1989

Ed.D. Program in Early Childhood and Middle Childhood [1989]

Nova University

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NOVA UNIVERSITY
Center for The Advancement of Education
Ed.D. Program in Early and Middle Childhood
From the beginning, Nova University has distinguished itself by its innovative outlook, unique programs and problem-solving research.

Nova University was chartered by the State of Florida in 1964. Numerous graduate programs offer master's, educational specialist, and doctoral degrees and postgraduate education. Nova College offers undergraduate education, and The University School, a demonstration school, serves children from preschool through high school. In addition, nondegree, continuing education and certificate programs are available.

From the beginning, the University has distinguished itself by its innovative outlook, its unique programs that provide both traditional and nontraditional choices in educational programs, and its research in many fields aimed at solving the problems of immediate concern to mankind.

Nova University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award bachelor's, master's, educational specialist, and doctoral degrees. Nova University practices a policy of nondiscrimination in employment and admission. Nova University does not discriminate on basis of race, color, age, sex, religion or creed, national or ethnic origin, or handicap.

(305) 475-7329
FLORIDA only:
1-800-432-5021, Ext. 7329

You are encouraged to call collect from any location in North America outside Florida.
Nova University has had a commitment to provide quality graduate education for over two decades. Through its field-based programs, it expanded this commitment more than 15 years ago to those in the helping professions. During this period, Nova has demonstrated that the academic environment and the work environment are elements of a coherent whole. Therefore, programs have been developed that merge the world of work with the world of theory. The content of the study areas and the focus of the work related problem-solving projects (practicums) in the Ed.D Program in Early and Middle Childhood are consistent with the University's primary goal - the improvement of educational and social service institutions through the education and skill development of professionals.

Nova University has 7500 students and 750 faculty and staff members. You are joining individuals studying in Florida, in 23 states across the country, and in a number of foreign countries who share your commitment to improving the lives of children and their families.
The program was designed to foster increased academic and leadership competencies.

The Ed.D. Program in Early Childhood was created in 1972 to provide responsible leadership for the growing need in this field. The program was designed to foster increased academic and leadership competencies for persons who made a genuine commitment to the field of early childhood and who demonstrated exceptional capabilities within the field. In January, 1984, the program was extended to include study in the middle as well as the early childhood years. Employed professionals whose work impacts the quality of life for children are best suited for this program.

The Cluster Concept

The Ed.D. Program in Early and Middle Childhood is a field-based program. Formal instruction takes place in Saturday cluster seminars. Each cluster is a cohort of 20-30 early and middle childhood professionals who live and work in a variety of settings but within geographic proximity of each other. Students in each cluster begin the program at the same time and progress through the program components (study areas, practicums, and summer institutes) together.

The cluster is intended to serve as both an administrative and an educational vehicle for the program. For example, communication and decision making frequently take place through the cluster structure. In addition, the cluster format provides opportunities for sharing the expertise of individual cluster members. Clusters form study groups that meet between seminars to initiate and complete assignments. Program funds are available for arranging for guest lecturers, for hosting special educational events, for initiating community related activities, and for other educational activities designed by the cluster.

Each cluster operates locally under the direction of a cluster coordinator. The coordinator is a facilitator of many administrative details and cluster activities. He/she acts as academic support person and advisor to students.
Program Overview

During the three-year program students receive instruction through a variety of mechanisms. The major program components, however, are the study areas, the practicums, and the summer institutes.

STUDY AREAS - There are five areas of study in the program, each representing a core of knowledge and including a series of related academic experiences essential for the development of childhood professionals.

Each study area is designed to involve students in five to eight months of intensive seminars, readings, structured activities, and evaluation procedures. Each study area is under the direction of a senior faculty member who is responsible for course content, instruction, and academic experiences; for evaluation procedures; for the coordination of national guest lecturers' presentations; and for providing commentary on the student's performance. Study guides and books of readings interrelate the study area material. Students meet one Saturday per month for seven hours of instruction. Attendance is expected at all meetings.

When a cluster completes the five study areas, a culminating activity is scheduled. The cluster, under the direction of the coordinator, determines and designs the experience.

PRACTICUMS - Nova University practicums are actions taken to improve a system, program, or product in early or middle childhood. Students take an active part in improving their professional settings through direct involvement in solutions designed to solve identified problems. The concept of the practicum stems directly from the belief that leadership in all sectors requires action as well as reflective thought. Practicums require identification of a significant problem, design of a solution strategy, and implementation and evaluation of the strategy.

Two practicums are required, the second one being a major project in which students solve problems of extensive scope in early or middle childhood. Instruction in the practicum component is organized into two day-long cluster sessions. One of these sessions occurs about five months after the cluster begins the program; the second occurs half-way through the program.

SUMMER INSTITUTES - The event in the program that brings students together from all clusters is the annual summer institute. This conference provides an opportunity for interaction among students from all clusters, faculty, cluster coordinators, staff, and invited lecturers and guests. The institutes have national focus and provide for a broad perspective concerning early and middle childhood issues. A theme is selected and experts in related areas are present for formal presentations, small group sessions, workshops, and individual discussions.

Each doctoral student must attend two summer institutes. These are "live-in" experiences and students are responsible for their travel, room, and meal costs. Summer institutes have been held in St. Petersburg, Florida; in Washington, D.C.; in Oakland, California; in Chicago, Illinois; and in Palm Beach Gardens and Fort Lauderdale, Florida.
Grading and Student Evaluation

Students in the Ed.D. Program in Early and Middle Childhood must achieve a Pass grade in each study area and in each practicum component to remain in the program. A Pass is equal to a grade of B or better. Evaluative commentary on the student's performance is provided by each faculty member.

Incomplete grades may be fulfilled by a Request for Time or Contract for Alternative. Readmission following academic dismissal is not possible in this program.

The University grading system appears in the section on Nova University Policies Governing Student Relations:

Admission Requirements

The Ed.D. Program in Early and Middle Childhood seeks competent, experienced childhood professionals actively involved in the field. It serves practitioners who demonstrate leadership abilities, academic competencies, and who are committed to improving the quality of life for children and families.

Specific requirements for enrollment and admission to the program include:

- A master's degree in education, child development, or a related field from a regionally accredited institution.
- Evidence that the applicant has the academic competence to be successful in the program. This judgment will be based on previous academic records, academic activities since obtaining the master's degree, letters of recommendation, a personal interview, and written responses to questions dealing with the field of early and middle childhood.
- Applicants must occupy a position that requires or allows them to work independently and to have a direct or indirect impact on children.
- Three years of work experience in an early or middle childhood related setting.
Credits and Certification

Credits are awarded for work as it is completed.

