



UNIVERSITY *of the*
SOUTHERN CARIBBEAN
Royal Road, Maracas, St. Joseph, Trinidad

Main Campus Graduate Tuition & Non-Tuition Fees

- *Please note that ALL fees are quoted in TTD. The exchange rate is \$6.70 TTD: \$1:00 USD.*
- *Both fees and exchange rates are subject to change without prior notification.*
- *All students are required to pay health insurance.*
- *The caution deposit fee is charged once, in the semester that the student begins classes and is admitted in the dormitory.*
- *Please refer to the "Policies & Procedures for GATE Funded Students - Undergraduate & Graduate Students" on AEORION, and in your student email inbox.*

M.A. EDUCATIONAL ADMINISTRATION & LEADERSHIP					
This programme is GATE funded.	OTHER FEES (per year)				
	Semester 1	Semester 2	Semester 3	REGISTRATION/GENERAL FEE/TECHNOLOGY FEE (12 Modules x \$335.00)	
Health Insurance				General Fees (year 1)	\$2,010.00
				Technology Fee (year 1)	\$838.00
Single	\$300.00	\$300.00	\$225.00	General Fees (year 2)	\$2,010.00
Family	\$600.00	\$600.00	\$450.00	Technology Fee (year 2)	\$838.00
(August rate (single))			\$75.00		
(August rate (family))			\$150.00		
				TOTAL COST	\$5696.00
Residence Halls				TUITON COST (12 Modules x \$6,084.00)	
Women's Residence Hall (with two-meal plan)	\$10,000.00	\$10,000.00	\$5,000.00	Tuition cost (year 1)	\$36,504.00
Men's Residence Hall (with two-meal plan)	\$10,000.00	\$10,000.00	\$5,000.00		
Cafeteria (additional meal)	\$3,000.00	\$3,000.00	\$1,440.00	Tuition cost (year 2)	\$36,504.00
Marriage Complex	\$12,000.00	\$12,000.00	\$12,000.00	TOTAL COST	\$73,008.00
(caution deposit fee for Marriage Complex)	\$3,000.00	\$3,000.00	\$3,000.00		
Other Fees				OVERALL PROGRAMME COST	
Caution Deposit Fee	\$640.00	\$640.00	\$640.00		\$78,704.00
Late Registration Processing Fee	\$384.00	\$384.00	\$384.00		
Incomplete Fee (per course)	\$200.00	\$200.00	\$200.00		
Gym Fee (optional)	\$150.00	\$150.00	\$120.00		

HERE ARE OUR ACCESSIBLE PAYMENT OPTIONS FOR YOUR CONVENIENCE

- 1) Payments must be made to: **University of the Southern Caribbean**
- 2) Personal cheques and third party cheques are not accepted.
- 3) Payments of up to \$500.00 (cash) can be made at the Cashier's Station, Finance Division, Administration Building. Cash payments of more than \$500.00 must be made at the local banks listed below.
- 4) **Online payment facility is available on AEORION using your Visa credit card, payment must be made in TT dollars.**
- 5) Students who will be making their payments at the Cashier in the Administration Building must take a number and be seated. When your number is called, you will then proceed to the Cashier.
- 6) Payments of full amounts for tuition, general and other fees can be made at the Banks listed below or at the Cashier's Station, Finance Division, Administration Building, using your LINX, Debit Card, Credit Card, Certified Cheques, bank drafts, or international money order ONLY. **When paying at the banks, please provide the Bank Teller with your Name and USC I.D. number to place on the transaction.**
- 7) If paying in TT Dollars, payment should be made at the RBC Bank Account Number: 1000-810-705-3657-6.
- 8) If paying in US Dollars, payment should be made at RBC Bank Account Number: 1000-180-103-1657-3.
- 9) If paying via Wire Transfer, please note the Wire Transfer information that is carefully itemized for easy reference:

USD DOLLAR TRANSACTION

RBC Royal Bank, Eastern Main Road, St Augustine, Trinidad, W. I. Swift Code –RBTTTTPX. Bank of New York, 48 Wall Street, NY, NY, USA. ABA# 021-000-018 to credit A/C # 890-0016-329 in the name of RBC Bank T&T Ltd. For further credit to A/C # 1000 180 103 16573 in the name of University of the Southern Caribbean.

