Yeshiva University

AZRIELI GRADUATE SCHOOL OF JEWISH EDUCATION AND ADMINISTRATION

Master's Degree Student Handbook

Rona Novick, Ph.D., Dean

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www.yu.edu/azrieli

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INTRODUCTION

ABOUT AZRIELI

The Azrieli Graduate School of Jewish Education and Administration (AGS) offers several tracks leading to the Master of Science (MS) degree. To meet the diverse needs of our students, AGS offers a full-time one-year program track for those who are able to dedicate significant daytime hours to their studies, and an evening-based two-year program track for those currently employed in the field of education. Our Master of Science in Education is designed to combine coursework with field experience, resulting in graduates who are highly skilled and professional educators. Our Master's in Jewish Curriculum Development is geared to students who wish to make a difference in educational design and curriculum development.

The director of the Master's program, Dr. Moshe Krakowski, in collaboration with the AGS faculty, designs the policies, procedures, and curriculum for each of the MS tracks. Located in Belfer Hall, Room 311, the Office of the Master's Program coordinates all aspects of the MS tracks under Rabbi Eliezer Barany, the Associate Director. Inquiries can be directed to Rabbi Barany at (212) 960-5400, ext. 5949, fax (212) 060-0184, and via email eliezer.barany@yu.edu. Dr. Krakowski can be contacted at (212) 960-5287, via email at moshe.krakowski@yu.edu, and during office hours at Belfer Hall, Room 305.

A MESSAGE FROM THE DIRECTOR OF THE MASTER'S PROGRAM

Welcome to the Azrieli Graduate School of Jewish Education!

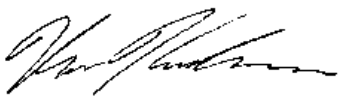
Azrieli is the premier institution for training professionals in the field of Jewish education. Our strong research faculty is comprised of experts in curriculum, pedagogy, psychology, supervision, leadership, and cognition. Led by our Dean, Dr. Rona Novick, our professors provide a rigorous Master's program that is driven by theory while grounded in the real world of classroom teaching. Our Master's program is unique in that we apply world-class expertise in education to the subjects of Jewish education. Students leave our program with more than just generic teaching ability; they also develop the knowledge, skills, and dispositions to teach Jewish subjects such as *chumash, navi, tefila,* Hebrew, *gemara, and halacha*.

Our learning options are flexible, designed to meet your needs. Our diverse set of program tracks include a Pre-Service 1-year track, a BA/MS track, a *Smicha* track, a two-year teacher track, a degree in Jewish curriculum design, and an Azrieli-Revel dual degree program. Among these options you are sure to find a track that suits your educational goals and personal schedule.

In addition, it is a point of personal pride to me that Azrieli is not only a Master's program but also a community. Together, our students and faculty create a warm and welcoming learning environment; our students are active participants in the learning process, and our faculty is committed to helping each and every student grow as a teacher.

Please don't hesitate to contact me with questions about the program, any concerns you might have, or just to schmooze about Jewish education. I am, and will be, more than happy to help you in any way I can.

B'Hatzlacha,



Moshe Krakowski, PhD

August 2019

FAQ: Which Program is Right for Me?

In this handbook, you will find details on the many program tracks offered at Azrieli. Here are some common questions that may help you decide which of these tracks is right for you.

> I recently graduated college, and I'm looking to study education on a graduate level. I don't have much classroom experience yet. I see that you have many programs – which is best for me?

Answer: The Pre-Service Master's Program is for you. The program requires a full-time commitment, but you can earn your degree and get rich student teaching experience in only one year!

> I'm going to be a junior in YU, and I'd love to get a head start on my graduate education studies. Can I start taking graduate courses early? How long would it take to complete the program?

Answer: The BA/MS program allows students to begin graduate studies while completing their bachelor's degrees. However, students need to be in the final year of their undergraduate studies to qualify for the program. Hang in there for one more year!

FAQ: Which Program is Right for Me?

"I'd love to join your Master's program, but I am a full-time teacher. How can I take classes and complete a degree while continuing to teach full-time?"

Answer: The 2-year Teacher's Program was created just for you. The program allows current teachers to maintain their regular jobs, while they take courses and work towards their MS in Education in the evenings.