Child Growth and Development 12 credits
Practicum Orientation Workshop 3 credits
Research and Evaluation 9 credits
Program Development 10 credits
Practicum I 6 credits
Management and Leadership 11 credits
Political Processes and Social Issues 9 credits
Practicum II 12 credits

Because the Nova program differs in so many fundamental ways from traditional programs, there is no equivalent course work for which credit could be transferred. Transfer credits are therefore not accepted in fulfillment of the Ed.D. requirements. The program does not attempt to meet state certification requirements for any specific positions. These requirements vary from state to state to such an extent that any attempt to train for specific positions would defeat the purpose and nature of the program. The registrar will work with students seeking certification to the extent that any specific requirements are compatible with the program.

Information Retrieval Service

This service houses the entire microfiche collection of ERIC (Educational Resources Information Center) documents. This collection now numbers about 270,000 documents and is growing at the rate of about 1,200 documents per month. Using widely available printed indexes or computer searches, students may identify needed documents and obtain them from the IRS free of charge. Since it began operation in September of 1976, the IRS has distributed over 57,000 documents on microfiche.

The IRS also has computer access to ERIC and more than 200 other databases, including many social and behavioral science databases such as Psycinfo, Sociological Abstracts, Federal Index, and Books in Print, that contain education-related information. The computer files to which IRS has access contain more than 100 million records. The IRS does computer searches of these files for program students, graduates, and staff. This service helps users identify journal articles, books, doctoral dissertations, research reports, government publications, and other print and nonprint materials needed for practicums, MARPs, and other research projects.
The Ed.D. Program seeks to promote maximum student-faculty interaction.

The Ed.D. Program in Early and Middle Childhood is directed by Abbey Manburg. Mary Ellen Sapp is director of practicums and Diana Marcus is director of program development. A part of the Center for the Advancement of Education, which is under the direction of Richard Goldman, the program seeks to promote maximum student-faculty interaction.

The following educators serve as senior faculty members for the five study areas: Warren Groff, Dominic Gullo, Beverly Hardcastle, Paul Kleine, Richard Kohler, Peggy Moreno, Polly Peterson, Marilyn Segal, Gerald Sroufe, Jule Sugarman, and Jethro Toomer, Jr. Richard Goldman, E. Riley Holman, Krishna Kumar, Georgianna Lowen, Muriel Lundy, Abbey Manburg, Dorothy Adams Peck, Polly Peterson, JoEllen Salce Rogers, and Walter Schurman are the practicum advising faculty. Among the outstanding national lecturers who visit cluster meetings are Don Adcock (University of Colorado), Nicholas Anastasiow (Hunter College), Alice Honig (Syracuse University), Paul Kleine (University of Oklahoma), Larry Krafft (Temple University), Samuel Meisels (University of Michigan), and Michele Paludi (Kent State University). These prominent distinguished lecturers have excellent qualifications and bring to the students expertise in a variety of areas related to early and middle childhood.
Program Costs

Tuition for the Ed.D. Program in Early and Middle Childhood is $3,700 per year for each year of the three year program. A payment of $1,850 is charged to students who require all or part of a fourth year in order to complete program requirements. Students may receive a six-month extension beyond the fourth year with the permission of the student affairs committee. An $925 fee is charged for this additional period.

OTHER FEES - A one-time, nonrefundable application fee of $30 is required and must accompany the completed application.

A $30 graduation fee is required and must be paid prior to graduation. If a graduate wishes to participate in commencement exercises, there is an additional cap and gown fee.

OTHER PROGRAM EXPENSES - Program students will be responsible for the purchase of textbooks as well as other typical needs associated with advanced study. Materials fees will be charged as necessary.

DATE
To be paid before the first official cluster meeting
To be paid on or before the first day of the 4th month following the first official cluster meeting
To be paid on or before the first day of the 8th month following the first official cluster meeting.

YEAR 1
$280 (deposit* & application fee)
$1,000 (tuition)
$1,250 (tuition & $25 service fee)

YEARS 2 & 3
$1,300 (tuition)
$1,225 (tuition & $25 service fee)
$1,225 (tuition & $25 service fee)

*Tuition Payment Plans

PRE-PAYMENT IN FULL - Students may pay one year's full tuition at the first cluster meeting thus avoiding service fees.

LATE PAYMENTS PENALTIES - All payments must be met according to this schedule. No exceptions will be made for students in the process of obtaining loans. A late payment penalty of $50 will be assessed each time a payment date is missed. Repeated late payments will result in termination from the program.

INSTALLMENT PLAN - Students may pay their tuition in three payments over the year. Those choosing this payment plan will be billed once a year and are responsible for adhering to the payment dates outlined in the billing. A breakdown of fees and dates for each year follows:

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<tr>
<th>DATE</th>
<th>YEAR 1</th>
<th>YEARS 2 &amp; 3</th>
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<tr>
<td>To be paid before the first official cluster meeting</td>
<td>$280 (deposit* &amp; application fee)</td>
<td>$1,300 (tuition)</td>
</tr>
<tr>
<td>To be paid on or before the first day of the 4th month following the first official cluster meeting</td>
<td>$1,250 (tuition &amp; $25 service fee)</td>
<td>$1,225 (tuition &amp; $25 service fee)</td>
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<tr>
<td>To be paid on or before the first day of the 8th month following the first official cluster meeting</td>
<td>$1,250 (tuition &amp; $25 service fee)</td>
<td>$1,225 (tuition &amp; $25 service fee)</td>
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Program Deposit - A $280 deposit is required prior to the first official cluster meeting. The deposit and any paid tuition will be refunded if the applicant notifies the director before the start of the cluster that he/she does not wish to begin the program, or if the cluster does not form, or if the applicant is not admitted to the program.
REFUNDS - Students will receive a full refund of tuition paid if they withdraw before the first official cluster session; the total tuition paid less the deposit of $250 if they withdraw after attending the first cluster session; the total tuition paid less the first payment if they withdraw after the first session but prior to the fourth month in the program; the total tuition less the first and second payments if they withdraw prior to the eighth month in the program.

All students must notify the program director in writing of their intention to withdraw. Refunds and liabilities are calculated from the date the director receives written word of the students' intentions. Students paying on the installment plan must notify the director of their withdrawal before entering a new payment period, or they will be liable for an additional payment.

Re-entry into the program following withdrawal or as a result of being dropped for nonpayment must be discussed with the program director. A $250 reinstatement fee will be charged and the student will be subject to the tuition schedule in effect at the time of reinstatement.

STUDENT LOANS - Federally Insured Student Loans are available for eligible students. For more information, contact Nova’s Office of Student Financial Planning and Resources at 475-7410.

Student Rights and Responsibilities

Student dismissal for reasons of nonprofessional behavior will be determined by an Appeals Committee comprising graduates, peers, and faculty.

Grievance

When questions about procedures, decisions, or judgments arise, counseling is available for discussion and resolution of differences. Students may also have recourse to more formal avenues of appeal and redress. An appeal policy is available upon request from the center’s Student Affairs Department.
During the three-year program students receive instruction through a variety of mechanisms. The major program components, however, are the study areas, the practicums, and the summer institutes.