UK POUND/STERLING TRANSACTION

RBC Royal Bank, Eastern Main Road, St Augustine, Trinidad, W. I. Swift Code –RBTTTTPX. National Westminster Bank PLC, Devonshire Square, London, EC2M 4XB, GB. Swift Code-NWBKGB2L in the name of RBC Bank T&T Ltd. For further credit to A/C # 1000 180 103 16573 in the name of University of the Southern Caribbean.

EURO TRANSACTION – through BELGIUM

RBC Royal Bank, Eastern Main Road, St Augustine, Trinidad, W. I. Swift Code –RBTTTTPX. ING Belgium NZ/SA Marnix Building, 1050 Brussels Belgium. Swift Code-BBRUBEBB010 in the name of RBC Bank T&T Ltd. For further credit to A/C # 1000 180 103 16573 in the name of University of the Southern Caribbean.

EURO TRANSACTION – through GERMANY

RBC Royal Bank, Eastern Main Road, St Augustine, Trinidad, W. I. Swift Code –RBTTTTPX. Deutsche Bank AG, 60262 Frankfurt AM Main, Germany. Swift Code-DEUTDEFF in the name of RBC Bank T&T Ltd. For further credit to A/C # 1000 180 103 16573 in the name of University of the Southern Caribbean.

Payments made at the cashier are automatically entered into the student's account; however you must ensure that you receive a receipt from the university cashier for your records.

Students' Exchange Rate

The University of the Southern Caribbean wishes to advise all its students that in light of the continued depreciation of the TT dollar vis à vis the US dollar, effective July 1, 2017 the exchange rate applicable for all transactions has been adjusted from TT\$6.40 to TT\$6.70 to the USD. Both fees and exchange rates are subject to change without prior notification.

***Student Finance Department
studentfinance@usc.edu.tt***

1-868-662-2241/2, Ext. 1225

M.A. in Educational Administration Program

School of Education and Human Sciences
Graduate Education Department

No.	Course Number & Name	Credits
1.	EDCI 663 Advanced Graduate Writing	3
2.	EDFN 554 Philosophical Foundation of Education	3
3.	EDCI 586 Media & Technology in Education	3
4.	EDAL 560 Legal Aspects of Education	3
5.	EDRM 505 Research Methods in Education & Psychology	3
6.	EDRM 611 Applied Statistics in Education & Psychology	3
7.	EDCI 547 Foundations of Curriculum Studies	3
8.	EDAL 664 School Leadership	3
9.	EDAL 645 Educational Finance and Marketing	3
10.	EDAL 635 Human Resource Administration	3
11.	EDAL 661 Managing and Operating Educational Facilities	3
12.	EDAL 699– Research Project	3
13.	EDAL 590 - Practicum	0

M.A. EDUCATIONAL ADMINISTRATION PROGRAM

EDCI 663 Advanced Graduate Writing

This course is designed to introduce graduate students to various forms of writing required in graduate studies. It also introduces them to some forms of collaborative writing and cooperative learning styles that they could use as teachers. At the end of the course, students should be able to produce several short papers including a summary, paraphrase, critical book or article review, and a well-documented APA-styled twelve to fourteen (12-14) paged research proposal utilizing all the principles of research writing taught.

EDFN 554 Philosophical Foundation of Education

This course examines philosophical and theological bases of major worldviews and takes into account the conceptual framework of the School of Education from the University of the Southern Caribbean. It critiques the impact of naturalism and post-modernism on education, psychology, and religion, from a Christian perspective.

