



UNIVERSITY OF CENTRAL FLORIDA

# Exceptional Student Education MEd Graduate Program Handbook

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## Table of Contents

Introduction .....	1
Curriculum .....	1
Timeline for Completion.....	1
Examination Requirements .....	1
Thesis Requirements.....	2
University Dissertation Requirements .....	2
Financial Support.....	2
Graduate Student Associations .....	2
Professional Development.....	2
Pathways to Success Workshops .....	3
Job Search.....	3
Career Services .....	3
Forms.....	3
Useful Links .....	3
Grad Faculty .....	4
Contact Info .....	5

# Exceptional Student Education MEd

Together, the [Graduate Student Handbook](#) and your graduate program handbook should serve as your main guide throughout your graduate career. The Graduate Student Handbook includes university information, policies, requirements and guidance for all graduate students. Your program handbook describes the details about graduate study and requirements in your specific program. While both of these handbooks are wonderful resources, know that you are always welcome to talk with faculty and staff in your program and in the Graduate College.

The central activities and missions of a university rest upon the fundamental assumption that all members of the university community conduct themselves in accordance with a strict adherence to academic and scholarly integrity. As a graduate student and member of the university community, you are expected to display the highest standards of academic and personal integrity.

Here are some resources to help you better understand your responsibilities:

- [Academic Honesty](#)
- [Academic Integrity Training](#) - Open to all graduate students at no cost
- [Plagiarism](#)

## Introduction

The Master of Education (M.Ed.) in Exceptional Student Education (ESE) program prepares exceptional education teachers to work in programs serving Pre-K-12 students with disabilities.

Visit the [webpage](#) for the Exceptional Student Education M.Ed. program for details on degree requirements including a plan of study and planning worksheet.

## Curriculum

Please visit the [Graduate Catalog](#) to see the current curriculum for our program.

## Timeline for Completion

A sequence of course offerings is available on the [webpage](#) for the Exceptional Student Education M.Ed. program. Select the M.Ed. Plan of Study link for degree requirements and a sequence of course offerings.

## Examination Requirements

A Comprehensive Examination is required for both M.A. students and M.Ed. Students and serves as the culminating experience in the program. The comprehensive exam should be taken during the final semester of a student's program, or the term immediately preceding the final term.

Visit [ccie.ucf.edu/teachered/exceptional-student-education/graduate-students/](http://ccie.ucf.edu/teachered/exceptional-student-education/graduate-students/) for a Comprehensive Exam Overview and Study Guide. The application to take the comprehensive exam is located on the [Exception Student Education website](#).

# Thesis Requirements

Please see your program advisor for details on requirements specific to your thesis topic.

## University Dissertation Requirements

**A thesis is optional for this program; the following information is intended for those choosing to complete a thesis.**

The College of Graduate Studies [Thesis and Dissertation page](#) contains information on the university's requirements for dissertation formatting, format review, defenses, final submission, and more. A step-by-step completion guide is also available on [Thesis and Dissertation Services](#) Site.

All university deadlines are listed in the [Academic Calendar](#). Your program or college may have other earlier deadlines; please check with your program and college staff for additional deadlines.

**The following requirements must be met by dissertation students in their final term:**

- Submit a properly formatted file for initial format review by the format review deadline
- Submit the Thesis and Dissertation Release Option form well before the defense
- Defend by the defense deadline
- Receive format approval (if not granted upon initial review)
- Submit signed approval form by final submission deadline
- Submit final dissertation document by final submission deadline

Students must format their dissertation according to the standards outlined in [Thesis and Dissertation Webcourse](#). Formatting questions or issues can be submitted to the Format Help page in the [Thesis and Dissertation Services](#) site. Format reviews and final submission must be completed in the [Thesis and Dissertation Services](#) site. The Dissertation Approval Form is also available in the Thesis and Dissertation Services site.

The College of Graduate Studies offers several thesis and dissertation [Workshops](#) each term. Students are highly encouraged to attend these workshops early in the dissertation process to fully understand the above policies and procedures.