THE STUDY AREAS

CHILD GROWTH AND DEVELOPMENT

EC 606 The Child and the Family (3)
This course focuses on the child within his total life space—his family, community, society, and culture. Major emphasis is given to a study of the changes that are taking place in the American society and the impact of these changes on the family.

EC 625 Social and Emotional Development in Children (3)
Beginning with a study of early bonding and attachment behavior in the infancy period, this course examines social and emotional development in children. Particular emphasis is placed on theory and research relating to the development of both aggressive and prosocial behavior.

EC 630 Observing and Assessing the Young Child (3)
This course familiarizes students with the characteristics and capabilities of young children and with instruments and techniques that are used to measure and record physical, perceptual, intellectual, social, and emotional development. Students are required to participate in settings in which they have opportunities to acquire and demonstrate observation and assessment skills. At the end of the course, the student is expected to have developed skills in the use of a variety of formal and informal instruments and to recognize the usefulness and limitations of testing.

EC 635 Trends and Issues in Exceptional Child Education (3)
Investigation of current practices in the identification, diagnosis, categorization, and education of exceptional children. Special attention is given to controversial issues relating to mainstreaming, interpretation of least restrictive environment, definition of specific learning disability, labeling practices, and parental involvement.

EC 700 Practicum Orientation Workshop (3)
This intensive workshop develops student understanding of the practicum concept and skills related to the problem-solving process. These skills include problem identification, diagnosis, and documentation; literature review; goal setting and assessment; and selection of solution strategies. Completion of this course requires an approved Practicum I Proposal.

RESEARCH AND EVALUATION

RS 610 Descriptive and Inferential Statistics (3)
This course provides for development of understanding of the basic analytic tools of quantitative inquiry. Focus is on development of sound understanding of probability theory and inferential techniques. Considerable attention is given to the demonstration of interpretive skills.
RS 712 Research Methodology and Design (3) A skill building course in the selection and utilization of appropriate research design and analysis. Student experiences include understanding of basic design concepts, conducting critiques of actual research designs, and utilization of research methodologies to attack student-generated problems.

AS 505 Evaluation for Administrators (3) This course will prepare administrators to evaluate the full range of activities for which they are responsible. Techniques will range from informal in-house methods to those for the more sophisticated researcher.

PROGRAM DEVELOPMENT

CU 500 Modern Curriculum Design (3) This course covers curriculum and materials design based on a predetermination of the performance required for achieving curriculum objectives. It requires the development of instructional systems for an existing curriculum.

EDU 644 Grantsmanship (1) Participants become familiar with grantsmanship vocabulary, the basic components of proposal development, and the resources available for funding proposals on problems in early and middle childhood.

CU 665 Theories of Learning and Effective Teaching (3) This course examines both modern and traditional theories and their relationship to effective learning behaviors. An effort is made to evaluate the implications and significance of learning research for the childhood professional.

CU 666 Curriculum: Theory and Practice (3) Students examine the historical antecedents to early and middle childhood curricula. They track the effect of numerous persons (e.g., Aristotle, Rousseau, Pestalozzi, Froebel, Dewey, Montessori, Piaget) on current curriculum practices. A culminating activity involves the students in observing numerous early and middle childhood environments. From those observations and interviews with staff, the students infer relationships between the ideas of the historical leaders and current practices in early and middle childhood.

EC 701 Practicum 1 (6) This practicum involves the exposure to a sequential series of experiences designed to insure that students master the problem-solving process. Through participation and involvement, students develop skills in identifying and in diagnosing problems in actual childhood settings. Students assume a leadership role in solving the identified problem; they implement a solution and evaluate its effectiveness. The proposal approved in EC 700 is implemented and a written report prepared.

MANAGEMENT AND LEADERSHIP

AS 525 Human Relations in Educational Change (3) This course focuses on models of organizational health. Special emphasis is given to working in committees and achieving results with and through other people. Image management and using the potential of good communication to facilitate educational change are included.
EC 516 Budget as a Management Tool (2) The course introduces students to the basic concepts and procedures of budgeting. It is a skill-building course in which program budgets are actually designed, critiqued, and modified to achieve given objectives. The course introduces budgeting techniques appropriate to small and large scale operations and to private and public programs.

AS 551 Overview of Educational Administration (3) This is a course designed to provide the essential understanding of administration in America's public education on federal, state, intermediate, local, and individual levels. Concepts, processes, and roles of administrators and teachers are explored.

SU 605 Supervision in Educational Settings (3) This course emphasizes the basic theoretical foundations of supervisory techniques and the utilization of skills essential for effective supervision of educational personnel.

EC 567 Policy Analysis in Early and Middle Childhood (3) In this course students are required to gain and demonstrate skill in analysis of specific policies related to early and middle childhood. Classical as well as contemporary analytic models are introduced as tools for policy analysis, and study of the strengths and limitations of each model is required.

AS 651 Policy and Political Processes in the American System (3) This is a graduate course in the dynamics of the American political system. Students are expected to gain familiarity with basic concepts of government and policy making as they are revealed in ongoing political systems. The development of policy related to human services provides a focal point for study of national, state, and local political systems.

POLITICAL POLICIES AND SOCIAL ISSUES

EC 612 Socio-Political Setting in Early and Middle Childhood (3) This course provides a historical and sociological perspective about the development of programs in early and middle childhood. While the focus is on the development of such programs in significant historical periods in the United States, cross-national experiences are studied as well. Specific attention is paid to the historical shifts in basic conceptions of the child and family.

