely with underserved schools in communities surrounding our centers.

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***WORKS IN PARTNERSHIP SCHOOLS AND COMMUNITIES WITH GUIDANCE FROM AN ADVISORY BOARD.***

We believe in the necessity of authentic collaboration and in the generative power of multiple perspectives. Our advisory board, comprised of educators, community members and stakeholders is committed to provide the program with external support, accountability and guidance.

## Pepperdine University Organizational Chart for Education Credential Programs



*\*\* Dean Williams serves as the institutional representative for accreditation.*

## CONTACT DETAILS

<b>ADMINISTRATION</b>			
Ferrin Madjidie Associate Dean of Education			
<b>FACULTY</b>			
Dr. Anthony Collatos – West Los Angeles Campus		anthony.collatos@pepperdine.edu	(310) 568-5671
Dr. Reyna Garcia Ramos – West Los Angeles Campus		reyna.g.ramos@pepperdine.edu	(310) 568-2306
<b>PROGRAM SUPPORT</b>			
Ms. Maria Marion – Associate Program Director		maria.marion@pepperdine.edu	(310) 568-2310
Mr. Andrew Disney– Academic Advisor		Andrew.disney@pepperdine.edu	(310) 568-5770
<b>CENTRAL SERVICES</b>			
Career Services Support		yas.djadali@pepperdine.edu	(310) 568-5634
Credentials		credinfo@pepperdine.edu	(310) 506-5701
Financial Aid Services		gsepfaid@pepperdine.edu	(310) 568-5775
Records and Enrollment		gsepreg@pepperdine.edu	(310) 568-2322
Student Accounts		gsepsa@pepperdine.edu	(310) 568-5588
Student Health Insurance		student.insurance@pepperdine.edu	(310) 506-4830
Writing Support		regina.meister@pepperdine.edu	(310) 258-2815
<b>CAMPUS SERVICES</b>			
<b>Bookstore</b>		<b>Psychological and Educational Clinic</b>	
Malibu	(310) 506-4291	Malibu	(310) 506-4210
West Los Angeles	(310) 568-5741	West Los Angeles	(310) 568-5752
pepperdine.wla@bkstr.com		Encino	(818) 501-1678
		Irvine	(949) 223-2570
<b>Client Services/Tech Support</b>		<b>Student Parking</b>	
Malibu	(310) 506-4357	Malibu	(310) 506-4700
West Los Angeles	(310) 568-5688	West Los Angeles	(310) 568-9220
Westlake Village	(805) 496-8767	Westlake Village	(805) 449-1181
Encino	(818) 501-1614	Encino	(818) 501-3653
Irvine	(949) 223-2510	Irvine	(949) 223-2500
<b>Library</b>		<b>Reception Desks</b>	
Malibu	(310) 506-7273	Malibu	(310) 506-4000
West Los Angeles	(310) 568-5685	West Los Angeles	(310) 568-5600
Westlake Village	(805) 496-8767	Westlake Village	(805) 449-1181
Encino	(818) 501-1615	Encino	(818) 501-1600
Irvine	(949) 223-2543	Irvine	(949) 223-2500

## EDUCATION PATHWAYS

PHASE 1 (INTRODUCTION)	PHASE 2 (DEVELOPMENT)	PHASE 3 (MASTERY)
MATP 600: Human Development (4 units)	MATP 691: Action Research 1 (3 units)	MATP 692: Action Research 2 (3 units)
MAED 620: Learning Theory (3 units)	MAED 640: Ed Foundations (3 units)	MAED 650: Multiple Literacies (3 units)
MAED 630: Prof Identity/Lead (3 units)	MAED 670: Self in Social World (4 units)	MAED 671: Cog /Instr /Assess (4 units)

### CORE CURRICULUM

MATP 600	Human Development
MAED 620	Learning Theory
MAED 630	Professional Identity and Leadership
MAED 640	Educational Foundations
MAED 650	Multiple Literacies

### EDUCATIONAL PSYCHOLOGY

MAED 670	Self in a Social World
MAED 671	Cognition, Instruction and Assessment

### PRAXIS

MATP 691	Design and Action Research 1
MATP 692	Design and Action Research 2

## FREQUENTLY ASKED QUESTIONS (FAQ)

**Q. ARE THERE SPECIAL SERVICES FOR CANDIDATES WITH DISABLING CONDITIONS?**

- A. Pepperdine University is committed to ensuring that every possible barrier between each candidate and a quality education has been removed and provides opportunities and assistance to candidates with disabilities, as well as to veterans, armed services personnel and qualified dependents. Contact the Office of Disability Services (310) 506-6500 at the Malibu Campus to register as a candidate with disabilities. It is recommended that candidates inform course instructors immediately if there are conditions requiring attention.

**Q. CAN ANYONE REQUEST A COPY OF MY ACADEMIC TRANSCRIPT?**

- A. The Family Educational Rights and Privacy Act of 1974 (commonly referred to as "FERPA" or the "Buckley Amendment") are designed to protect the confidentiality of students' educational records and to give students access to their records to assure accuracy. FERPA outlines four rights with respect to students Education Records, they are as follows: Non-directory information is any educational record not considered directory information. Non-directory information must not be released to anyone, including parents of the student, without the prior written consent of the student. Further, faculty and staff can access non-directory information only if they have a legitimate academic need to do so. Non-directory information may include: Social security numbers; Student identification number; Race, ethnicity, and/or nationality; Gender; Transcripts; grade reports. Transcripts are non-directory information and, therefore, are protected educational records under FERPA. Students have a right to privacy regarding transcripts held by the school where third parties seek transcript copies. Institutions should require that students first submit a written request to have transcripts sent to any third party as the privilege of privacy of this information is held by the student under FERPA. Further information can be found at <<http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>>

**Q. WHAT IS THE ATTENDANCE POLICY FOR CLASSES?**

- A. According to the Academic catalog for the Graduate School of Education and Psychology, "Attendance at every class and laboratory meeting is expected of each student. Exceptions to this policy are made by the instructor only, who is responsible for maintaining attendance records." The professor may require documentation relating to the absence. Candidates must be punctual at all face-to-face sessions and Clinical Experience assignments.

**Q. WHAT IS THE GRADING POLICY FOR CLASSES?**

- A. The quality of achievement in a course is typically measured as follows (individual instructors determine whether or not to grant plus and minus grades):

A (4.0) indicates outstanding achievement	A- (3.7)	B+ (3.3)
B (3.0) indicates average or satisfactory achievement	B- (2.7)	C+ (2.3)
C (2.0) indicates below average performance	C- (1.7)	D+ (1.3)
D (1.0) indicates serious deficiency	D- (0.7)	F (0.0) failure