

Policy Manual
Master of Education in Special Education
Educational Diagnostician Program

UNT's Educational Diagnostician Program prepares assessment specialists for school districts. Educational diagnosticians are charged with administering the assessments that assist school districts with determining eligibility for special education. Because of the critical nature of the job, the standards for the program are very high.

Admission into the Program

The Educational Diagnostician Program at the University of North Texas is a competitive program designed to train high quality educational diagnosticians for the State of Texas. Students seeking admission into the program are required to complete both an application to the Graduate School and an application to the Department (see Educational Psychology Procedures for application procedures) and as of have three years' experience as a teacher of record holding a teaching license. UNT is bound by the state of Texas laws regarding educator certification, and the most current for educational diagnostician certification can be found at [Texas Administrative Code §239.84](#) or contacting UNT's certification officer at 940-565-2740.

Master's Degree

All students seeking a master's degree are required to file a degree plan and deficiency plan during the first semester of coursework after acceptance into the Educational Diagnostician Program. There is no guarantee that coursework taken prior to filing these plans will count towards the degree or certification.

Certification Only

Students who already have a master's degree and are seeking certification only must meet the same admission and continuation standards as students who are pursuing a master's degree. Prior to admission into the program, students must present both undergraduate and graduate transcripts. A deficiency plan will be developed and must be filed with the Student Advising Office during the student's first semester of coursework. There is no guarantee that coursework taken prior to filing a deficiency plan will count towards certification.

Transfer Credit

Students who took courses at another university and are seeking transfer credits must provide official transcripts and course syllabi for review by faculty. Assessment (e.g., EDSP 5510, EDSP 5530, EDSP 5540) and foundational prerequisite courses (e.g., EDSP 5710 and EPSY 5210) must be taken at UNT. Only courses taken within the last five years will be considered for transfer credit.

Mastery of Standards

Prior to recommendation for graduation from the program or recommendation for certification as an educational diagnostician, students must pass each course with a B or better and demonstrate proficiency with a variety of key assessments identified in course syllabi. Students who do not meet the beforementioned criteria or fail to earn proficiency in any one of the key assessments must meet with their instructor to develop a written plan which will bolster the student's mastery of the standards associated with the key assessment. This may require enrolling in additional coursework, retaking courses that extend the overall program timeline, and/or removal from the program.

Continuation in the Program

Students must seek advisement each semester from program advisor. Courses are taken in a specific sequence, and adhering to prerequisite courses is required. Registering for proper courses outlined on deficiency plan is a student's responsibility. Students are required to obtain a B or better on each course designated on the student's degree/deficiency plan. Failure to follow these procedures risks removal from the program.

Practicum Course Work

There are two practicum courses, EDSP 5530 and EDSP 5540, and Saturday seminars are required for these courses. These dates are noted in the course syllabus, and oftentimes include the Saturday of Labor Day Weekend in the fall semester and the Saturday of Martin Luther King Day Weekend in the spring semester. Practicum students who live more than 100 miles from UNT campus may elect to take course work without ever coming to campus (sections 020 and 026) or come to campus four to six times a semester or per syllabi for check-outs, securing testing materials, and taking exams (sections 030, 031, and 032). Students must complete 160 hours (80 hours/course) under the structured guidance and regular ongoing support of an experienced and current certified educational diagnostician (mentor). The candidate is subject to the authority, rules and regulations of the sponsoring school district. Students must secure their mentors before the first day of EDSP 5530; typically, mentors are campus educational diagnosticians. Districts may have an internship that requires an application submission many months and even a year prior. Working with districts very early to determine specific processes for completing practicum hours is recommended.

Testing Materials

Students in the Educational Diagnostician Program use very expensive testing kits and materials. Working in collaboration with area districts and campus mentors, these testing materials are most often used within the district. UNT has some testing materials and students must coordinate with each other, so kits can be shared equitably between and among students. Most tests given by students in the program have consumable components. Students should carefully and precisely check their materials to make certain that all the needed forms are in place. Students who receive tests in the mail should count their materials/protocols upon receipt of their tests and notify the instructor within 24 hours if anything is missing. Students must take exceptionally good care of all testing materials. Student fees do not cover the replacement of lost or damaged protocols. Instructors are not allowed to collect additional fees from students.

Students must turn in all testing materials prior to receiving a grade in any course. Students who do not turn in testing materials by the due date posted in the course may receive a failing grade in the course. Grade determination is at the discretion of the instructor. Students assume the responsibility for mailing tests back to the

University of North Texas - EPSY
1300 West Highland Street
Matthews Hall 316
Denton, TX 76203

Either FedEx or UPS is highly recommended as the US Postal service does not recognize UNT's physical address.

TEExES Examination

All students in the Educational Diagnostician Program are required to take the TEExES exam during the last semester of classes and/or enrollment in EDSP 5540. If the exam is taken earlier and the student receives less than 80% on any subtest, a remediation plan will be created for the student by the student's instructor. Students must complete the remediation plan prior to retaking the TEExES exam and recommendation for certification.

Requirements for Online Classes

The Educational Diagnostician Program is an online program. Students in the program are required to have specific types of technology to participate in the program including but not limited to:

Programs: Microsoft Word, Adobe Reader and Scanner, PowerPoint, Excel, Windows Media Player, QuickTime, and Firefox.

Hardware: A windows compatible computer, microphone, headset, WIFI, scanner, speakers, video camera that records, silent stopwatch

I understand and will comply with the standards and requirements of the Educational Diagnostician Program.

Student's Name

Student's Signature

Date