EC 702 Major Practicum (12) A problem of major significance to the early and middle childhood student is identified and documented and an appropriate solution is designed. After approval of a written proposal by practicum faculty, the student implements a solution and evaluates its effectiveness. A written report
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<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Education</th>
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<tbody>
<tr>
<td>ABBEY MANBURG</td>
<td>Director</td>
<td>A.B. Temple University, M.S. City College of New York, Ed.D. Nova University</td>
</tr>
<tr>
<td>DIANA MARCUS</td>
<td>Director of Program Development</td>
<td>B.A. Hunter College, M.S. Queens College, Ph.D. University of Connecticut</td>
</tr>
<tr>
<td>MARY ELLEN SAPP</td>
<td>Director of Practicums</td>
<td>B.Ed. University of Miami, M.Ed. Florida Atlantic University, Ph.D. Ohio State University</td>
</tr>
<tr>
<td>RICHARD GOLDMAN</td>
<td>Center Dean and Practicum Advisor</td>
<td>B.A. University of Pittsburgh, M.Ed. University of Pittsburgh, Ph.D. Pittsburgh University</td>
</tr>
<tr>
<td>WARREN GROFF</td>
<td>Senior Faculty Member</td>
<td>B.A. University of Pittsburgh, M.Ed. University of Pittsburgh, Ph.D. University of Pittsburgh</td>
</tr>
<tr>
<td>DOMINIC GULLO</td>
<td>Senior Faculty Member</td>
<td>B.S. University of Wisconsin, M.S. University of Wisconsin, Ph.D. Indiana University</td>
</tr>
<tr>
<td>BEVERLY HARDCASTLE</td>
<td>Senior Faculty Member</td>
<td>B.A. University of Iowa, Ph.D. Arizona State University</td>
</tr>
<tr>
<td>E. RILEY HOLMAN</td>
<td>Practicum Advisor</td>
<td>B.S. College of Utah, M.S. Brigham Young University, Ed.D. Brigham Young University</td>
</tr>
<tr>
<td>PAUL KLEINE</td>
<td>Senior Faculty Member</td>
<td>B.S. Concordia Teachers College, M.A. Washington University, Ph.D. Washington University</td>
</tr>
<tr>
<td>RICHARD KOHLER</td>
<td>Senior Faculty Member</td>
<td>A.B. Xavier University, M.A. Xavier University, Ed.D. University of Cincinnati</td>
</tr>
<tr>
<td>KRISHNA KUMAR</td>
<td>Practicum Advisor</td>
<td>B.S. Osmania University, M.S. University of Wisconsin, Ph.D. Wisconsin University</td>
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<tr>
<td>GEORGIANNA LOWEN</td>
<td>Practicum Advisor</td>
<td>B.A. Wellesley College, M.S. Florida State University, Ed.D. University of Southern Mississippi</td>
</tr>
<tr>
<td>MURIEL LUNDY</td>
<td>Practicum Advisor</td>
<td>B.Ed. Kent State University, M.Ed. Boston University, Ed.D. University of North Carolina</td>
</tr>
<tr>
<td>PEGGY MORENO</td>
<td>Senior Faculty Member</td>
<td>B.A. University of Florida, M.Ed. University of Florida, Ed.D. University of Florida</td>
</tr>
</tbody>
</table>
DOROTHY ADAMS PECK  
Practicum Advisor  
B.A. Morris Brown College  
M.S.W. Atlanta University  
Ed.D. University of Miami

POLLY PETERSON  
Senior Faculty Member and Practicum Advisor  
B.S. University of Michigan  
M.A. Michigan State University  
Ph.D. Michigan State University

ELIZABETH A. POLINER  
Director of Information Retrieval Services  
B.Ed. University of Miami  
M.Ed. University of Miami

JOELLEN SALCE ROGERS  
Practicum Advisor  
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M.S. Florida International University  
M.S. Florida State University  
Ph.D. Florida State University

MARILYN SEGAL  
Senior Faculty Member  
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M.S.W. McGill University  
Ph.D. Nova University

WALTER SCHURMAN  
Practicum Advisor  
B.A. University of Maine  
M.Ed. Florida Atlantic University  
Ed.D. Nova University

STEPHEN SIPLET  
Director of Student Affairs  
B.A. Temple University  
M.Ed. Temple University  
Ed.S. Temple University  
Ed.D. Nova University

GERALD SROUFE  
Senior Faculty Member  
A.B. North Central College  
Ph.D. The University of Chicago

JULE SUGARMAN  
Senior Faculty Member  
B.A. American University

JETHRO TOOMER, JR.  
Senior Faculty Member  
B.A. Morehouse College  
Ph.D. Temple University
Dear Applicant:

Admissions forms for the Ed.D. Program in Early and Middle Childhood have been perforated for easy separation. Forms to be completed are as follows:

• Application / Student Census Form with $30 application fee made payable to Nova University.
• Requests to your undergraduate and graduate degree conferring institutions for official transcripts (to be sent directly to the Ed.D. Program in Early and Middle Childhood).
• Distribution of recommendation forms to three people who can comment on your academic and/or professional performance.
• Responses to the Supplementary Application Form, demographics and questions.

In addition to the above materials, please send a resume of your personal and professional background. When your file is complete, an interview with a member of the Admissions Committee will be scheduled.

All information should be directed to:
Program Director
Ed.D. Program in Early and Middle Childhood
Nova University/CAE
3301 College Avenue
Fort Lauderdale, FL 33314

Some items to remember:

• Keep personal copies of all documentation that has been forwarded to the University.
• Include footnotes and bibliography, when appropriate.
• Include a copy of your student transcripts if these personal records are in your possession. (This will speed the application process while awaiting your official transcripts.)
• Send application materials as they are accomplished. (Do not wait to mail materials as an entire package.)
• Begin the application process as soon as possible.
• Call if you need assistance (1-800-432-5021, x7329 in Florida; 305/475-7439, collect elsewhere).

Sincerely,

Diane Marcus, Ph.D.
Director of Program Development
ATTENTION: Program Director

Expected Starting Date___/___/____ Cluster Location________
Mo. Day Year City State

Soc. Sec. No #_______/_____/_______ Sex: ( ) M ( ) F Date of Birth___/___/____
Mo. Day Year

Last Name First Name M.I. Maiden Name

Legal / Permanent Address: Street & Number Apartment

City State Zip Home Telephone / Business Phone Ext.

Mailing Address While Attending Nova City State Zip

EMERGENCY Contact:

Name

Address Home Telephone Business Phone Ext.

ACADEMIC GOAL: Ed.D. in Early and Middle Childhood
Please list all colleges and universities attended. Official transcripts from all institutions are required. Send them to:

Program Director
Nova University/CAE
Ed.D. Program in Early and Middle Childhood
3301 College Avenue
Fort Lauderdale, FL 33314

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<tr>
<th>Name of College/University</th>
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<th>Date Ended (Mo/Yr)</th>
<th>Field</th>
<th>Degree</th>
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CITIZENSHIP STATUS:

___ U.S. Citizen

Do you require an I-20? Yes_______ No_______

___ Non-resident Alien

If you have a Visa, Indicate Status Code________

___ Resident Alien

Country of Citizenship____________________

Native Language ____________________________

Additional procedures are required for admission of non-resident alien students.

ETHNIC ORIGIN DATA: (This information is required for reporting purposes only)

Check one of the following:

___ Hispanic Origin

___ White Not of Hispanic Origin

___ Asian or Pacific Islander

___ Black Not of Hispanic Origin

___ American Indian or Native Alaskan

APPLICANT STATUS AT TIME OF APPLICATION:

First time attending Nova University? ___ Yes ___ No
FINANCIAL AID:

Have you applied for Financial Aid? _____ Yes _____ No

Have you filed a College Scholarship Service Financial Aid Form (F.A.F.)? _____ Yes _____ No

If yes, when was the F.A.F. sent to Princeton, N.J.? ___________________________ Date

I declare that the above information, to the best of my knowledge, is complete and accurate. I agree to abide by all rules and regulations of Nova University.