"I work for an organization that develops curricula for Jewish schools. I would like a Master's in Jewish Education, but I'm not a classroom teacher. Is there a program for me?"

Answer: Yes. The Master's in Jewish Curriculum Development is designed to give you all of the same background knowledge as our teaching program, but substitutes intensive work on curricula in place of student teaching.

"I'm entering the *smicha* program, and I'm looking for an education program that can also fulfill my RIETS co-requisite requirement."

Answer: Our *Smicha* Student Master's Program provides just that: It allows *smicha* students to continue their rabbinical studies in a rigorous manner while concurrently studying towards a degree in education. Students finish their fourth year of *smicha* with rabbinic ordination and an MS in Education.

ESSENTIAL PROGRAM COMPONENTS

While there are many different Master's programs at Azrieli, they all share certain key components.

1. Seven core courses and three methods of teaching electives.

2. Educational Psychology and Jewish Learning is a Pre-requisite for the Master's program that can be taken through Azrieli either before enrollment or during the first semester in the program. Students may opt out of this requirement with any Intro to Psychology fulfillment from an accredited university.

3. Professional Enhancement Practicum (PEP) or a Curriculum Internship.
    a. PEP is a year-long teacher training program that is accompanied by a seminar.
        i. Students in the full-time program are placed as student teachers in schools.
        ii. Full-time teachers can fulfill PEP in their teaching positions (pending Azrieli approval).
        iii. Students in the Stern Legacy Program can fulfill PEP as undergraduates at Stern.
    b. For the Master's in Jewish Curriculum Development degree, the curriculum internship replaces the six credits of PEP with an internship in which students work with schools (or other educational institutions) to develop curricula in Jewish education. This will require a minimum of 200 hours in a Jewish day school, along with a seminar at Azrieli.
        i. In this program students will be required to take their methods electives in specific concentrations that are connected to the year-long curriculum work in which they will be doing their internship.

4. Portfolio and workshop completion. The portfolio is a capstone project that students work on throughout their final (or only) year at Azrieli, and for which they register in their final semester. The two workshops, Violence Intervention and Child Abuse Identification & Reporting, can be completed in person and in some cases online as well. Additional workshops may be required if state/federal or other mandates require.

Things to know:

Aside from the online program, all of the core courses are offered on a set schedule, in a **cohort model.** Students do not choose classes; classes are determined based on the program and cohort the student joins.

All **student teaching placements** must be arranged prior to the year in which student teaching begins. Azrieli will help students find appropriate schools and student teaching arrangements, and will provide instructions regarding how best to secure a school placement. Students outside the New York area may have to find their own placements.

The **Professional Portfolio** includes material and information demonstrating the knowledge, skills, and dispositions students feel will convince a principal to hire them. Students in the teaching track

must include a 5-10 minute teaching episode (video) in the portfolio, along with a reflective statement. Students must also include an updated resume and philosophy statement.

For more information on PEP and the Portfolio, please refer to their respective guidebooks, found on the Azrieli website: http://yu.edu/azrieli/current-students/handbooks-forms/

AZRIELI PROGRAM DISPOSITIONS AND GOALS

Our primary goals for students in the Master's of Jewish Education degree programs are:

1. Graduates will display competence in the development and delivery of Jewish studies curricula in such areas as Bible, Talmud, prayer, and Jewish history.
2. Graduates will display an understanding of and commitment to Jewish traditions and values.
3. Graduates will display competence in classroom procedures and management techniques, and strategies appropriate to their chosen grade levels.
4. Graduates will display commitment to and competence in pedagogy that promotes interactive engagement in a safe, student-centered learning environment.
5. Graduates will display competence in the use of formative and summative learning assessments and subsequent modification of lesson plans in their chosen areas of expertise.
6. Graduates will display understanding and acceptance of varied learning styles, and competence in the delivery of differentiated instruction in their subject area(s).
7. Graduates will display competence in and commitment to the use of appropriate technologies in the delivery of their chosen subject area(s).
8. Graduates will display professionalism in demeanor and dress; commitment to their faculty, students, and school community; and commitment to ongoing learning in the content and pedagogy of their chosen fields.

