

**KANSAS STATE**  
**UNIVERSITY**

College of Education

Doctor of Philosophy or  
Doctor of Education in

**Adult and  
Continuing  
Education**

August 2011

**Graduate Studies**

# Doctor of Philosophy or Doctor of Education in Adult and Continuing Education

Kansas State University  
College of Education

## MISSION STATEMENT

The College of Education is dedicated to preparing educators to be knowledgeable, ethical, caring decision makers through excellence in the:

- delivery of exemplary instruction to students at the undergraduate and graduate levels;
- production, interpretation, and dissemination of sound and useful research and scholarship;
- provision of leadership, collaboration, and service within the profession; and
- promotion, understanding, and celebration of diversity.

## ADMISSION REQUIREMENTS

Admission to graduate study is granted by the Dean of the Graduate School upon the recommendation of the faculty in the graduate program. Applicants seeking admission to either the Ph.D. or Ed.D. program in adult and continuing education must submit the information noted below. *All materials must be received before review will begin.*

Complete the Graduate School application online and pay the application fee. All other materials must be sent either as an electronic file or as a hard copy to:

Office of Graduate Studies  
College of Education  
18 Bluemont Hall  
1100 Mid-Campus Drive  
Kansas State University  
Manhattan, KS 66506-5301  
785-532-5595  
[ddeam@ksu.edu](mailto:ddeam@ksu.edu)

- A. A Completed Graduate School Application.** The application may be completed online by going to [www.k-state.edu/grad/gsprospective/apply/index.htm](http://www.k-state.edu/grad/gsprospective/apply/index.htm). It is highly recommended that the application for admission be submitted online.

***Application Deadlines.*** The College of Education accepts applications throughout the year. However, the deadlines as noted below have been established for admission to start in a particular semester. Failure to meet the deadline for a particular semester could delay admission into the program. *The Graduate School application and all additional documentation must be received by the following deadline dates for admission in 2011.*

Domestic Students                      Spring Semester 2012— October 3, 2011  
Fall Semester 2012    — March 5, 2012

International Students                  Spring Semester 2012— August 1, 2011  
Fall Semester 2012    — February 1, 2012

**B. Graduate School Application Fee.**

*Domestic Students*—A \$40 application fee is required for all domestic students; *your application will not be processed without this fee.* When applying online, you may pay by credit card. If mailing a paper copy of the completed application, please make a check payable to the KSU Graduate School and include it with your application.

*International Students*—A \$55 application fee is required; *your application will not be processed without this fee.* When applying online, you may pay by credit card. If mailing a paper copy of the completed application, please pay with an international cashier's check or money order (in U.S. funds) payable to the KSU Graduate School and include it with your application. Cash or personal checks cannot be accepted from international students.

**C. OFFICIAL transcripts.**

*Paper Transcripts*—Send TWO official transcripts from the institution awarding the bachelor's degree and TWO official transcripts from all the institutions attended since completion of the bachelor's degree. If you have credits from K-State, we will obtain a copy of your K-State transcript at no cost to you. *Copies of transcripts that are stamped "issued to student" will not be accepted.*

*Digital Transcripts*—Send any digital transcripts to the following email address: [ddeam@ksu.edu](mailto:ddeam@ksu.edu). Some institutions are now sending transcripts in a digital format (e.g., a PDF). The digital transcript must be sent directly from the college or university you attended to the email address indicated above.

For consideration for regular admission, applicants must have a 3.0 grade point average (GPA) in their junior and senior years of the bachelor's program. Those with GPA's between 2.65 and 2.99 may be considered for probationary admission if it can be demonstrated that there is potential for success in the graduate program. This potential is demonstrated, in part, on the basis of results from the Graduate Record Exam (GRE) or the Miller Analogies Test (MAT).

**D. A Current Resume.** Send your resume as an electronic file to [ddeam@ksu.edu](mailto:ddeam@ksu.edu) or as a hard copy to the address for the Office of Graduate Studies provided above.