The College of Graduate Studies thesis and dissertation office is best reached by email at [editor@ucf.edu](mailto:editor@ucf.edu).

## Financial Support

For information on graduate financial opportunities visit [graduate.ucf.edu/funding/](http://graduate.ucf.edu/funding/).

## Graduate Student Associations

The Graduate Student Association (GSA) is UCF's graduate organization committed to enrich graduate students' personal, educational and professional experience. To learn more or get involved, please visit [facebook.com/groups/UCFgsa/](https://facebook.com/groups/UCFgsa/). For individual department or graduate program organizations, please see program advisor.

## Professional Development

For information on internships and other clinical experiences for graduate students in the College of Community Innovation and Education visit the [Office of Clinical Experiences webpage](#).

## Pathways to Success Workshops

Coordinated by the College of Graduate Studies, the Pathways to Success program offers free development opportunities for graduate students including workshops in Academic Integrity, Graduate Grantsmanship, Graduate Teaching, Personal Development, Professional Development, and Research. For more information and how to register, please visit [graduate.ucf.edu/pathways-to-success/](http://graduate.ucf.edu/pathways-to-success/).

## Job Search

For information on employment with the various counties in the Metro Orlando area visit the [Job Listings page](#) on the [Clinical and Field Experiences webpage](#).

## Career Services

UCF's Career Services department offers a wide range of programs and services designed to assist graduate students. These services include evaluation and exploration of career goals, preparation for the job search and job search resources. To learn more, visit their website at [career.ucf.edu/](http://career.ucf.edu/).

## Forms

- [College of Community Innovation and Education Forms](#)  
Links to forms for College of Community Innovation and Education students.
- [College of Graduate Studies Forms and References](#)  
A complete listing of general forms and references for graduate students, with direct links, may be found here.
- [Graduate Petition Form](#)  
When unusual situations arise, petitions for exceptions to policy may be requested by the student. Depending on the type of appeal, the student should contact his/her program adviser to begin the petition process.
- [Traveling Scholar Form](#)  
If a student would like to take advantage of special resources available on another campus but not available on the home campus; for example, special course offerings, research opportunities, unique laboratories and library collections, this form must be completed and approved.

## Useful Links

- [Exceptional Student Education](#)
- [College of Community Innovation and Education](#)
- [College of Graduate Studies](#)
- [Academic Calendar](#)
- [Bookstore](#)
- [Campus Map](#)
- [Counseling Center](#)
- [Financial Assistance](#)
- [Golden Rule Student Handbook](#)
- [Graduate Catalog](#)
- [Graduate Student Association](#)
- [Graduate Student Center](#)
- [Housing and Residence Life](#)
- [Housing, off campus](#)
- [Knights Email](#)
- [Library](#)
- [NID Help](#)

- [Pathways to Success](#)
- [Recreation and Wellness Center](#)
- [Shuttles Parking Services](#)
- [Student Health Services](#)
- [Thesis and Dissertation \(ETD\)](#)
- [UCF Global](#)
- [University Writing Center](#)

## Grad Faculty

**Asterisk** = has previous committee experience, which qualifies the person to serve as vice chair

### **Batchelder, Heather \***

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### **Lue, Martha**

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### **Marino, Matthew \***

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### **Martin, Suzanne \***

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**Ogilvie, Christine**

College: College of Community Innovation and Education

Disciplinary affiliations: Exceptional Education

Contact Info: [cogilvie@ucf.edu](mailto:cogilvie@ucf.edu)

**Reyes, Maria \***

College: College of Community Innovation and Education

Disciplinary affiliations: Exceptional Education

Research interests: Interested in Working with Latino Families who Have Children with Disabilities

Contact Info: [maria.reyes-macpherson@ucf.edu](mailto:maria.reyes-macpherson@ucf.edu)

**Vasquez, Eleazar \***

College: College of Community Innovation and Education

Disciplinary affiliations: Exceptional Education

Research interests: Applied Behavior Analysis, Special Education Teacher Preparation, Disproportionality of Minority Students in Special Education, Technology, and Severe and Profound Disabilities

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## Contact Info

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