

SPECIAL EDUCATION ADMINISTRATION (GRADUATE CERTIFICATE)

<https://cola.unh.edu/education/program/graduate-certificate/special-education-administration>

Description

The Education Department offers a Graduate Certificate in Special Education Administration. This program allows educators to administer and lead special education programs. Students who pursue this Graduate Certificate must also concurrently pursue the certification for a New Hampshire Special Education Administrator. When a student completes the Graduate Certificate, they also complete the requirements for certification as a special education administrator. These two cannot be uncoupled.

Admission Requirements

- The applicant must possess a master's degree in special education or a closely related field.
- The applicant must possess a current teaching license or certification in special education or an area of special education.
- The applicant must have completed a minimum of five (5) years of experience as a special educator (full-time employment) under a license or certification in a special education area. "Experience as a special educator" entails providing special education services to special education students and shall include, but not be limited to, the roles of:
 1. General special educator
 2. School psychologist
 3. Educator of those who are:
 - a. Blind and/or have a vision impairment
 - b. Deaf and/or hard of hearing
 4. Educator of those who have:
 - a. Learning disabilities
 - b. Intellectual and developmental disabilities
 - c. Physical and health disabilities
 - d. Emotional and behavioral disabilities
- The applicant must provide two letters of recommendation. At least one must be a letter of recommendation or an evaluation from their supervisor(s) that demonstrated that they have worked with students with disabilities in approved schools or programs, and that documents progressively responsible experience over time.
- For additional requirements, please see the [Application Requirements & Deadlines](#) section of the degree homepage.

Requirements

In order to receive the Graduate Certificate in Special Education Administration, the matriculated student must complete all requirements for New Hampshire state certification as a Special Education

Administrator. **At least 16 credits must be passed after admission to the Graduate Certificate program.**

UNH courses used to meet the requirements for New Hampshire state certification as a Special Education Administrator are listed below. Since an M.Ed. in Special Education is required for admission, it is expected that matriculated students will have previously completed most of the Special Education courses at UNH or equivalent courses at other schools. Admitted students will work with their academic advisor to determine an appropriate plan of study based on prior coursework. Students typically need to complete between **16 and 24 credits** to receive the certificate.

Code	Title	Credits
Special Education Courses: ¹		
EDUC 839	Assessment and Individualized Educational Planning in Special and Inclusive Education	4
EDUC 840	Methods for Supporting Students in Special Education Using Intensive Interventions	4
EDUC 850	Introduction to Disability in Inclusive Schools and Communities	4
EDUC 856	Advocating for Diverse and Inclusive Family-School-Community Partnerships	4
EDUC 956	Developing Positive Behavior Supports to Ensure Success for All Learners	4
EDUC 959	Issues in Education (or equivalent) ²	4
Administration Courses:		
EDUC 962	Educational Finance and Business Management	4
EDUC 964	Human Resources in Education	4
EDUC 974	Educational Administrative Internship	4
EDUC 977	Leadership: The District Level Administrator	4

¹ To meet requirements for New Hampshire state certification as a Special Education Administrator, students must also complete or have completed a course in Special Education Laws and Regulations.

² Equivalent courses are determined in consultation with an academic advisor.

Disclosures

Professional Licensure/Certification Disclosures

The University of New Hampshire offers a number of academic programs designed to lead to professional licensure or certification in New Hampshire. However, completing a UNH degree/program does not guarantee professional licensure or certification. Eligibility may also depend on factors like years of work experience, professional examinations, passing a background check, and other criteria.

UNH does not guarantee that its professional licensure programs will satisfy the criteria of professional licensure boards in other states. Some states maintain different requirements for professional licensure or certification and requirements can change frequently. Federal regulations require the University to make public disclosure of certain information regarding professional licensure or certification programs, regardless of the modality the program is offered (i.e., in-person or online). The University provides guidance below but recommends students contact their state/territory licensing or certification board to ensure a program meets specific state/territory requirements.

Visit the Office of the Registrar's [website](#) for information about whether this program meets professional licensure requirements in your state.