**E. Professional History and Goal Statement.** Each applicant for the doctoral program in adult education must complete a typewritten, double-spaced Professional History and Goal Statement of no more than 10 pages. It will be used to provide background information about the applicant, determine the appropriateness of the applicant's

experience and interests in relationship to the academic focus of doctoral program in adult education, and assist in making major professor assignments.

The applicant should describe her/his contributions to and experience in the practice of adult education or another field of educational practice as well as any contributions which she/he has made to the scholarship of adult education or another field of educational practice. In addition, the applicant should discuss how he/she foresees that the doctoral degree in adult education will contribute to the attainments of her/his future professional goals and anticipated contributions to the field.

Send your Professional History and Goal Statement as an electronic file to [ddeam@ksu.edu](mailto:ddeam@ksu.edu) or as a hard copy to the address for the Office of Graduate Studies provided above.

- F. Graduate Record Examination (GRE).** Each applicant must submit scores taken within the past five years on the Graduate Record Examination.

*The Graduate Record Exam (GRE).* This exam has three parts: verbal reasoning, quantitative reasoning, and analytical writing. Applicants are strongly encouraged to go to the GRE website to become familiar with the exam, identify ways to prepare for the exam, and to register to take the exam. The GRE website is: [www.ets.org/gre](http://www.ets.org/gre).

When registering for the GRE, you will be asked to record codes for where you want your scores sent and for the field of study of your intended graduate program. Use the following codes on the GRE registration form when applying to this degree program:

Institutional code for <b>Kansas State University</b>	<b>6334</b>
Field of Study: <b>Adult Education</b>	<b>3901</b>

- G. Writing Sample.** Select one of the following articles and prepare a typewritten, double-spaced, five-page essay which (1) summarizes the key points of the article, (2) analyzes the strengths and weaknesses of the research, (3) discusses if the author's conclusions are supported by the research, and (4) identifies the implications of the work for the field of adult education.

In addition to reviewing the content of each applicant's response, the criteria used to evaluate the essay will cover (1) the thesis focus (originality and clarity); (2) the organization of the essay and thought process; (3) supporting reasons (ideas and details); (4) appropriate APA style (<http://www.apa.org/>); (5) documentation of other sources included, (6) audience awareness; (7) sentence (sentence diction/syntax/tone/voice) and writing (grammar/spelling/usage/ punctuation) conventions; and (8) overall presentation. Select one of the following articles.

- Erickson, D.M. (2007). A developmental re-forming of the phases of meaning in transformational learning. *Adult Education Quarterly*, 58(1), 61-80.
- Kasworm, C. (2010). Adult learners in a research university: Negotiating undergraduate student identity. *Adult Education Quarterly*, 60(2), 143-160.

- Nieworthy, K.L., & Wilson, A.L. (2009). What happened to the promise? A critical (re) orientation of two sociocultural learning traditions. *Adult Education Quarterly*, 60(1), 26- 45.
- Ponton, M.K., Derrick, M.G., & Carr, P.B. (2005). The relationship between resourcefulness and persistence in adult autonomous learning. *Adult Education Quarterly*, 55(2), 116-128.
- Zacharakis, J., & Flora, J. (2005). Riverside: A case study of social capital and cultural reproduction and their relationship to leadership development. *Adult Education Quarterly*, 53(10), 1-20.

Send your writing sample as an electronic file to [ddeam@ksu.edu](mailto:ddeam@ksu.edu) or as a hard copy to the address for the Office of Graduate Studies provided above.

- H. Professional Recommendations.** Submit three professional recommendations using the Recommendation Form for the Adult Education Doctoral Program that is found on the last pages of these materials. People who fill out the Recommendation Forms should send them directly to the College of Education Office of Graduate Studies.
- I. TOEFL.** Applicants whose native language is not English must submit a current TOEFL score (Test of English as a Foreign Language). The TOEFL is offered several times a year throughout the world by the Educational Testing Service ([www.ets.org/toefl](http://www.ets.org/toefl)). The TOEFL school code for Kansas State University is **6334**. International applicants are advised to take the TOEFL as early as possible to avoid delays in the processing of their applications for admission. An applicant who has received a degree in the last two years from a United States college or university is exempt from this requirement.

