



**ONLINE PROGRAM  
Secondary Mathematics  
Masters of Art in Education  
For Certified Teachers**

**Focus on Inquiry Pedagogy, Culturally Responsive Instruction  
and Leadership in Mathematics**

**Starting Spring 2018**

MAE degrees will be completed in four years, with one course each Fall, Spring, and Summer.

**UMBC will offer discounted tuition of \$350 per credit to MD certified teachers.**

Fully online program offering

Application information attached

For more information:

Jerri Frick  
UMBC Department of Education  
MAE Program Director  
410-455-1356  
[frick@umbc.edu](mailto:frick@umbc.edu)

Rita Williams  
UMBC Division of Professional Studies  
MAE Program Coordinator  
410-455-6579  
[ritaw@umbc.edu](mailto:ritaw@umbc.edu)

Website: [www.umbc.edu/mae](http://www.umbc.edu/mae)

**University of Maryland, Baltimore County (UMBC)**  
**Master of Arts in Education (MAE)**  
**Spring 2018 to Fall 2021**  
**Online Program**

**Concentration Secondary Mathematics**

**Program Overview:**

UMBC intends to offer the MAE program for teachers who want to increase their understanding and implementation of mathematics content knowledge, strengthen pedagogy and enhance teacher leadership through graduate level courses. Applicants who are admitted to this program will be admitted and registered as bona fide graduate students of UMBC. Participants completing the program with 36 approved graduate credits will be awarded the Master of Arts in Education (MAE) with a concentration in Secondary Mathematics.

The online group will begin in Spring 2018. UMBC will offer program participants three, 3-credit courses or nine (9) credits per academic year during the spring, summer and fall semesters. Participants are expected to complete the program in four (4) years by Summer 2021. All courses will be delivered through an online format.

**How to Apply for the MAE Online Program:**

Prospective participants will begin by mailing the documents outlined in **STEP 1** by **November 30, 2017** to **Jerri Frick, UMBC Dept. of Education, 1000 Hilltop Circle, Baltimore, MD 21250** or by email to **frick@umbc.edu**. Through review of **STEP 1** documents, UMBC will determine whether your background and qualifications meet the program acceptance requirements and if the program has substantial numbers to begin. If so, you will be notified by email to complete **STEP 2** of the online graduate application process.

**Tuition:**

Each participant will be responsible to pay tuition each semester for all nine (9) credits taken in the academic year, and will be billed directly by UMBC at \$350.00 per credit. Participants will automatically be billed the tuition upon registering for the course. Participants can access accounts and pay electronically through *myUMBC*, "Billing & Financials". University deadlines and late fees will apply.

**Fees:**

A Graduate Application fee of \$50 will be required when applying online to the Graduate School. Participants will be billed a one-time matriculation fee of \$200. A one-time Education Department Accountability System (Tk20) fee of \$100 must be paid directly to Tk20. A technology fee, currently \$15 per credit, will be charged each semester. Other University fees could be assessed if warranted – e.g. late payment, late registration, library, or parking violations. During the final semester if choosing to walk in commencement, participants will have to pay for regalia rental. These rates are subject to change based on university policies. All other standard fees associated with graduate courses will be waived. All fees are non-refundable.

**Textbooks:**

Teachers participating in the program will be responsible for purchasing their textbooks. We recommend using an online service such as Amazon.com. The course instructor will provide detailed information regarding textbook requirements each semester.

**Registering for Courses:**

Registration is completed online through *myUMBC*. Prior to each semester, participants will be contacted by email of the non-published "class number" which will be required to register. Participants are required to register before the start of each class. University deadlines and late registration fees will apply.

### **Dropping a course, Withdrawing or Leave of Absence:**

UMBC Department of Education is committed to each participant's success as a graduate student. Your participation in the online program is a personal, as well as, a group commitment. If a participant feels that they must interrupt their studies for any reason, please inform the Academic Program Director of your decision. University policies regarding drop and withdrawal can be found at: [www.umbc.edu/sbs/tuition](http://www.umbc.edu/sbs/tuition).

### **Other UMBC Courses or Programs:**

The requirements and costs outlined above pertain specifically to courses offered through this online program. Participants who wish to pursue coursework or degrees outside of this program will be subject to standard university tuition costs, fees, and procedures for registration and admission.

### **Final Grades:**


Participants can access unofficial and purchase official transcripts on-line through *myUMBC*. Participants are responsible for obtaining official transcripts and requesting any possible reimbursement from their school system.

### **STEP 1: Submit the following documents to apply to the MAE Online Program by 11/30/17:**

- 1. Teacher Profile Form – keep a copy for your records and refer to when filling out your application.
- 2. Transcripts – only official copies (sealed) of all of your transcript(s) showing GPA obtained and certifying completion of the bachelor's degree will be accepted. If you have earned a graduate degree or completed any graduate coursework please include transcripts for this as well. If your college/university sends an electronic transcript, it must be sent directly to UMBC's Graduate School.
- 3. Goal Statement - two-paged, double-spaced essay addressing the following questions:  
(1) What are your professional goals for participating in the UMBC MAE Online Program?  
(2) What do you see as the main benefits of this program, long and short term, for both you and your students?
- 4. Three Letters of Recommendation – these should be business or professional only and each should be in a sealed envelope and enclosed in your application packet. These may also be emailed directly to [frick@umbc.edu](mailto:frick@umbc.edu).
- 5. Certified Teacher in Maryland validation - either a copy of your teaching certificate or letter from your principal confirming certification status.
- 6. Registration & Tuition Agreement

