



# GRADUATE SCHOOL MANUAL

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## INTRODUCTION

In response to the demands of the new era and the increasingly competitive and highly specialized educational institutions more and more people are realizing the importance of a graduate degree to be more marketable when it comes for the big job search or a promotion.

In this world of rapid globalization, the Graduate School plays a central role in the field of professional development. Professional Development should be at the forefront of student's mind at every stage of the graduate career. Students must make use of this professional development opportunity which would complement their research training and augment skills in their various field of specialization. To this end, St. Michael's College aims to foster first class professionals and teachers who are capable of leadership roles in their respective discipline.



## **SMC HISTORICAL SKETCH**

St. Michael's College of Iligan Inc. (SMC) is a Catholic institution of higher learning in Iligan City, administered by the Religious of the Virgin Mary (RVM), offering four levels of education: elementary, secondary, collegiate and graduate school.

The school was founded as a catechetical center by Rev. Fr. Felix Cordova, S.J. in 1914. It was then formally established as Escuela de San Miguel in the year 1915 in honor of Iligan's patron saint, St. Michael the Archangel. The RVM sisters were then invited to teach at the Escuela with Mo. Ma. Micaela Cuenca, RVM as the first superior and principal. Since then, the RVM sisters have run the school. The school had gone a long way to become St. Michael's Academy in 1938 and St. Michael's College in 1952 when it attained full collegiate status.

Distinguished as the oldest Catholic institution of higher learning in Lanao area, St. Michael's College continued to grow in leaps and bounds as manifested in its physical structures, organizational capacities, courses offered and services rendered to the community. This is well-indicated in the school's attainment of PAASCU Accreditation for the Grade School, High School and the three collegiate programs, namely: Arts and Sciences, Education and Commerce. Its vision and mission anchored on the teachings of Christ and the Catholic Church provide the substance of its core values, goals and objectives.

The Graduate School was opened in the year 1967 with the course, Master of Arts in Education. It was given government recognition in 1971. Since its opening, the Graduate School has turned out mentors and school administrators who are equipped with enhanced intellectual endowments, research capabilities and leadership skills. The program of Master of Arts in Education has four major



fields of concentration: Educational Management, Guidance and Counseling, English Language Teaching and Filipino.

## **THE RVM PHILOSOPHY OF EDUCATION**

God who said, “Let light shine out of darkness”, has shone in our hearts, that we in turn might make known the glory of God showing on the face of Christ. (*2 Cor. 4:6*)

We believe that....

- God is the FATHER who so abounds in love that HE created man to share His love; but MAN chose to go his way and lost God’s friendship.
- The FATHER sent JESUS to show man the way back to Him and to invite man to build His Kingdom on earth.
- The FATHER sent the HOLY SPIRIT to sanctify, inspire, guide and enlighten man in the building of the Kingdom.
- It was through MARY that JESUS comes into the world and it is through her that He reigns in the world.

We believe that....

- EDUCATION is a life-long process whereby man grows and develops his potentials in the pursuit of His God-given mission to build the Kingdom.
- The SCHOOL is a phase in the process of growth of the person and is an aid in the fulfillment of the mission.
- The STUDENT is a child of his environment, unique with his own history, capacities and aspirations, and has the sacred and the good, the promise and the potential for the actualization of the mission entrusted to him.



- LEARNING is a person dedicated to the process of becoming, who is both witness to, and a participant in the transforming experience of the student.
- TEACHING is the facilitating learning through encounter, which is the meeting of persons in the context of respect, acceptance and trust, as the necessary conditions of learning.
- The CONTEXT of education is the “Good News: Christian Living.”

We believe that...

- The TEACHING VOCATION is the teacher’s commitment to witness the “Good News” and reach out to the student in his search for truth.
- As a SCHOOL, we have the vital role of helping the student actualize his indigenous values, qualities and potentials so that in communion with his fellowmen, he may contribute to the building of the Kingdom of God in the country.
- As an RVM SCHOOL, faithful to the Marian and the Ignacian tradition, we have the continuing mission to help the student grow in his awareness and sensitivity, readiness, courage and determination to serve others.