There are three types of TOEFL scores: paper-based TOEFL, computer-based TOEFL, and TOEFL IBT (internet-based TOEFL taken in real time). TOEFL scores are valid for two years from the initial test date. A score of at least **550** (paper-based test), **213** (computer-based test), or **79** (IBT-internet-based test) on the TOEFL is required to be considered for admission to the Graduate School.

- *For Regular Admission*—Applicants with scores of 600 (paper-based), 250 (computer-based), or 100 (IBT-internet based) or above may be considered for regular admission.
- *For Possible Provisional Admission*—Applicants with scores between 550/213/79 and 599/249/99 may be admitted provisionally and must at the time of their enrollment demonstrate proficiency in reading and writing English and in understanding spoken American English to the satisfaction of the Graduate School. Those who do not meet the minimum proficiency standard will be required to complete specified courses offered by the English Language Program (ELP) at Kansas State University. For additional information about the English Language Program, go to [www.ksu.edu/elp](http://www.ksu.edu/elp).

For additional information about admission requirements for international students, go to Chapter 1 of the Graduate Handbook at [www.k-state.edu/grad/gscurrent/handbook/chap1.htm](http://www.k-state.edu/grad/gscurrent/handbook/chap1.htm) and to the International Students section of the Graduate Viewbook at [www.k-state.edu/grad/gsprospective/viewbook/intrnl.htm](http://www.k-state.edu/grad/gsprospective/viewbook/intrnl.htm)

## **ADDITIONAL INFORMATION**

**Faculty Contact in the Program.** For more information, contact:

Dr. W. Franklin Spikes  
Director of Doctoral Programs in Adult and Continuing Education  
Department of Educational Leadership  
College of Education  
363 Bluemont Hall  
1100 Mid-Campus Drive  
Kansas State University  
Manhattan, KS 66506-5312  
785-532-5535  
[wfs@k-state.edu](mailto:wfs@k-state.edu)

**Non-Degree Status.** In some cases, a student may wish to take a course(s) prior to being admitted in a degree program. In these cases, a person must be admitted as a non-degree student. Students may take *up to nine graduate credit hours* as a non-degree student in the Graduate School prior to being admitted into a graduate degree program. However, *successful completion of any hours taken as a non-degree seeking student does not guarantee admission into the program.* Non-degree students are not eligible for financial assistance.

**Graduate Handbook.** Once admitted, students should become familiar with the Graduate Handbook at [www.ksu.edu/grad/gscurrent/handbook/index.htm](http://www.ksu.edu/grad/gscurrent/handbook/index.htm). This handbook includes policies and procedures about advising, the program of study, enrollment, transfer credits, the final oral/written exam, required approval forms, and other aspects of the graduate program.

**Virtual Orientation for New Graduate Students.** The Graduate School recommends that all new graduate students complete the virtual orientation prior to coming to campus. The website for this orientation is [www.ksu.edu/grad/gsprospective/orientation/about.htm](http://www.ksu.edu/grad/gsprospective/orientation/about.htm). There is valuable information concerning housing options, orientation dates, registration and enrollment procedures, and many other aspects of the campus. By completing the virtual orientation, you should become familiar with what to expect when you arrive on campus.

**Major Professor and Supervisory Committee.** Once admitted to the program, a major professor is assigned to each student. In consultation with the major professor, the student selects three additional graduate faculty members to serve on the supervisory committee. The student's supervisory committee must have at least one member from another field/discipline. The supervisory committee guides the student in the development of a program of study and in the formulation of research. Once the student successfully completes the preliminary examination

and is admitted to candidacy, an additional faculty member is appointed by the Graduate School to chair the oral defense of the student's doctoral dissertation.

**Graduate Assistantships.** A limited number of graduate assistantships are available in the College of Education. Go to [www.coe.ksu.edu/grad/assistantships.htm](http://www.coe.ksu.edu/grad/assistantships.htm) for detailed information and application procedures. Assistantships are commonly available for the academic year (fall and spring semesters). To apply for a graduate assistantship, a letter of application and resume should be submitted by April 1 to each department for which the applicant would like to be considered. It is helpful to talk with the appropriate department chair as early as possible to learn of assistantships available in the department.