 **Use a paperclip; do not staple the application materials.**

 **All "official" transcripts and recommendations must be sealed.**

 **If necessary, application materials can be mailed or emailed directly to Jerri Frick (contact information below).**

**STEP 2: Submit online Graduate Application upon notification from the UMBC MAE Program that you eligible to participate in the program within 5 business days. STEP 2 instructions will be emailed to you.**

- 1. UMBC Graduate Application online – you must apply online to be admitted to UMBC Graduate School. Instructions enclosed.
- 2. \$50.00 Graduate Application Fee

**QUESTIONS?**

**For information regarding eligibility for the UMBC MAE Online Program, please contact:**

**Jerri Frick**

MAE Graduate Program Director  
UMBC Department of Education  
1000 Hilltop Circle, Baltimore, MD 21250  
[frick@umbc.edu](mailto:frick@umbc.edu)  
410-455-1356

**Rita Williams**

MAE Program Coordinator  
[ritaw@umbc.edu](mailto:ritaw@umbc.edu)  
[410-455-6579](tel:410-455-6579)

**Teacher Profile Form**  
**UMBC**  
**Master of Arts in Education (MAE)**  
**Secondary Mathematics**  
**Online Program**

**Please Print:**

1. Name: \_\_\_\_\_

2. Address: \_\_\_\_\_  
\_\_\_\_\_

3. Phone number(s): Cell: \_\_\_\_\_ Work: \_\_\_\_\_

4. Email(s): Primary: \_\_\_\_\_ Secondary: \_\_\_\_\_

5. Current teaching assignment:

Name of School System: \_\_\_\_\_

Name of School: \_\_\_\_\_

Grade(s): \_\_\_\_\_ Subject(s): \_\_\_\_\_

Number of years of teaching experience: \_\_\_\_\_

Area(s) of certification: \_\_\_\_\_

6. Education/Undergraduate Degree:

Maiden or alternate name on transcript: \_\_\_\_\_

School Name: \_\_\_\_\_

Year(s) \_\_\_\_\_ to \_\_\_\_\_ Degree Earned: \_\_\_\_\_ GPA: \_\_\_\_\_

7. Education/Other Schools (e.g. Graduate; Community Colleges)

Name: \_\_\_\_\_ Year(s): \_\_\_\_\_ to \_\_\_\_\_ Degree: \_\_\_\_\_ GPA: \_\_\_\_\_

Name: \_\_\_\_\_ Year(s): \_\_\_\_\_ to \_\_\_\_\_ Degree: \_\_\_\_\_ GPA: \_\_\_\_\_

Name: \_\_\_\_\_ Year(s): \_\_\_\_\_ to \_\_\_\_\_ Degree: \_\_\_\_\_ GPA: \_\_\_\_\_

Name: \_\_\_\_\_ Year(s): \_\_\_\_\_ to \_\_\_\_\_ Degree: \_\_\_\_\_ GPA: \_\_\_\_\_

8. Emergency Contact Name & Number: \_\_\_\_\_

**University of Maryland, Baltimore County (UMBC)  
Master of Arts in Education (MAE)**

**Registration & Tuition Agreement  
Online Mathematics Program**

By signing this form, I understand:

- (1) I am responsible to pay \$350.00 per credit. Billing will occur at the time of registration. Payment will be made electronically through *myUMBC* and university deadlines apply.
- (2) I am responsible for the following fees \$14 per credit (Technology), one time \$50 (Application), one time \$200 (Matriculation), one-time \$100 (Tk20), and the optional graduation regalia. These fees are subject to change.
- (3) As a UMBC Graduate Student, I must maintain a 3.0 GPA or I may be subject to dismissal.
- (4) If I receive an incomplete (I) in a course, I will work with the instructor and MAE Director to complete the coursework in a timely manner.
- (5) If I receive a "D" or "F" (failing grade) for a course, I must retake the course in accordance with the UMBC Graduate School policies. No student may graduate with an unresolved "D", "F" or "I" in a required MAE course.
- (6) If I need to interrupt my studies for any reason, I will inform the Academic Program Director.
- (7) I am responsible to drop a course online through *myUMBC* and will be subject to the University guidelines for refunds.

**Print Name:** \_\_\_\_\_

**Signature Required:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Thank you!**

**This form will remain on file in the  
UMBC MAE Program Office, ACIV-A, Room 209, 1000 Hilltop Circle, Baltimore, MD 21250**

**UMBC**  
**Master of Arts in Education**  
**with a Concentration in**  
**Secondary Mathematics**

**Program includes 36 total credit hours**  
**Non-thesis option**  
**4 year option**

Year 1

Semester	Spring 2018	Summer 2018	Fall 2018
Course Number	MAED 527	MAED 551	EDUC 771
Course Name	Culturally Responsive Instruction in Mathematics	Inquiry I: Patterns, Functions and Algebra	Analyzing Educational Research

Year 2

Semester	Spring 2019	Summer 2019	Fall 2019
Course Number	MAED 552	EDUC 772	EDUC 795
Course Name	Inquiry II: Statistics, Data Analysis, and Probability	Assessment and Evaluation	Seminar in the Study of Teaching

Year 3

Semester	Spring 2020	Summer 2020	Fall 2020
Course Number	MAED 553	MAED 505	EDUC 781
Course Name	Inquiry III: Geometry, Spatial Reasoning and Proof	Advanced Algebra and Trigonometry	Teacher Leadership

Year 4

Semester	Spring 2021	Summer 2021	Fall 2021
Course Number	MAED 506	MAED 556	EDUC 785
Course Name	Concepts and Applications of Calculus	Discrete Mathematics And Problem Solving	Advanced Instructional Leadership Internship