## **PHILOSOPHY OF EDUCATION OF ST. MICHAEL’S COLLEGE**

The St. Michael’s College is a Catholic school administered by the Religious of the Virgin Mary, the first Congregation founded by a Filipina, Mother Ignacia del Espiritu Santo. Being the only Catholic institution of higher learning in Iligan City, it is committed to provide its graduates the Christian orientation in the fields of endeavor. It seeks to guide its students in their integral development as human persons in a dynamic process of growth in the spiritual, intellectual, psychological and social aspects. Provided with the power of knowledge, the strength of moral virtues, and



guided by the light of a Christian conscience and right judgment, the Michaelite is a person fully alive, at the service of the community, and is a transforming influence in society.

As an institution of learning situated within the context of cultural pluralism, St. Michael's College believes in the significance of religious values in cultural systems. It commits itself to the spirit of ecumenism, by fostering unity among the diverse cultural groups in the region, and promoting peaceful collaboration founded on mutual respect, dialogue and understanding.

St. Michael's College is committed to serve the educational needs mainly of the City of Iligan and the surrounding area in Lanao del Norte and Misamis Oriental. It seeks to offer, within the limitations imposed by its own location and that of the region's resources, a quality education built on a standard foundation of liberal education.

## **INSTITUTION'S VISION, MISSION AND OBJECTIVES**

### **VISION**

Driven by the Ignacian Marian compassionate and humble service, St. Michael's College of Iligan City, empowers and nurtures persons to become daring and innovative agents for social transformation.

### **MISSION**

We commit ourselves to:

1. Live the Ignacian compassion humility and service;
2. Venture into new horizons of global opportunities, trends and practices to bring out the world class and enterprising individuals;



3. Appreciate, invigorate and maximize one's potentials and capabilities;
4. Advocate cultural understanding and environmental concerns;
5. Build up resources to sustain the ministry.

## **OBJECTIVES**

As a Filipino school, St. Michael's College forms upright, competent and productive citizens dedicated to integral national development and the preservation and enrichment of wholesome Filipino values and cultural heritage.

As a Catholic school, St. Michael's College is deeply committed to the person and mission of Jesus Christ by becoming a transformative Christian presence in the world

As an RVM school, St. Michael's College, inspired by the Ignacian Marian spirituality, is committed to the Christian education of men and women who discern and respond to the needs of times, in humble, generous service to God's people, especially the poor and marginalized.

We commit ourselves to live by our core values: love of God, piety, service, courage to speak and stand for what is true, nationalism, simplicity, preferential option for the poor, and humility in thoughts, words, and actions.

## **GRADUATE SCHOOL'S VISION, MISSION AND OBJECTIVES**

### **VISION**

Founded on the Christian quest for truth and practice of virtue, the Graduate School of St. Michael's College, Iligan City develops creative and enterprising professionals able to lead in the field of education, research and cultural cooperation.



## **MISSION**

We commit ourselves to:

1. Practice integrity and commitment in the pursuit of knowledge and skills;
2. Achieve total quality in teaching, leadership and research;
3. Innovate in paradigms and approaches in the field of education to effectively respond to the needs of the learners;
4. Build harmonious linkages with other local and foreign institutions of higher learning;
5. Contribute to the fullness of life of people, communities and environment.

## **GOALS**

The SMC Graduate School seeks to promote a deeper understanding of the search for knowledge in the light of Catholic education and to harness the learner's capabilities for scientific inquiry as well as dedicated service to humanity.

## **OBJECTIVES**

The graduates of the degree in Master of Arts in Education are expected to:

1. Provide effective, dynamic and service oriented leadership in the field of education;
2. Achieve competence in teaching, in the fields of communication, management, and counseling as well as in research;
3. Exercise enhanced capabilities in the productive and functional researcher geared towards the welfare of the educational system and the community.
4. Demonstrate a high degree of professionalism in the field as administrators, teachers and leaders in various wholesome community undertakings.