_________________________________ Applicant Signature ______________________ Date

Nova University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award bachelor's, master's, educational specialist, and doctoral degrees. Nova University practices a policy of nondiscrimination in employment and admission. Nova University does not discriminate on basis of race, color, age, sex, religion or creed, national or ethnic origin, or handicap.
SUPPLEMENTARY APPLICATION
Ed.D. Program in Early and Middle Childhood

Name ____________________________________________ Telephone (___) __________

Address ____________________________________________
Street ____________________________________________
City State Zip ______________________________________

Employer ____________________________________________

Business Address ____________________________________________
Street ____________________________________________
City State Zip ______________________________________

Business Telephone (___) __________

PROFESSIONAL INFORMATION

1. Present Position (Job Title) ____________________________________________
   Job Responsibilities ____________________________________________
   ____________________________________________
   ____________________________________________
   ____________________________________________
   Name and Title of Supervisor ______________________________________
   ____________________________________________

2. Previous Positions - Please list previous employment in chronological order beginning
   with your present position.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Employer Name and Address</th>
<th>Brief Description of Responsibilities</th>
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3. Please list the names and addresses of the three people from whom references are being requested. Professional references are preferred wherever possible.

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<tr>
<th>Name and Title</th>
<th>Address</th>
<th>Relationship</th>
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4. List any additional professional and/or career related experiences you have had: (e.g. workshop leader, adjunct faculty, conference leader, keynoter, etc.) Please attach resume.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

5. List below the titles of any professional writing you may have done in the past. Please include undergraduate honors theses, master's thesis, publications, work related projects, grants, etc.

________________________________________________________________________

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6. Please answer the questions below as fully as possible and in narrative form. Each response is to be completed on a separate sheet/s of paper, typewritten. Answers to these questions will be assessed for content, organization, critical thinking and writing skills, and for the potential to perform successfully in this doctoral program.

a. Throughout the world, governments are dealing with the problems of budget constraints and the equitable apportionment of available resources. As professionals we are asked to present our opinions regarding the allocation of these funds.

Let us assume that the total federal budget for one year is 100 billion dollars. How would you allocate these funds among the following departments:

Human services, education, transportation, defense, agriculture, basic research, space programs.

Discuss in detail your rationale for your distribution of these funds.

b. Practicums are required as a program component. Practicums are work-related, problem-solving experiences that enable students to assume a leadership role in improving a situation, product, or condition in their work settings. Describe a situation in your work setting that you would like to change and generate a list of ideas for effecting that change. Discuss the ideas that you think have the greatest potential for effecting change.

c. In approximately 500-600 words, please respond to the following question:

Professionals in the field of early and middle childhood have been pondering the role of technology in the lives of children. From your professional perspective, what do you see as the future of technology in children's development? Discuss the implications and substantiate your responses to these questions with references to current literature.

Please include appropriate references.

d. Of the items listed in #4 or #5, describe the event that was personally most rewarding to you.

7. A telephone conference with a member of the Admissions Committee is required of each applicant. Please indicate below the best day and time for this conference.

Day of the Week _______________________

Time of Day _________________________

Telephone Number (____) ___________________
Please sign the statement below.

I certify that all the information I have given in the application is complete and accurate to the best of my knowledge, and if admitted, I agree to observe all the rules and regulations of Nova University.

Applicant's Signature

Date

Mail completed application to:

Program Director
Ed.D. Program in Early and Middle Childhood
Nova University - CAE
3301 College Avenue
Fort Lauderdale, FL 33314
RECOMMENDATION

Name of Applicant: __________________________________________________________

Address of Applicant: _______________________________________________________

_________________________ ___________________________ __________________________
(street) (city) (state) (zip)

Telephone Number of Applicant: ( ___ ) ______________________________

The above named person is seeking admission to a field-based doctoral program. The program has been developed for employed early and middle childhood professionals who desire to improve their academic and leadership competencies. In writing your recommendation, please describe the applicant in terms of his or her (1) commitment to a profession in early and/or middle childhood; (2) potential for providing leadership to the field; and (3) ability to succeed in a program requiring personal initiative.

Please send to:

Program Director
Ed.D. Program in Early and Middle Childhood
Nova University/CAE
3301 College Avenue
Fort Lauderdale, FL 33314
305/475-7329

Name__________________________

Position________________________

Address________________________

_________________________ __________________________
(street) (city) (state-__zip)

Phone: (___) ____________________

Name__________________________

Position________________________

Address________________________

_________________________ __________________________
(street) (city) (state-__zip)

Phone: (___) ____________________
RECOMMENDATION

Name of Applicant: ________________________________

Address of Applicant: ________________________________________________

____________________________________________________________________

____________________________________________________________________

Telephone Number of Applicant: ________________________________________

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3301 College Avenue
Fort Lauderdale, FL 33314
305/475-7329

Name ________________________________

Position ________________________________

Address ____________________________________________

____________________________________________________________________

____________________________________________________________________

Phone: (_____) ____________________________
RECOMMENDATION

Name of Applicant: ____________________________________________

Address of Applicant: ____________________________________________

_________________________ ____________________________
(street) (city) (state) (zip)

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Fort Lauderdale, FL 33314
305/475-7329

Name ________________________________

Position ________________________________

Address ________________________________

_________________________ ____________________________
(street) (city) (state- zip)

Phone: (____) ____________________________
Ed.D. Program in Early and Middle Childhood

TRANSCRIPT REQUEST AND TRANSMITTAL FORM

STUDENT: To request that a transcript be sent from your former school to Nova University, fill in the blanks in both sections.

Dear Alma Mater:

Please send to Nova University an official transcript of all academic work taken while attending your institution. Please return the transmittal form along with my official transcripts.

A. I attended your school from _______________ to _______________

B. While in attendance my name on your records was:

Last Name
First Name
Middle/Maiden Name

C. My student identification number was: ____________________________

Thank you for your assistance.

Student: ____________________________

Address: ____________________________

Sincerely,

Signature

---------------------

TRANSCRIPT TRANSMITTAL FORM

DEAR ALMA MATER: PLEASE RETURN THIS FORM WITH TRANSCRIPT TO:

Program Director
Ed.D. Program in Early and Middle Childhood
Nova University/CAE
3301 College Avenue
Fort Lauderdale, FL 33314

Name ____________________________

Address ____________________________

Street ____________________________

City ____________________________ State ____________________________ Zip ____________________________

Social Security # ____________ / ____________ / ____________ Date ____________________________

PLEASE SEND ______ COPIES TO NOVA UNIVERSITY ____________________________

Indicate Program Applied for
TRANSCRIPT REQUEST AND TRANSMITTAL FORM

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<th>First</th>
<th>Middle/Maiden</th>
</tr>
</thead>
</table>

C. My student identification number was: ____________________

Thank you for your assistance.