**Financial Aid.** Questions about financial assistance should be directed to the Student Financial Assistance Office, 104 Fairchild Hall, Manhattan, KS 66506, 785-532-6420, [ksusfa@ksu.edu](mailto:ksusfa@ksu.edu). For information regarding financial aid, you may go to [www.ksu.edu/sfa](http://www.ksu.edu/sfa).

## Program Requirements for the Ph.D. in Adult Education

90 credit hours

The Doctor of Philosophy (Ph.D.) in Adult Education requires a minimum of 90 post-baccalaureate, graduate credit hours. With the approval of the supervisory committee, up to 30 graduate hours earned as part of the Master's degree may be used to satisfy the degree requirements.

The program is designed to prepare scholars who are committed to a career with the responsibilities and requirements associated with college/university faculty membership and/or interest in the development of knowledge, theory, and research in other educational settings.

All courses are three credit hours unless otherwise noted. Required courses are designated with an asterisk (\*).

### A. Required Academic Core Courses (15 hours)

EDACE	780	Introduction to Adult Education*
EDACE	790	Characteristics of the Adult Learner*
EDACE	818	Social Foundations of Adult Education*
EDACE	830	Program Planning in Adult Education*
EDACE	847	Adult Learning and Motivation*

### B. Required 900-Level Doctoral Courses (9 hours)

EDACE	916	Foundations of Adult Education*
EDACE	937	Organization and Administration of Adult Education *
EDACE	986	Advanced Seminars in Adult Education*

### C. Required Research Courses (9 hours minimum)

EDCEP	816	Research Methods in Education*
EDCEP	817	Statistical Methods in Education*
EDCEP	917	Experimental Design in Educational Research*
EDLEA	838	Qualitative Research in Education

*(Ph.D. students commonly take 6-12 hours of additional research-related coursework as part of the program.)*

### D. Elective Courses (Select electives appropriate to the area of emphasis that satisfy the minimum 90 credit hours for the program.)

EDACE	750	Women, Education, and Work
EDACE	786	Topics: Adult Education Summer Institute
EDACE	786	Topics: Diversity in the Workplace
EDACE	786	Topics: Innovative Instructional Strategies
EDACE	786	Topics: Adult Learners with Disabilities
EDACE	815	Introduction to Community Educational Development
EDACE	820	Principles of Teaching Adults
EDACE	825	Theory and Practice of Continuing Education
EDACE	850	Self-Directed Learning

EDACE	860	Innovative Higher Education Programs for Adults
EDACE	865	Principles of Workplace Learning
EDACE	875	Program Evaluation in Adult Education
EDACE	880	Significant Literature of Adult Education
EDACE	886	Seminar: Adults in Career and Life Transitions
EDACE	886	Seminar: Human Resource Development Policy
EDACE	886	Seminar: Trends and Issues in Adult Education
EDACE	886	Seminar: Trends and Issues in Human Resource Development
EDACE	940	Adult Development Theory
EDCI	832	The Role, Organization, and Function of Community Colleges

**E. Experiential and Individualized Courses (0-6 hours)**

EDACE	733	Practicum in Adult Education
EDACE	775	Readings in Adult Education (1-3 hrs)
EDACE	795	Problems in Adult Education (1-3 hrs)
EDACE	991	Internship in Adult Education (3-6 hrs)

**F. Doctoral Research (30 hours minimum)**

EDACE	999	Doctoral Research*
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**Program Requirements for the Ed.D. in Adult Education**

94 credit hours

The Doctor of Education Degree (Ed.D.) in Adult Education requires a minimum of 94 post-baccalaureate graduate credit hours. With the approval of the supervisory committee, up to 30 graduate hours earned as part of the Master's degree may be used to satisfy the degree requirements.

The program is designed to prepare educators who are committed to a career with the responsibilities and requirements associated with excellence in educational practice.

All courses are three credit hours unless otherwise noted. Required courses are designated with an asterisk (\*).