## **GOVERNANCE AND ADMINISTRATION**

St. Michael's College is under the general control and management of the Board of Trustees which is charged with the responsibility and authority to adopt administrative policies and procedure relevant to the management of the college.

The President is the Chief Executive Officer of the College, responsible to the BOT for the administration of institutional policies and operations. The Vice Presidents serve as advisory body to the President and are responsible for specific operational divisions of the College.

### **THE GRADUATE SCHOOL DEAN**

The Dean is charged with the responsibility and authority to manage the graduate school and its program activities in line with the vision, mission, goals and objectives of the Institution and the specific objectives of the Graduate school.

### **THE GRADUATE SCHOOL FACULTY**

The Faculty members of the graduate school must possess the academic qualifications adequate for teaching in the graduate level. Teaching loads are based on the fields of specialization.

## **GRADUATE SCHOOL POLICIES AND PROCEDURES**

### **ADMISSION REQUIREMENTS**

The minimum requirements for graduate admissions are:

1. A Bachelor's degree from a college or university recognized by the government.
2. An overall Grade Point Average (GPA) of at least 80% in the bachelor's degree program.



3. Satisfactory Performance in the entrance examination and interview conducted by the dean.
4. For a Master in Education, a student must have a bachelor's degree in Education or a closely related field.
5. Transcript of Records for Evaluation and the Honorable dismissal.

## **APPLICATION AND CREDENTIALS**

Students who wish to be admitted to the Graduate School have to submit formal application for admission. Form is available at the Graduate School.

The following credentials have to be submitted before a student can be enrolled:

1. An authenticated copy of the Official Transcript of Records from the previous school.
2. Honorable Dismissal from last attended educational institution.
3. Bio-data with picture and contact number.
4. For submission to the Graduate School:
  - 4.1. Long brown envelope
  - 4.2. 2 pcs. 1x1 colored for I.D. and borrower's card
  - 4.3. 1 pc. 2x2 picture for personal profile

Prospective graduate students are required to submit the pertinent credentials to the Registrar's Office upon enrolment. An allowable limit of one week after the first day of school can be given upon approval of the student's official request to the Registrar Office.

Students' enrolment could only be considered official upon submission of transcript of records and honorable dismissal.



## **REGISTRATION**

Students whose application for admission has been approved and old students continuing their graduate work shall report to the Graduate School Office where they will be guided as to the enrolment procedure. No student is permitted to attend a graduate course for credit until his registration has been certified by the Graduate School Dean and the College Registrar.

Married females whose Transcript of Records still retain their maiden names are required to submit a copy of their marriage contract.

## **ACADEMIC LOADS**

The maximum load of graduate students during a regular semestral term is 12 units for the regular students and 9 units for working students. During summer sessions, the maximum load is 9 units.

## **CHANGING, ADDING AND DROPPING OF SUBJECTS**

These are permitted only within the specific dates allowed as announced. Students are required to bring their assessment slips for verification on the subject(s) they are going to change or drop, subject to approval of the Dean.

Withdrawal of subjects with refund is allowed only within two weeks after the start of classes. Withdrawal should be done officially with the proper form available at the registrar's office.

## **RETENTION POLICY**

A student must maintain a Grade Point Average (GPA) of 85% in major subjects and/or a minimum of 80% in all other subjects.



## GRADING SYTEM

Institutional Grading System: there shall be two (2) terms for the Graduate School, namely: Midterm and Finals. Students have to secure examination permit before they can take any of the two (2) term examinations. A computerized grading system is being adopted by the school in order to facilitate speedy computation and release of grades.

