



Ajloun National University

جامعة عجلون الوطنية

# Faculty of Educational Sciences

## Department OF Educational Administration

**Study Plan for the Higher Diploma  
in Educational Administration  
Academic year 2023/2024**



Ajloun National University

جامعة عجلون الوطنية

## Vision

Excellence in preparing administrators to lead educational institutions involves equipping them with the qualifications to effect change in a sustainable, competitive environment that fosters development, innovation, and encourages scientific research.

## Mission

Providing distinguished education and training for students through the latest methods and technologies, enriching scientific research, and establishing effective partnerships with local community institutions.

## Goals

1. Preparing educators who are distinguished in knowledge, practical skills, and professionalism.
2. Possessing leadership skills to enhance creativity and innovation in problem solving.
3. Fostering and enhancing professional ethics.
4. Keeping pace with technological and research developments and utilize them.
5. Contributing to the development of educational plans at various levels.
6. Enhancing partnerships with the local community to serve educational goals.
7. Designing training courses according to scientific methodology.
8. Training students in scientific research skills."



Ajloun National University

جامعة عجلون الوطنية

## Learning Outcomes

### Knowledge

Recognizes the administrative concepts and theories in educational institutions.

Aware the educational plans that align with modernity and scientific and technological advancements.

### Skills

Employ leadership and managerial skills within a collaborative team spirit.

Utilize modern technology in the field of specialization and application.

Apply scientific research skills to investigate educational impediments/problems and propose solutions.

Practice contemporary educational supervision strategies.

### Competencies

Appreciate the importance of the roles of educators in the educational and teaching process, and understand the impact of educational work on society.

Efficiently lead the institution to achieve educational goals at various levels.

Exhibit ethical values religiously, socially, and nationally.

Possess analytical skills through classroom activities and field experiences.



Ajloun National University

جامعة عجلون الوطنية

## Contents of the Study Plan

The study plan consists of (30) credit hours as follow:

Number	Type of Requirement	Credit Hours	percentage%
First	Compulsory Requirements	21	70.0%
Second	Elective Requirements	09	30.0%
Total		30	100%

## University Coding System

Faculty Code    Department Code    (Level Year)    Knowledge Area    Course sequence

08

04

- 1 First Year  
2 Second Year  
3 Third Year  
4 Fourth Year



Ajloun National University

جامعة عجلون الوطنية

## Knowledge Area

Knowledge Number	Knowledge Area	Number of Credit Hours
1	Research skills	6
2	Learning and teaching processes	6
3	Educational planning and training	9
4	Educational leadership	9



Ajloun National University

جامعة عجلون الوطنية

## First: Requirements (30) Credit Hours

### A. Compulsory Requirements (21) Credit Hours

Course code	Course Name	Credit Hour	Prerequisite	Learning Type		
				Electronic	Blended	On Campus
801711	Research Design and Statistical Methods	3	-			√
804522	Theory in Educational Administration	3	-		√	
804531	Field Applications in Educational Supervision	3	-		√	
804532	Educational Planning	3	-		√	
804533	Introduction to Educational Administration	3	-	√		
804541	Educational Leadership	3	-		√	
804543	Administrative Training	3	-		√	

### B. Elective Requirements (9) Credit Hours

Course code	Course Name	Credit Hour	Prerequisite	Learning Type		
				Electronic	Blended	On Campus
801712	Statistical Analysis of Educational Research	3				√
801742	The Psychology of Learning and Teaching	3			√	
804521	Foundations of Educations	3	-		√	
804534	Educational Curriculum Planning	3			√	
804542	Educational Policies	3	-		√	
804544	Classroom Management	3		√		



Ajloun National University

جامعة عجلون الوطنية

## Advisement Plan for obtaining a bachelor's degree in Educational Administration

### First Year

First Semester			
Course Number	Course Name	Credit Hours	Prerequisite
801711	Research Design and Statistical Methods	3	-
804533	Introduction to Educational Administration	3	-
	Elective specialization requirement: The student chooses 3 credit hours from the following courses		
801712	Statistical Analysis of Educational Research	3	-
801742	The Psychology of Learning and Teaching	3	-
804521	Foundations of Educations	3	-
804534	Educational Curriculum Planning	3	-
804542	Educational Policies	3	-
804544	Classroom Management	3	-
Total		9	

Second Semester			
Course Number	Course Name	Credit Hours	Prerequisite
804522	Theory in Educational Administration	3	-
804543	Administrative Training	3	-
	Elective specialization requirement: The student chooses 3 credit hours from the following courses		
801712	Statistical Analysis of Educational Research	3	-
801742	The Psychology of Learning and Teaching	3	-
804521	Foundations of Educations	3	-
804534	Educational Curriculum Planning	3	-
804542	Educational Policies	3	-
804544	Classroom Management	3	-
Total		9	



Ajloun National University

جامعة عجلون الوطنية

### Summer Semester

Course Number	Course Name	Credit Hours	Prerequisite
804531	Field Applications in Educational Supervision	3	-
	Elective specialization requirement: The student chooses 3 credit hours from the following courses		
801712	Statistical Analysis of Educational Research	3	-
801742	The Psychology of Learning and Teaching	3	-
804521	Foundations of Educations	3	-
804534	Educational Curriculum Planning	3	-
804542	Educational Policies	3	-
804544	Classroom Management	3	-
	Total	6	

### Second Year

#### First Semester

Course Number	Course Name	Credit Hours	Prerequisite
804541	Educational Leadership	3	-
804532	Educational Planning	3	-
	Total	6	





Ajloun National University

جامعة عجلون الوطنية

## Courses Description

### Compulsory Requirements ( 21 Credit Hours)

<b>Course Number</b>	: 801711
<b>Course Title</b>	: <b>Research Design and Statistical Methods</b>
<b>Credit Hours</b>	: 3
<b>Prerequisites</b>	: -

Research methods in education, its features, objectives and its contribution to educational sciences field, types of Research methods and its Sections, Forms that search in educational and humanities sciences, significant statistic methods, scientific documentation, and writing research's reports.