**A. Required Academic Core Course (15 hours)**

EDACE	780	Introduction to Adult Education*
EDACE	790	Characteristics of the Adult Learner*
EDACE	818	Social Foundations of Adult Education*
EDACE	830	Program Planning in Adult Education*
EDACE	847	Adult Learning and Motivation*

**B. Foundations of Education (9 hours)**

Ed.D. students are required to take 9 hours of the following foundations courses or their equivalent. Courses must be approved by the Ed.D. Supervisory Committee.

EDACE	916	Foundations of Adult Education*
EDACE	886	Seminar: Historical and Philosophical Analysis of Education <b>OR</b>

EDCI	910	Multicultural Curriculum Programming <b>OR</b>
EDCEP	912	Psychological Bases of Educational Thought and Practice
EDACE	937	Organization and Administration of Adult Education
EDACE	986	Advanced Seminars in Adult Education

**C. Research Courses (Minimum of 9 hours)**

EDCEP	816	Research Methods in Education*
EDCEP	817	Statistical Methods in Education
EDCEP	917	Experimental Design in Educational Research
EDLEA	838	Qualitative Research in Education

**D. Elective Courses** (Select electives appropriate to the area of emphasis that satisfy the minimum 94 credit hours for the program.)

EDACE	750	Women, Education, and Work
EDACE	786	Topics: Adult Education Summer Institute
EDACE	786	Topics: Diversity in the Workplace
EDACE	786	Topics: Innovative Instructional Strategies
EDACE	786	Topics: Adult Learners with Disabilities
EDACE	815	Introduction to Community Educational Development
EDACE	820	Principles of Teaching Adults
EDACE	825	Theory and Practice of Continuing Education
EDACE	850	Self-Directed Learning
EDACE	860	Innovative Higher Education Programs for Adults
EDACE	865	Principles of Workplace Learning
EDACE	875	Program Evaluation in Adult Education
EDACE	880	Significant Literature of Adult Education
EDACE	886	Seminar: Adults in Career and Life Transitions
EDACE	886	Seminar: Human Resource Development Policy
EDACE	886	Seminar: Trends and Issues in Adult Education
EDACE	886	Seminar: Trends and Issues in Human Resource Development
EDACE	986	Advanced Seminar in Adult Education
EDCI	832	The Role, Organization, and Function of Community Colleges

**E. Experiential and Individualized Courses (0-6 hours)**

EDACE	733	Practicum in Adult Education
EDACE	775	Readings in Adult Education (1-3 hrs)
EDACE	795	Problems in Adult Education (1-3 hrs)

**F. Clinical Experience (12 hours)**

EDACE	991	Internship/Clinical Experience in Adult Education*
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**G. Doctoral Research (minimum of 16 hours)**

EDACE	999	Doctoral Research*
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## Faculty Members in Adult and Continuing Education

### Faculty Member

### Research Interests

Thomas Cioppa, Assistant Professor  
785-532-5535

Research Methods

Royce Ann Collins, Assistant Professor  
913-961-4255  
*racollins@ksu.edu*

Teaching Adults, Teaching and Learning in Different Delivery Formats (online, intensive, accelerated), and Program Assessment

S. Jane Fishback, Associate Professor  
785-532-5554  
*jfishback@ksu.edu*

Adult Development and Learning, Women's Issues in Education and the Workplace, Adult Learners in Higher Education

Haijun Kang, Assistant Professor  
785-532-2027  
*hkang@ksu.edu*

Distance Learning

James Martin, Assistant Professor  
785-532-5535  
*jbmartin@ksu.edu*

Program Planning

Cheryl J. Polson, Professor  
785-532-5535 – Manhattan  
913-962-6264 – Kansas City  
*cpolson@ksu.edu*

Adult Learners in Higher Education, Academic Advising, Adults in Transition

W. Franklin Spikes, Professor  
785-532-5873  
*wfs3@ksu.edu*

Adult Learning in the Workplace, Human Resource Development, Program Planning, Administration and Evaluation

Jeff Zacharakis, Associate Professor  
785-532-5872  
*jzachara@ksu.edu*

History of Adult Education, Leadership, Organizational and Community Development