### Basis for Grading

1. Quizzes or Reports	-	25%
2. Assignments / Interactive Activities	-	25%
3. Term exams	-	20%
4. Researches, Projects Study, Reaction Papers	-	<u>30%</u>
Total		100%

The professors and lecturers are given more freedom in terms of evaluation and assessment especially in the quality of the work or outputs required.

Students are graded in this manner:

96-100	1.0	Excellent
90-95	1.25	Very Good
86-90	1.5	Good
81-85	1.75	Satisfactory
<u>75-80</u>	<u>2.00</u>	<u>Passing</u>
70-74	3.0	Fail

## CLASS ATTENDANCE

Classes are held every other Saturday to allow students to do research and independent study.

A student is allowed three (3) absences only during the semester and two (2) absences during summer. A student is considered dropped from the course if his absence exceeds the allowed number.



## **RESIDENCE REQUIREMENT for GRADUATION**

One (1) full academic year of course work is required for residence in the graduate school. This is equivalent to a twelve (12) units of course work excluding thesis requirements.

## **PROBATION STANDARDS**

1. A term paper/ project paper is a requirement for every subject.
2. Upon completion of the academic or course requirement, a student must pass the written comprehensive exam (WCE), before he can enroll in thesis writing.

A certification of grades from the registrar must be submitted to the Dean of the Graduate School, before a student can take the WCE.

3. A student who obtains a rating of “Failure” or “Conditional” in WCE is required to retake the exam on the next examination schedule. Re-examination is allowed only once. A student who fails again is required to take a refresher course of six units.
4. A thesis is required for graduation from any graduate program. For non-thesis passing the WCE is all that is required.
5. A student on thesis chooses his/her own adviser subject to the approval of the Graduate School Dean.
6. A proposal Defense is required for each candidate conducted by a panel of three (3) members.
7. The final oral defense for each candidate is conducted by the same set of panelists in the proposal defense. A grade of passed/failed is decided by a majority of the panel members.
8. Payment to the adviser and the panelists is fixed by the school and is given to them only after the proposal and final defense.



## **WRITTEN COMPREHENSIVE EXAMINATION (WCE)**

The Comprehensive Examinations (CE) is designed to evaluate not only the candidates' academic knowledge but also to integrate areas of theory with practice. The CE will also measure the candidates' proficiency in their chosen subject area and the capacity to do critical analysis.

The examination questions must be prepared by the professor handling the subject/s.

## **LONG ABSENCE**

A student who makes a long absence of three (3) to five (5) years after enrolling in any semester has to take refresher courses of 1 basic subject and 2 major subjects. For those who have stopped attending the Graduate School for six (6) to ten (10) years, refresher courses and 2 major subjects will be required.

## **OVERSTAYING STUDENTS**

Overstaying students are those who have been enrolled regularly but without finishing the thesis within a period of five (5) years. In this case, the overstaying student is required to take refresher courses of 1 basic subject and 2 major subjects, after which the student should finish the required thesis in the following term.

## **CODE OF CONDUCT**

Students in the Graduate School are expected to observe proper decorum inside the campus. As students, they have to come to school with their school ID and decent attire in accordance with the school's dress code. Everybody's professionalism is always regarded in all dealings in the offices and classrooms.



## **THESIS REQUIREMENT**

### **Thesis Seminar**

After passing the comprehensive examination, the student is required to enroll in the thesis seminar every term while working on the thesis proposal. The dean will assign an adviser whose qualification and expertise are in line with the student's thesis problem.

### **Proposal Hearing**

The thesis title and proposal must be approved by a Panel of Examiners before the actual data gathering. The Dean is the automatic chairperson and will be the one to select the members of the panel. An amount of proposal hearing fee shall be paid by the student to the Cashier's Office one week before the schedule; no student is allowed to defend a thesis proposal without being currently enrolled in the Thesis Seminar.

### **Thesis Completion**

Students who have already defended their thesis proposal should enroll in the Thesis Writing course. While working for data collection and analysis, the students have to report regularly to the dean and/or thesis adviser for consultation and guidance of the research activity. No student is allowed to defend a thesis without being currently enrolled in the Thesis Writing course.