Participation in our Master's programs depends on students' ability to demonstrate reflectiveness, objectivity, and professionalism. In particular, we expect students to engage with their professors, supervisors, cooperating teachers, and Azrieli administrators in a thoughtful and respectful manner. Students must be punctual, limit absences as much as possible, dress appropriately, and seek constructive feedback when confronting classroom dilemmas. Students who are unable to meet these basic requirements may be penalized, at the discretion of the Director of the Master's programs, with the failure of a course, disciplinary dismissal, or such other penalties as are deemed proper.

Addendum: Expectations of the Online Learner

Azrieli offers some classes online in all programs, along with the completely online Master's program. It is important to recognize that asynchronous online courses are different from the traditional face-to-face (F2F) courses you may have taken in the past. There are few, if any, times when the whole class meets together (virtually) at the same time. Instead, the emphasis is on you, the learner. It's up

to you to get the information you need, test your knowledge, and find new ways to apply it. You must be able to complete lessons and postings on time. **A grade of INCOMPLETE IS NOT PERMITTED as an option**.

PRE-SERVICE TEACHING MASTER'S PROGRAM (1-YEAR)

Purpose

The purpose of the Master's Program is to prepare highly qualified educators for teaching positions in Jewish day schools and *yeshivot*.

Structure

This program is geared towards those entering the field of formal Jewish education. Career changers or those who have prior teaching experience can participate in this full-time program but must do so to the exclusion of full-time employment.

This cohort-based pre-service program is designed to be completed over the course of one academic year, beginning in the fall and concluding at the end of the summer, and requires a full-time commitment. Candidates should be available to take courses during both the daytime and in the evening, as well as throughout the year for full-time student teaching placements. Some classes may also be offered as online courses only. Course sequence and schedule structure during the first two semesters is fixed. In the final summer semester, students take two content area methods classes of their choice. Upon completion, students receive a Master's of Science (MS) degree.

Overview of Program (schedule below is approximate and subject to change each year)

Tentative Schedule

Fall Semester (15 credits)			
Course No.	**Day/Time***	**Course Name**	**Credits**
	Wednesdays, Thursdays, *and* ***Fridays*** *are dedicated to student teaching in school placements.*		
EDU 5120	Mon. or Tues. TBD	Models of Teaching 1	3
EDU 5000	Mon. or Tues. TBD	Learning & Cognition	3
EDU 5302	Mon. or Tues. TBD	Teaching Literacy 1	3
EDU 8200	Mon. or Tues. TBD	Seminar in Contemporary Jewish Education	3
EDU 5551	Mon. or Tues. TBD	Professional Enhancement (PEP) I (student teaching, accompanied by one class)**	3
***** For a detailed explanation of the PEP requirements, refer to the PEP Guidebook.***			**15**
Spring Semester (15 credits)			
	Wednesdays, Thursdays, *and* ***Fridays*** *are dedicated to student teaching in school placements.*		
EDU 5121	Mon. or Tues. TBD	Models of Teaching 2	3
EDU 5140	Mon. or Tues. TBD	Curriculum and Assessment	3
EDU 5070	Mon. or Tues. TBD	Promoting Jewish Values	3
---	Mon. or Tues. TBD	Content area methods class **or**	3
EDU 5312	Mon. or Tues. TBD	Teaching Literacy 2 (certification test)	3
EDU 5552	Mon. or Tues. TBD	Professional Enhancement (PEP) II (student teaching)**	3
***** For a detailed explanation of the PEP requirements, refer to the PEP Guidebook.***			**15**
Summer Semester (6 credits)			
---	---	Content area methods class	3
---	---	Content area methods class	3
Content Methods classes are subject matter specific. For example: Teaching Navi, Chumash, Halacha, etc.			**6**
Other Requirements			
EDU 5700	N/A	Professional Portfolio (Graduation Requirement)***	0
---	Take in first semester	Child Abuse Identification & Reporting Workshop	0
---	Offered online	Violence Intervention Workshop	0

**Days and times are approximations and are subject to change. They are provided in order to give a more complete picture of the program's structure.*

**** For a detailed explanation of Portfolio requirements, refer to the Portfolio Guidebook.*

2-Year Teacher Program

Purpose

The purpose of the Two-Year Teacher Program is to further prepare Jewish educators who are already in the field with the knowledge and skills for educational excellence and professional enhancement. The Teacher Program allows its participants to retain their current positions while they take courses and work towards their MS in Education in the evenings.

