

**PIEDMONT COLLEGE - MASTER OF ARTS DEGREE (MA)  
INSTRUCTIONAL TECHNOLOGY: INSTRUCTIONAL DESIGN AND DEVELOPMENT  
ADVISEMENT WORKSHEET  
NON-CERTIFICATION**

NAME \_\_\_\_\_ STUDENT NUMBER \_\_\_\_\_  
 SITE \_\_\_\_\_ DATE ENTERED MA PROGRAM \_\_\_\_\_  
 UNDERGRAD DEGREE FROM \_\_\_\_\_ YEAR \_\_\_\_\_  
 PC EMAIL \_\_\_\_\_

**ADVISORS!! THIS DEGREE DOES NOT LEAD TO A GA K-12 CERTIFICATION IN INSTRUCTIONAL TECHNOLOGY**  
 Any course substitution must be approved (*Petition for Course Substitution or Exception in a Student's Program* Form must be completed).

**The Advanced Certification Course Sequence is grouped in two clusters:  
 Cluster (A) and Cluster (B) courses are to be taken in the cluster order.**

<u>COURSE NUMBER AND NAME</u>	<u>HRS.</u>	<u>SEM.</u>	<u>GRADE</u>
<b>Instructional Technology Core Courses - Cluster A (18 hrs)</b>			
EDIT 6600 Introduction to Instructional Technology	<u>3</u>	_____	_____
EDIT 6602 Instructional Systems Design	<u>3</u>	_____	_____
EDIT 6603 Special Topics in Instructional Technology	<u>3</u>	_____	_____
EDIT 6604 Multimedia Development Authoring Tools	<u>3</u>	_____	_____
EDIT 6605 Practicum in Instructional Technology	<u>3</u>	_____	_____
EDUC 6699 Methods & Interpretation of Educational Research	<u>3</u>	_____	_____
<b>CLUSTER B: Instructional Design and Development Track (18 hrs)</b>			
EDIT 6606 Foundations of Online Learning	<u>3</u>	_____	_____
EDUC 6607 Fundamentals of Learning and Cognition	<u>3</u>	_____	_____
EDIT 6609 Human Resource Training & Development	<u>3</u>	_____	_____
EDIT 6610 Instructional Audio and Video	<u>3</u>	_____	_____
EDIT 6611 Instructional Product Evaluation	<u>3</u>	_____	_____
EDEC 6788 Capstone ( <i>Must be taken last semester of the program</i> )	<u>3</u>	_____	_____
<b>TOTAL MINIMUM NUMBER OF HOURS:</b>		<b><u>36 hours</u></b>	
<b>FIELD EXPERIENCE REQUIRED:</b> 20 hours.		COMPLETED: _____ hrs. ADVISOR INITIALS: _____	
<i>My advisor and I have discussed my program of study and required program outcomes on page 2 of this form. I am fully aware of the requirements for graduation. (To be signed below at initial advising session)</i>			
<b>CANDIDATE SIGNATURE</b> _____		<b>DATE</b> _____	
<b>ADVISOR:</b> At the end of the student's program, this Advisement form must accompany the Application for Graduation and be sent to the Registrar, with your signature below, for verification of program requirements.			
<b>ADVISOR SIGNATURE</b> _____		<b>DATE</b> _____	

**PIEDMONT COLLEGE - MA INSTRUCTIONAL TECHNOLOGY  
NON-CERTIFICATION (NC)**

**TO THE ADVISOR:**

- If a course or its undergraduate equivalent has been previously taken, the course may not be taken again without approval by the Chair of the Department.
- CANDIDATES, AND HIS OR HER ADVISOR, MUST CONSIDER ALL AREAS AND PREVIOUS COURSEWORK WHEN MAKING SELECTIONS.
- Any course substitution must be approved (*Petition for Course Substitution or Exception in a Student's Program Form* must be completed).
- Candidates may take up to six (6) years to complete the program. No course older than six calendar years may apply toward graduation.

**ADMINISTRATIVE TRANSITION CHECKPOINTS**

- I. Admission to Graduate Program**.....Date Admitted: \_\_\_\_\_  
 #Candidates complete *Personal Affirmation Form* w/ Application (When file is complete)  
 #Background Check if not currently employed in a school system
- II. Field Experience Documentation tracking aligned with PSC and AECT Standards and meeting diverse requirements (20 hrs.)  
 Review Each Semester with Advisor**
- III. Graduation Application**   Date Submitted to Registrar: \_\_\_\_\_  
 #Submit Semester Prior to Expected Graduation  
 #Graduation Fee  
 #Advisement Sheet Audit by Advisor
- IV. Capstone based on Conceptual Framework – EDIT 6788**

**PSR LEARNING OUTCOMES CHECKLIST**

Program Outcomes	Description of Outcome	Checked By	Date Completed
<b>Minimum Grade Requirement</b>	Minimum grade requirement in courses aligned to Conceptual Framework (CF), CCLOs, EMMCLOs, SECMCLOs, SPEDMCLOs, AECT Standards (2010), & PSC Instructional Technology Standards (2010) (GPA 3.0; no more than one "C")	Each semester by Advisor	
<b>Flagship Research Paper</b>	Flagship Paper/Research Project-Students research paper evaluated with rubric (5 point scale) by faculty in EDIT 603 or EDUC 699 [No score below a 4].	Each semester by Advisor	
<b>Capstone Course</b>	The capstone course and capstone evaluation matrix must be successfully completed.	Capstone instructor	
<b>Professional CITI Training</b>	All candidates will complete the CITI training online and provide the research professor with verification of passing with a grade of 100%.	Research professor	
<b>Field Experience</b>	Candidates will submit at program end, field experience log with verification of a minimum of 20 hours of field experience for Non-Certification Degree candidates, related to all program outcomes.	Validated by Program Advisor	
<b>Practicum Field Project</b>	Candidates will demonstrate the ability to effectively evaluate and manage instructional products, programs, and resources for P-12 and professional learning environments.	Validated by EDIT 6605 instructor	
<b>Professional Presentation, Publication, or External Certification</b>	Candidates must complete one of the following: Receiving professional certifications in the field of instructional systems design and technology; Presenting at an academic or professional conference; or Publishing in a professional online or print resource for instructional technology.	Validated by Program Advisor	