A student who completes a thesis should submit the manuscripts two weeks before the scheduled Thesis Oral Defense. The Panel of Examiners has to be given copies of the manuscripts one week before the Thesis Oral Defense. The student has to pay the necessary fees for Thesis Oral Defense to the Finance Office one week before the schedule.

A student who is writing a thesis but fails to complete in a period of five years is recommended to take refresher subjects at



least 9 units. He/she then re-enroll in the thesis seminar course and present a new thesis proposal to a panel of examiners.

### **THE THESIS ADVISER**

1. A student who passes the WCE is assigned an adviser of his/her choice.
2. The Adviser assists the candidate in the preparation of the research proposal.
3. He/she must be available to offer guidance to the advisee at all stages during the writing period.
4. He/she must assist in the clarification of issues during the proposal and final defenses, if necessary.
5. He/she must be present during the oral defense in a non-participatory role.
6. He/she must make sure that any revision required by the Thesis Committee are revised and met.

### **GRADUATION**

A student may apply for graduation when requirements for the degree are met or will be able to complete the course by the conclusion of the semester.

### **REQUIREMENTS FOR GRADUATION**

1. Completion of the academic work as prescribed by the program.
2. Residence requirements as prescribed by the College.
3. Passing the Comprehensive Examination as prescribed in the program of study.
4. Passing the Oral Defense of Thesis before a panel (Thesis Proposal and Final)
5. Submission of six (6) hardbound copies of thesis.



## **THE GRADUATE SCHOOL PROGRAMMES**

The Graduate School of St. Michael's College is committed to provide opportunities for continued professional growth and development of scholars, teachers and potential leaders in various disciplines. It aims to expose the students to innovate methods in the teaching of various disciplines and focus their activity on research.

### **1.1 MASTER OF ARTS IN EDUCATION MAJOR IN EDUCATIONAL MANAGEMENT**

This program prepares current and prospective school leaders to meet the professional demands of educational leadership. Graduate coursework develops competencies related to effective leadership and educational management practices, as well as allows students to explore the theoretical and practical aspects of curriculum development, teaching and learning, and the supervision of instruction. Exposure to research about current realities, emerging trends, and issues in various aspects of educational administration ensures their continuing growth and effectiveness as school leaders. Students are prepared to conduct scholarly research that will address relevant issues that are responsive to community/regional/national and global needs.

### **1.2 MASTER OF ARTS IN EDUCATION major in GUIDANCE AND COUNSELING**

This program prepares students to become proficient in the various aspects of school guidance and counseling. The course offers graduate coursework in the development and management of relevant and functional school guidance programs and services; the diagnosis of their students' educational, vocational, and personal needs and concerns; the implementation of appropriate counseling techniques and intervention programs; psychological measurement and evaluation; and research that will address relevant issues



related to the use of educational media and technology in their own setting.

### **1.3 MASTER OF ARTS IN EDUCATION major in ENGLISH LANGUAGE TEACHING**

The program is designed to upgrade the pedagogical competence of English Teacher in all levels. The Basic courses are designed mainly to hone his / her English Language Skills and is geared towards the development of competence in the various methodological approaches to instruction in English Language teaching.

### **1.4 MASTER OF ARTS IN EDUCATION major in FILIPINO**

The program caters to the global needs of the teacher and practitioner of Filipino. Teachers are trained to have over-all general and balanced knowledge of and skills in Filipino as a language and discipline which they can utilize in their present teaching jobs.

It provides meaningful experiences that will foster among its students nationalist and humanist values and prepares them to have a comprehensive and in-depth knowledge and skills to teach and use Filipino as a discipline and language through research and scholarly endeavors.