<b>Course Number</b>	: 804522
<b>Course Title</b>	: <b>Theory in Educational Administration</b>
<b>Credit Hours</b>	: 3
<b>Prerequisites</b>	: -

Concept of theory, the role of theory in educational administration, its importance for educational administrators, a comparison of classical approaches in system management and their impact on the behaviour of individuals and groups versus approaches based on probabilistic theory, development of educational administration and strategies for future education, challenges facing educational administration locally and globally.

<b>Course Number</b>	: 804531
<b>Course Title</b>	: <b>Field Applications in Educational Supervision</b>
<b>Credit Hours</b>	: 3
<b>Prerequisites</b>	: -

Educational supervision, the global and local evolution of educational supervision, types of educational supervision, the scope of the educational supervisor's work, criteria for selecting educational supervisors, methods of educational supervision, fundamental principles and principles it is based on, the reality of educational supervision in Jordan, training students in the educational supervision process, challenges facing educational supervision, and proposed solutions.



Ajloun National University

جامعة عجلون الوطنية

**Course Number** : 804532  
**Course Title** : Educational Planning  
**Credit Hours** : 3  
**Prerequisites** : -

**Educational planning concept, fields and methods of educational planning, pillars of educational planning, educational planning curricula, types of educational planning (quantitative, qualitative), local realities of educational planning, evaluation of global models, the impact of economic and social aspects on educational planning, setting priorities.**

**Course Number** : 804533  
**Course Title** : Introduction to Educational Administration  
**Credit Hours** : 3  
**Prerequisites** : -

**The emergence of educational administration, its concept, importance, characteristics, and its patterns: autocratic, democratic, laissez-faire, levels of educational administration, centralization and decentralization, administrative control and evaluation, decision-making, the importance of strategies and specific methods in solving administrative problems, practical applications of educational administration in the educational process.**

**Course Number** : 804541  
**Course Title** : Educational Leadership  
**Credit Hours** : 3  
**Prerequisites** : -

**Educational leadership, its theories, characteristics, the study of leadership behavior, effectiveness and styles of educational leadership, selection of educational leaders, the role of the school principal as an educational leader, the behavioural and situational orientation of leadership in educational institutions, different leadership styles in managing conflicts within educational institutions.**



Ajloun National University

جامعة عجلون الوطنية

**Course Number** : 804543  
**Course Title** : Administrative Training  
**Credit Hours** : 3  
**Prerequisites** : -

**"Training, its foundations, types, strategies, educational administrative tasks, different administrative skills and practices, organizational behavioural patterns, methods of dealing with administrative situations, problem-solving approach, roles and competencies of an effective trainer, evaluation of training programs, practical education and its programs, global models for training and development of teachers, presentation and study, and evaluation of educational administrative situations, proposing appropriate modifications within educational standards.**



Ajloun National University

جامعة عجلون الوطنية

### Elective Requirements ( 9 Credit Hours):

**Course Number** : 801712  
**Course Title** : Statistical Analysis of Educational Research  
**Credit Hours** : 3  
**Prerequisites** : -

The relationship between statistical methods, and research's variables, Statistical methods in educational researches, the relationships types between variables, and how to apply them, the use of technology in data analysis, the advanced statistical methods for data analysis and their application in educational researches, performing advanced statistical operations using statistical software.

**Course Number** : 801742  
**Course Title** : The Psychology of Learning and Teaching  
**Credit Hours** : 3  
**Prerequisites** : -

Modern, Integrated and brief image of The psychology of learning and teaching, the importance of psychology of learning and teaching, the scope, the learning process and its conditions, theories, the transfer of learning effects, the significant applications of psychology in the educational process, the significant practical experiments related to learning, acquiring psychological concepts through these experiments.

**Course Number** : 804521  
**Course Title** : Foundations of Education  
**Credit Hours** : 3  
**Prerequisites** : -

Foundations of education and its philosophy, philosophical schools in the field of education, the evolution of education through the ages, principles and components of education, modern educational methods, the relationship between education and other sciences, and the connection between education and society.



Ajloun National University

جامعة عجلون الوطنية

**Course Number** : 804534  
**Course Title** : Educational Curriculum Planning  
**Credit Hours** : 3  
**Prerequisites** : -

**Curriculum planning in education, foundations of curriculum construction, components of educational curricula, strategies for curriculum planning in education, factors influencing curriculum building, selection, and organization, global and local models for curriculum planning, curriculum evaluation, the role of teachers and supervisors in curriculum planning and educational development, characteristics of modern textbooks.**

**Course Number** : 804542  
**Course Title** : Educational Policies  
**Credit Hours** : 3  
**Prerequisites** : -

**Foundations and principles of educational policies adopted by the Ministry of Education, applicable education laws, analysis of educational policies, comparison with educational policies adopted in several Arab and foreign countries.**

**Course Number** : 804544  
**Course Title** : Classroom management  
**Credit Hours** : 3  
**Prerequisites** : -

**Classroom management: concepts, classroom management skills, communication skills in classroom management, classroom environment, activities, and resources necessary to sustain the classroom environment, safe, democratic, motivating classroom environment, modern strategies in classroom management.**