Student: ____________________

Address: ____________________

Sincerely,

Signature

TRANSCRIPT TRANSMITTAL FORM

DEAR ALMA MATER: PLEASE RETURN THIS FORM WITH TRANSCRIPT TO:

Program Director
Ed.D. Program in Early and Middle Childhood
Nova University/CAE
3301 College Avenue
Fort Lauderdale, FL 33314

Name

<table>
<thead>
<tr>
<th>Last</th>
<th>First</th>
<th>Middle/Maiden</th>
</tr>
</thead>
</table>

Address

<table>
<thead>
<tr>
<th>Street</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
</table>

Social Security # ____________ / ____________ / ____________

Date

PLEASE SEND ___ COPIES TO NOVA UNIVERSITY

Indicate Program Applied for
TRANSCRIPT REQUEST AND TRANSMITTAL FORM

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Address: ____________________

__________________________ Signature

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Program Director
Ed.D. Program in Early and Middle Childhood
Nova University/CAE
3301 College Avenue
Fort Lauderdale, FL 33314

Name ________________________________

Address ________________________________

   Last   First   Middle/Maiden

   Street

   City    State    Zip

   Social Security # ___/___/______ Date ____________________

PLEASE SEND ______ COPIES TO NOVA UNIVERSITY

Indicate Program Applied for
From the beginning, Nova University has distinguished itself by its innovative outlook, unique programs and problem-solving research.

Nova University Policies Governing Student Relations

General

Nova University hereinafter referred to as Nova, has established specific policies, procedures, and guidelines defining its relationship with its students. The term student as used herein defines the student, or parents of the student if the student qualifies as a dependent under the provisions of the Internal Revenue Code.

Institutional and Academic Information

Nova and its composite academic units periodically publish bulletins or catalogs describing Nova and its academic programs. These bulletins are available to enrolled and prospective students through the various admissions offices associated with the academic units or from the Office of the Registrar. Each academic unit, group of units, and/or the Office of the Registrar, maintains at least one full-time employee to assist all students in obtaining information.

Financial Aid

Nova University offers a comprehensive program of financial aid to assist students in meeting educational expenses. Financial aid is available to help cover direct educational costs such as tuition, fees, and books as well as indirect expenses such as food, clothing, and transportation. The primary responsibility for paying for education rests with the student and his or her family. Financial aid is available to "fill the gap" between the cost of education and the amount the family can reasonably be expected to contribute.

In order to qualify and remain eligible for financial aid, students must be accepted for admission into a University program; eligible for continued enrollment; a United States citizen, national or permanent resident; and making satisfactory academic progress toward a stated educational objective in accordance with the University's policy on satisfactory progress for financial aid recipients.

The priority deadline for the 1987/88 academic year is April 1, 1986. All applications received after that date will be considered on a funds-available basis. The last day to apply for any assistance for 1987/88 is April 15, 1988.

For information on sources of aid and for application forms, please contact:

Nova University
Office of Student Financial Planning and Resources
3301 College Avenue, Parker Building, Room 351
Ft. Lauderdale, Florida 33314
Broward: (305) 475-7410
Dade: (305) 940-6447
Florida Wats: 1-800-432-5021 ext. 7410
When to Apply

Normal processing time for a financial aid application is six to eight weeks; however, loan applications may take up to 12 weeks because of additional bank and guarantee agency processing. Students should apply well in advance of the date that funds will be needed.

All students must reapply for aid annually. Applications are generally available each January for the following academic year.

Veteran's Benefits

All programs described in this bulletin are approved for veteran's training by the Florida Department of Education. Benefits are paid by the VA on an independent study basis, which is equivalent to less-than-half-time training. Eligible veterans and veterans' dependents should contact for more information, the Office of the Registrar, 3301 College Avenue, Fort Lauderdale, Florida 33314 or telephone 305-475-7414.

Standards of Progress for VA Students

A VA student must attain and maintain a minimum grade point average (GPA) of not less than a 3.0 ("B" Grade) each evaluation period (e.g., term, semester, quarter). He/she also must meet any skill or technical requirements of his/her particular program.

Each VA student is expected to complete the program within the number of training hours approved by the State Approving Agency for Veterans Training. If at any point in time it is determined that a VA student cannot successfully complete the program within the approved number of hours, the student's VA educational benefits will be terminated for unsatisfactory progress.

A VA student who, at the end of any evaluation period, has not attained and maintained satisfactory progress (3.0 GPA or better) will be placed on academic probation for the next evaluation period. Should the student not attain and maintain satisfactory progress (3.0 GPA or better) by the end of the probationary period (one evaluation period), the student's VA educational benefits will be terminated for unsatisfactory progress.

A student whose VA educational benefits have been terminated for unsatisfactory progress may petition the school to be recertified after one evaluation period has elapsed. The school may recertify the student for VA educational benefits only if there is a reasonable likelihood that the student will be able to attain and maintain satisfactory progress for the remainder of the program.

Grade/Progress Reports For VA Students

Each VA student will be provided a grade/progress report at the end of every evaluation period (e.g., term, semester, quarter). A copy of each report will be placed in the student's permanent file maintained by the school.

The Center for the Advancement of Education maintains up-to-date progress records on each student. The University periodically furnishes each student with a working transcript which shows current status of grades and earned semester credit hours for all courses completed and/or attempted, plus grades for courses in which the student is currently enrolled.
**GRADING SYSTEM**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Quality Points</th>
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<tbody>
<tr>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
</tr>
<tr>
<td>F - Fail</td>
<td>0.0</td>
</tr>
<tr>
<td>P - Pass</td>
<td>0.0</td>
</tr>
<tr>
<td>WWP - Withdrawn Without Penalty</td>
<td>-</td>
</tr>
<tr>
<td>I - Incomplete</td>
<td>-</td>
</tr>
<tr>
<td>NG - No Grade (Not assigned by the instructor)</td>
<td>-</td>
</tr>
</tbody>
</table>

Grades are issued to the students by the Registrar's Office within two weeks following the last final exam of each evaluation period (e.g., term semester, quarter).

**Nondiscrimination**

Nova fully subscribes to and practices a policy of nondiscrimination in admissions and enrollment. No applicant or enrolled student shall be discriminated against because of religion, sex, handicap, color, national or ethnic origin. The University registrar is designated as the policy coordinator to assure compliance with all federal, state, and local laws and regulations relative to nondiscrimination.

**Educational Records and Privacy**

Nova maintains a system of student records that includes, but is not limited to, application forms, letters of recommendation, transcripts of prior academic achievement, standardized test scores, evidence of professional standing, and other admissions credentials as well as progress records (transcripts) of the student's studies at Nova.

Nova requires written consent of the student to disclose any personally identifiable information. Said consent shall specify the record to be released, to whom, and for what purpose.