EDCI 586 Media and Technology in Education

This course assists participants with the use, selection, and evaluation of media and technology for learning organizations. It provides an overview of technologies for teaching and learning, including opportunities for hands-on application. It prepares teachers and administrators to plan for the use of technology and programs that facilitate the use of technology. Students develop products that can be applied to their practice and are guided by the International Society for Technology in Education (ISTE) National Educational Technology Standards (NETS) for students, teachers, and administrators

EDAL 560 Legal Aspects of Education

Legal issues affecting the education system, obligations and responsibilities of key decision makers, teachers, office staff and other school staff, parents and students, historical milestones and types of schools and curricula, governance of schools, reporting structure, official instruction, reports and correspondence, finance, facilities and equipment, safety, key laws and regulations directly impacting the education system.

EDRM 505 Research Methods in Education and Psychology

A study of methods and procedures in research as applied to the fields of education and psychology: formulating and stating the problem, planning, designing and implementing research; collecting & analyzing data; and proposing, and reporting research.

EDRM 611 Applied Statistics in Education and Psychology

This course will provide students with the skills needed for research methods and basic statistical techniques commonly used in psychological research. Students will be introduced to the process

of scientific inquiry in psychology, both in terms of empirical research methodology and statistical analysis. Research methods covered will mainly focus on experiments and survey research. Statistical techniques introduced will include descriptive statistics, effect size measures, correlation, simple linear regression, t-test, and analysis of variance for simple experimental design. A software package will be used throughout the course with considerable emphasis on hands-on exercises.

Prerequisite: EDRM505

EDCI 547 Foundations of Curriculum Studies

This course is designed to introduce students to the field of curriculum and to investigate various definitions and perspectives in curriculum studies. It explores the concept of curriculum therefore, and attempts to provide answers regarding provenance (where the curriculum comes from) whose it is (who owns it) and who puts it in place (authority) for implementation by whom (consumers). Foundational issues will as a result be the major concern in this course.

EDAL 664 School Leadership

Definition of school leadership, leadership traits and skills, leadership types, power and influence impacting the system, chain of command, roles and responsibilities of key decision makers, educational change, school supervision and planning, curriculum design, implementation and supervision, leadership and the operation and culture of the system.

EDAL 645 Educational Finance and Marketing

This course focuses on financial and economic issues affecting educational institutions, in particular Primary and Secondary schools. Elements of the course are:- the determination and identification of financial support for schools, costs of education, sources of school revenue, budgeting and, organizing, maintaining and reporting on the fiscal and physical resources of school systems. It also covers aspects of marketing the educational institution including mission statement, target market, image, position, the market mix (product, price, place, and promotions), fund raising, Local School Boards and alumina relations.

EDAL 635 Human Resource Administration

This course delves into theories and practices for Personnel services; policy for certified and non-certified employees; personnel functions in education; the interpersonal process in educational organizations, communications, and group dynamics for educational administrators

EDAL 661 Managing and Operating Educational Facilities

The planning of educational facilities includes building sites, and equipment, and is determined by ones educational philosophy and financial resources. Elements of this course are: Features of good school plants and their management; a comprehensive study of educational facilities planning as related to preliminary development plans and long-range master planning of educational facilities/campuses.

EDAL 699 Research Project

The thesis or the research project is a comprehensive research experience that consolidates graduate studies. It is an intensive independent study that places considerable emphasis on students' ability to think critically and independently, organize their time and activities efficiently, and produce a substantial piece of original scholarly work. The research problem is chosen from within their discipline, and is intended to provide students with a variety of practical, technical, and intellectual skills that are central to scientific research. Thesis will be supervised by two different instructors, and must be successfully defended or presented before a panel of examiners as the final requirement for course completion.

EDAL 590 Practicum

Objectives, purpose and process, key roles and responsibilities, placements and schedule of activity, professional conduct, ethics and attendance, extra-curricular activity, integrating university and school responsibilities, learning opportunities, reflecting and processing the experience, portfolio preparation, feedback and assessment in Administration and/or Leadership.