# CURRICULUM



**ST. MICHAEL'S COLLEGE**

Quezon Ave., Iligan City

**MASTER OF ARTS IN EDUCATION  
major in EDUCATIONAL MANAGEMENT****FOUNDATION SUBJECTS - ( 9 units )**

GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	Educ 211	Philosophical–Psychological Foundations of Educ	3
	Educ 212	Methods of Research	3
	Educ 213	Statistics with Computer Applications	3
		TOTAL	<b>9</b>

**REQUIRED SUBJECTS - (6 units )**

GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	EM 201	Information Communications Technology	3
	EM 202	Human Behavior in Organization	3
		TOTAL	<b>6</b>

**MAJOR SUBJECTS - (15 units )**

GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	EM 203	Principles and Theories of Educational Mgt.	3
	EM 204	Administrative Management in Education	3
	EM 205	Supervision of Instruction & Curriculum Dev't.	3
	EM 206	Financial Resource Management	3
	EM 207	Issues & Trends in Education & Nat'l. Dev't.	3
		TOTAL	<b>15</b>

**ELECTIVE COURSES - ( 9 units )**

GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	EM 208	Comparative Education	3
	EM 209	Legal Aspects of education	3
	EM 210	Educational Leadership	3
		TOTAL	<b>9</b>

		COMPREHENSIVE EXAM (WCE)	
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GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	T200 S	Thesis Seminar	3
	T200 W	Thesis Writing	3
		TOTAL	<b>6</b>

		<b>TOTAL</b>	<b>45</b>
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**ST. MICHAEL'S COLLEGE**

Quezon Ave., Iligan City

**MASTER OF ARTS IN EDUCATION  
major in ENGLISH LANGUAGE TEACHING****FOUNDATION SUBJECTS - ( 9 units )**

GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	Educ 211	Philosophical-Psychological Foundations of Educ	3
	Educ 212	Methods of Research	3
	Educ 213	Statistics with Computer Applications	3
		TOTAL	<b>9</b>

**MAJOR SUBJECTS - (18 units )**

GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	ELT 211	Language Acquisition	3
	ELT 212	Phonology and the Art of Speaking	3
	ELT 214	Morpho-Syntactic Systems of English	3
	ELT 215	Approaches to English Language Teaching	3
	ELT 217	Current Issues & Problems in Bilingual System	3
	ELT 218	Preparing & Evaluating Instructional Materials in English Language Teaching	3
		TOTAL	<b>18</b>

**COGNATES SUBJECTS - ( 15 units )**

GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	ELT 216	Philippine Literature	3
	ELT 219	Poetry-An Introduction to Theory & Practice	3
	ELT 220	Language Testing	3
	ELT 221	Theories of Grammar	3
	ELT 223	Evaluation Procedures in Language & Lit.Tchng.	3
	ELT 226	Discourse Analysis	3
	ELT 228	Intensive Reading	3
		TOTAL	<b>15</b>

		COMPREHENSIVE EXAM (WCE)	
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GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	T200 S	Thesis Seminar	3
	T200 W	Thesis Writing	3
		TOTAL	<b>6</b>

		<b>TOTAL</b>	<b>48</b>
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**ST. MICHAEL'S COLLEGE**

Quezon Ave., Iligan City

**MASTER OF ARTS IN EDUCATION  
major in FILIPINO****FOUNDATION SUBJECTS - ( 9 units )**

GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	Educ 211	Philosophical–Psychological Foundations of Educ	3
	Educ 212	Methods of Research	3
	Educ 213	Statistics with Computer Applications	3
		TOTAL	<b>9</b>

**MAJOR SUBJECTS - (18 units )**

GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	Fil 211	Panimulang Linggwistika	3
	Fil 212	Mga Istratehiya sa Pagtuturo ng Wika at Panitikan	3
	Fil 213	Sosyolinggwistika	3
	Fil 214	Paraan ng Pagsasalang-Wika	3
	Fil 215	Panunuring Pampanitikan	3
	Fil 216	Panitikang Pambata	3
		TOTAL	<b>18</b>