Nova shall release records or components thereof without the written consent of the student only:
1. for purpose of audit and evaluation of federal and state programs;
2. to authorized representatives of:
   a. the Comptroller General of the United States,
   b. the Secretary of the U.S. Dept. of Education and Commissioner of Education or their deputies;
3. to Nova personnel deemed to have a legitimate educational interest;
4. to persons or organizations providing financial aid or determining financial aid decisions concerning eligibility, amount, condition, and enforcement of said aid;
5. to accrediting organizations in carrying out their functions;
6. to parents of students who have established the students as dependents according to the provisions of the Internal Revenue Code;
7. to persons in compliance with a judicial order or lawfully issued subpoena;
8. to persons in an emergency, if the knowledge of the information, in fact, is necessary to protect the health or safety of the student or other persons.

Nova may release without written consent information that it may deem as directory information for currently enrolled students provided--
1. the student is notified of the categories designated as directory information,
2. the student is given the opportunity to refuse disclosure of any or all of the categories,
3. the student is given a reasonable period of time in which to submit said refusals in writing.

Nova may release without written consent information to any party provided with identifiable student information, that such information is not permitted to be disclosed without the prior written consent of the student.

Student Rights and Responsibilities

Academic Rights and Responsibilities

Nova University as a community of women and men, is committed to furthering scholarship, academic pursuits, and service to our society. As an institution, our purpose is to assure every student an equal opportunity to fulfill her or his potential as a student at the highest standard of excellence.

Certain rights and obligations flow from membership in the academic community including--
1. the rights of personal and intellectual freedom that are fundamental to the idea of a university,
2. a scrupulous respect for the equal rights of others,
3. a dedication to the scholarly and educational purposes of the University and participation in promoting and assuring the academic quality and credibility of the institution.

The University expects its students to manifest a commitment to academic integrity, and to that end, a definition of original work is presented for each student's information, instruction, and acceptance.

Student Conduct

Students are expected to comply with the legal and ethical standards of the institution. Academic dishonesty and/or nonacademic misconduct will result in disciplinary action. Specific instances of misconduct include, but are not limited to, cheating, plagiarism, knowingly furnishing false information to the institution, and forgery or altering institution documents and/or academic credentials.
The institution reserves the right to require a student to withdraw at any time for misconduct as described above. It also reserves the right to impose probation or suspension on a student whose conduct is determined to be unsatisfactory. Students who feel their rights have been denied are entitled to due process.

Original Work at Nova University

Assignments such as course preparations, exams, tests, projects, term papers, practicums, etc., must be the original work of the student. Original work may include the thoughts and words of another, but if this is the case, those ideas or words must be indicated by quotation marks or other accepted reference devices.

Work is not original that has been submitted previously by the author or by anyone else for academic credit. Work is not original that has been copied or partially copied from any other source including another student unless such copying is acknowledged by the person submitting the work for credit at the time the work is being submitted or unless copying, sharing, or joint authorship is an expressed part of the assignment. Exams and tests are original work when no unauthorized aid is given, received, or used prior to or during the course of the examination.

Referencing the Works of Another

All academic work submitted to Nova University for credit or as partial fulfillment of course requirements must adhere to the accepted rules of documentation. Standards of scholarship require that proper acknowledgment be given by the writer when the thoughts and words of another are used. It is recommended that students acquire a style manual appropriate to their program of study and become familiar with accepted scholarly and editorial practice.

Reservation of Power

Nova shall reserve the right to amend, modify, change, add to or delete from such rules and regulations that may affect its relations with its students, as may be prescribed by law or deemed necessary by the administration.

Further, Nova reserves the right to change academic requirements, curriculum, tuition, and/or fees when in the judgment of the administration such changes are required.

Nova University Learning Resources

Library Resources

The Albert and Birdie EINSTEIN LIBRARY is located in the Mailman-Hollywood Building on the main campus and houses Nova University's major collection of books and periodicals. This collection encompasses the disciplines of the behavioral sciences, the humanities, public administration, computer sciences, business administration, and education.

Several special library services are available to Nova University students through the librarian at the Einstein Library. These services include computer searches through the DIALOG Information Retrieval Service, Interlibrary Loan service to locate materials not immediately available at Nova's Library, and access
to several area university libraries through the Southeast Florida Educational Consortium.

This facility contains individual carrels, a media room, and microform readers and a printer. The Einstein Library is open for research more than 80 hours per week. For further information, call 475-7496.

Also located on the main campus is the GEORGE ENGLISH LIBRARY in the Parker Building. It holds a specialized collection of books and periodicals that reflect and support the teaching of Upper School. This library is open for research and study more than 65 hours per week. For more information, call 475-7326.

The UNIVERSITY SCHOOL MEDIA CENTER is located in the University School Building for preschool through middle school students. High school students are provided a collection of books and periodicals located in the George English Library. This media center has an integrated collection of print and nonprint materials designed to provide curriculum enrichment resources for students from preschool through high school. Student and faculty involvement in media production is an integral part of the media center.

The William Springer RICHARDSON LIBRARY, housed in the Oceanographic Center at Port Everglades, contains a specialized collection of books and periodicals related to research in physical, biological, and chemical oceanography. The Richardson Library may be reached for information at 475-7487.

The LAW LIBRARY is housed in the Leo Goodwin, Sr., Law Building at 3100 S.W. 9th Avenue, Fort Lauderdale. The library collection, now over 250,000 volumes and volume equivalents, contains the standard materials required for legal study and research: English, American, and state court reports and statutes; administrative rulings, legal encyclopedias, periodicals, treatises, and looseleaf services. In addition to this basic collection, the library includes extensive materials in the areas of taxation, land use planning, and international law. It is one of the few collections designated as a depository for the United Nation's documents. The Law Center also houses a majority of the United States Government documents which are deposited with Nova University.

The combined holdings of the University library system contain extensive collections in the basic sciences, applied mathematics, and computing sciences. Through computer terminals, the Nova libraries are connected with the DIALOG Information Retrieval System and other national bases.

Through special cooperative arrangements, Nova University students have access to other libraries in the South Florida Educational Complex such as those of Miami-Dade Community College, Barry University, Florida International University, and St. Thomas University. Believing in maximum interchange of community educational resources, Nova University also maintains cooperative arrangements with other academic libraries in the area including the Professional Library of the Broward County Public Schools.

The Library Media Services provide a complete nonprint media service including educational materials and equipment in the following formats: 16mm film, videotape, audiotape, recordings, tape/slide presentations, sound filmstrips, and transparencies.
The Library Media Services also provide a complete range of media production services, enabling students and faculty to prepare video recordings, films, slides, audio cassettes, and transparencies for use in class.

Nova University provides appropriate learning resources at each of its academic centers. In addition, many resources within the broader community are utilized to enrich the learning environment of the students.

**Information Retrieval Service**

Provides computer searches for students in all programs of the Center for the Advancement of Education. The students have direct access to more than 270,000 ERIC documents.

**Learning Technology Laboratory**

Consisting of a TV studio equipped to video record in color, a well-equipped audio studio, and a graphics room, the laboratory provides excellent media production services for students and faculty. The video recording facilities of the studio are used regularly as a means of enriching student learning.