**COGNATES SUBJECTS - ( 12 units )**

GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	Fil 217	Pagtuturo ng Filipino sa mga Di-Tagalog	3
	Fil 218	Dulaang Panteatro	3
	Fil 219	Wika, Kultura at Lipunan	3
	Fil 220	Paghahanda ng Kagamitang Pampagtuturo Gamit ang Makabagong Teknolohiya	3
		TOTAL	<b>12</b>

		COMPREHENSIVE EXAM (WCE)	
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GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	T200 S	Thesis Seminar	3
	T200 W	Thesis Writing	3
		TOTAL	<b>6</b>

		<b>TOTAL</b>	<b>45</b>
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**ST. MICHAEL'S COLLEGE**  
Quezon Ave., Iligan City

**MASTER OF ARTS IN EDUCATION**  
**major in GUIDANCE AND COUNSELING**

**FOUNDATION SUBJECTS - ( 9 units )**

GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	Educ 211	Philosophical–Psychological Foundations of Educ	3
	Educ 212	Methods of Research	3
	Educ 213	Statistics with Computer Applications	3
		TOTAL	<b>9</b>

**MAJOR SUBJECTS - (21 units )**

GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	GC 201	Counseling Theories & Techniques with Laboratory	5
	GC 202	Psychological Testing <i>(Pre-requisite: (Ed 213)</i>	4
	GC 203	Philosophical, Psychological & Sociological Foundations of Guidance	3
	GC 204	Group Process <i>(Pre-requisite: GC 201, GC 202</i>	3
	GC 205	Org., Admin., & Supervision of Guidance Counseling Services & Program Dev't.	3
	GC 206	Career Development <i>(Pre-requisite: GC 202, GC 204)</i>	3
		TOTAL	<b>21</b>

**ELECTIVE COURSES - ( 9 units )**

GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	GC 207	Advanced Educational Psychology	3
	GC 208	Developmental Psychology	3
	GC 209	Human Behavior in Organization	3
		TOTAL	<b>9</b>

		COMPREHENSIVE EXAM (WCE)	
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GRADE	COURSE NO.	DESCRIPTIVE TITLE	UNITS
	T200 S	Thesis Seminar	3
	T200 W	Thesis Writing	3
		TOTAL	<b>6</b>

		<b>TOTAL</b>	<b>45</b>
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# APPENDICES



**THESIS FORMAT**

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**INSTRUCTIONAL LEADERSHIP STYLES OF PRINCIPALS  
IN SELECTED SCHOOLS OF ILIGAN CITY DIVISION  
IN RELATION TO THE TEACHER'S PEAK  
PERFORMANCE**

A Thesis  
Presented to the Faculty of Graduate School  
St. Michael's College  
Iligan City

In Partial Fulfillment  
of the Requirements for the Degree  
Master of Arts in Education  
Major in Educational Management

by

Name of Student

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March 2008



**ST. MICHAEL'S COLLEGE**  
Quezon Ave., Iligan City

**GRADUATE SCHOOL**

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**APPROVAL SHEET**

This thesis entitled “**Instructional Leadership Styles of Principals in Selected Schools of Iligan City Division in Relation to Teachers’ Peak Performance**” prepared and submitted by **MR. MARIONNE Y. PAGENTE** in partial fulfillment of the requirements for the degree of **Master of Arts in Education major in Educational Managements** has been examined and is recommended for oral examination, acceptance and approval.

\_\_\_\_\_  
**Adviser**

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APPROVED by the thesis committee on oral examination with a grade of PASSED.

\_\_\_\_\_  
**Chairman**

\_\_\_\_\_  
**Member**

\_\_\_\_\_  
**Member**

\_\_\_\_\_  
**CHED Representative**

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ACCEPTED and approved in partial fulfillment of the requirements for the Degree of Master of Arts in Education major in Educational Management.

Comprehensive Examination – PASSED

**DR. RITZCEN A. DURANGO**  
Dean, Graduate School

March 2008



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