Learning Technology houses a growing library of instructional materials such as 16mm films, videotapes, filmstrips, slide/tape presentations, audio tapes, and kits for students and faculty use. Full A/V equipment services are also available through the department.

**Computing Facilities**

The University Computing Facility provides data processing facilities and services for meeting the instructional, research, and administrative needs of the University. The central site is located on the main campus in the Mailman-Hollywood Building. Access to the facility is through terminals and other computer systems located both on the main campus and at other University sites in the Fort Lauderdale area. Time-sharing services are available through the local telephone system. This facility is available to qualified students and faculty for research and for the computer-oriented coursework.
NOVA UNIVERSITY
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Vice-President for Academic Affairs

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Vice-President for University Relations and Development

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M.Ed. University of Oregon

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Assistant to the Director Programs for Higher Education

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M.A. The Pennsylvania State University
Ph.D. The Pennsylvania State University

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Ed.D. George Washington University

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M.A. Kent State University
Ph.D. The Ohio State University

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M.A. Wayne State University
Ed.D. Wayne State University

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Director of Practicums National Ed.D. Program for Educational Leaders
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M.A. Teachers College, Columbia University
Ph.D. University of Chicago
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Center for the Advancement of Education
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M.S. Nova University

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Dean, Center for the Advancement of Education
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M.Ed. University of Pittsburgh

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M.S. Program in Speech and Language Pathology
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M.A. Hofstra University

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M.S. Candidate, Nova University

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M.A. City University of New York
Ph.D. University of California, Irvine

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Student Advisor
B.S. Trenton State College

DORI LUNSFORD
Assistant to the Director
National Ed.D. Program for Educational Leaders

ABBYEY MANBURG
Director, Ed.D. Program in Early and Middle Childhood,
Master's Program for Child and Youth Care Administrators
A.B. Temple University
M.S. City College of New York
Ed.D. Nova University

DIANA MARCUS
Director of Program Development
Ed.D. Program in Early and Middle Childhood
B.A. Hunter College
M.S. Queens College
Ph.D. University of Connecticut

PEARLINE J. MARTIN
Coordinator of Practicums
GEM Programs

DIANA MARCUS
Director of Program Development
Ed.D. Program in Early and Middle Childhood
B.A. Hunter College
M.S. Queens College
Ph.D. University of Connecticut

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DORIS WILKINSON  
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DEGREE OFFERINGS

Doctor of Arts (D.A.) in:
  Information Science
  Training and Learning
  Technology
Doctor of Business Administration (D.B.A.)
Doctor of Business Administration -- International Management (D.B.A. - I.M.)
Doctor of Education (Ed.D.) in:
  Computer Education
  Early and Middle Childhood
  Higher Education
  Leadership in Adult Education
  School Administration
  Vocational, Technical, Occupational Education
Juris Doctor (J.D. in Law)
Doctor of Philosophy (Ph.D.) in:
  Child Clinical/Applied Developmental Psychology
  Clinical Psychology
  Oceanography
Doctor of Psychology (Psy.D.) in:
  Clinical Psychology
Doctor of Public Administration (D.P.A.)
Doctor of Science (Sc.D.) in:
  Computer Science

Specialist Degrees
Educational Specialist (Ed.S.) in:
  Computer Applications
  Computer-Based Learning
  Computer Education
  Computer Studies
  Education (23 majors)
  School Psychology

Master's Degrees
Master of Accounting (M.Ac.)
Executive Master of Business Administration in Banking (M.B.A.--Ex.)
Master of Business Administration (M.B.A.)

Master of International Business Administration (M.I.B.A.)
Master of Public Administration (M.P.A.)
Master of Science (M.S.) in:
  Child and YouthCare Administration
  Coastal Zone Management
  Computer Applications
  Computer Education
  Computer-Based Learning
  Computer Science
  Computer Studies
  Counseling Psychology
  Criminal Justice Education (23 majors)
  Health Education
  Health Services Administration
  Human Resource Management
  Human Services
  International Economics and Finance
  Learning Resources
  Marine Biology
  Microcomputer Applications in Management
  School Guidance
  Speech and Language Pathology
  Telecommunications Management
  Training and Learning

Bachelor's Degrees
Bachelor of Science (B.S.) in:
  Accounting
  Administrative Studies
  Business Administration
  Community Psychology
  Computer Engineering
  Computer Information Systems
  Computer Science
  Computer Systems
  Elementary Education
  General Psychology
  Legal Studies
  Organizational Psychology
  Professional Management
  Secondary Education
The provisions set forth in this bulletin are not to be regarded as an irrevocable contract between the student and Nova University. The regulations and requirements herein, including tuition and fees, are necessarily subject to change without notice at any time at the discretion of the administration. The University further reserves the right to require a student to withdraw at any time, as well as the right to impose probation on any student whose conduct is unsatisfactory. Any admission on the basis of false statements or documents is void upon the discovery of the fraud, and the student is not entitled to any credit for work which he may have done at the University. Upon dismissal or suspension from the University for cause, there will be no refund of tuition and fees. The balance due Nova University will be considered receivable and will be collected.

A transcript of a student’s academic record cannot be released until all his/her accounts, academic and non-academic, are paid. Any Nova University student has the right to inspect and review his/her educational record. The policy of the University is not to disclose personally identifiable information contained in a student’s educational record without prior written consent from the student, except: to University officials, to officials of another school in which the student seeks enrollment, to authorized representatives of federal or state agencies, to accrediting organizations, to parents of dependent students, under judicial order, to parties in a health or safety emergency, or when verifying graduation with a particular degree. A student also has the right to petition Nova University to amend or correct any part of his/her educational record which he/she believes to be inaccurate, misleading, or in violation of the privacy or other rights of students. If the University decides it will not amend or correct a student's record, the student has a right to a hearing to present evidence that the record is inaccurate, misleading, or in violation of the privacy or other rights of students.

If these rights are violated, a student may file a complaint with the Department of Education. A student may obtain a copy of the Educational Privacy Act policy by requesting it in writing from the Director of Student Services, Nova University, Parker Building, 3301 College Avenue, Fort Lauderdale, Florida 33314. A schedule of fees and a listing of the types and locations of educational records is contained in this policy.

Nova University does not discriminate on the basis of handicap, sex, race, religion, national or ethnic origin in admission, access, or employment for any of its programs and activities. The University Registrar and Director of Human Resources have been designated as student and employee coordinators, respectively, to assure compliance with the provisions of the applicable laws and regulations relative to nondiscrimination. Nova University programs are approved by the coordinator for Veterans Approval, State of Florida, Department of Education, for veterans' educational benefits.

The school is authorized under Federal Law to enroll nonimmigrant alien students.

The Nova University general policies on Student Relations are on file in the office of the registrar.