Structure

During the first and second year of the program, students take two classes per semester, on the same night (6:00-10:00 p.m.—usually a Monday or Tuesday). In the second year, students also take a PEP (Professional Enhancement Practicum) seminar, which meets 16 times over the course of the year.*** In the spring semester of their second year, students will opt into either the Teaching Methods Track with Advanced Models, or the Language and Texts Track with Teaching Literacy 2. The latter track prepares students to take a literacy certification test upon completion of the course.

Content area methods electives will be offered during the summer sessions following each year (usually online). Students are required to take a total of nine (9) elective credits (3 courses), one of which must be taken in the spring semester of the second year. The other two may be taken in any of the following combinations: both during the first summer semester, one during each of the two summer semesters, or both during the second summer semester.

Overview of Program (schedule below is approximate and subject to change each year)

Tentative Schedule

Fall Semester – Year 1 (6 credits)			
Course No.	**Day/Time***	**Course Name**	**Credits**
EDU 5120	M 6:00-7:50pm	Models of Teaching 1	3
EDU 8200	M 8:00-9:50pm	Seminar in Contemporary Jewish Education	3
			6
Spring Semester – Year 1 (6 credits)			
EDU 5121	M 6:00-7:50pm	Models of Teaching 2	3
EDU 5000	M 8:00-9:50pm	Learning & Cognition	3
			6
Summer – Year 1 (0,3, or 6 credits)			
---	---	Content area methods class	3
---	---	Content area methods class	3
			0,3, or 6
Fall Semester – Year 2 (9 credits)			
EDU 5551	M 6:00-7:50pm***	Professional Enhancement Practicum Seminar 1**	3
EDU 5302	T 6:00-7:50pm	Teaching Literacy 1	3
EDU 5140	T 8:00-9:50pm	Curriculum and Assessment	3
	*** PEP Seminar meets for 16 sessions throughout the year		**9**
Spring Semester – Year 2 (9 credits)			
EDU 5551	M 6:00-7:50pm****	Professional Enhancement Practicum Seminar 2**	3
EDU 5070	M 8:00-9:50pm	Promoting Jewish Values	3
---	T 8:00-9:50pm	Content area methods class **or**	3
EDU 5312	T 8:00-9:50pm	Teaching Literacy 2 (certification test)	3
	**** PEP Seminar meets for 16 sessions throughout the year		**9**
Summer – Year 2 (0,3, or 6 credits)			
---	---	*0 or 1 electives if needed*	---
			0,3, or 6
Other Requirements			
EDU 5700	N/A	Professional Portfolio (Graduation Requirement)***	0
---	Take in first semester	Child Abuse Identification & Reporting Workshop	0
---	Offered online	Violence Intervention Workshop	0

**Days and times are approximations and are subject to change. They are provided in order to give a more complete picture of the program's structure*

**** For a detailed explanation of the PEP and Portfolio requirements, please refer to the PEP and Portfolio Guidebooks.*

BA/MS PROGRAM
STERN COLLEGE FOR WOMEN/YESHIVA COLLEGE (1-YEAR)

Purpose
The purpose of the BA/MS Program is to prepare highly qualified educators for teaching positions in Jewish day schools and *yeshivot* across the country. The program offers candidates a unique opportunity to earn a bachelor's and master's degree in an expeditious yet rigorous manner.

Structure
Joint bachelor's-master's programs exist between Stern College for Women (SCW)/ Yeshiva College (YC) and the Azrieli Graduate School of Jewish Education (AGS). Students who complete the program receive both BA and MS degrees. The graduate courses may count toward the 84 credit undergraduate residency requirement, may count both toward undergraduate requirements and the graduate degree, or may just allow the student to get an early start on graduate study.

Students in the BA/MS program take four total graduate courses in the fall and spring of their senior undergraduate year (12 credits). This program is a cohort-based program, and students must take the designated BA/MS classes in order to participate. Undergraduate students who are not part of the cohort may still take Azrieli classes for undergraduate credit, and request that those credits be transferred to Azrieli at a later date; however, unlike the cohort classes, those credits cannot be used for their undergraduate degree.

After the BA/MS year, students are well-positioned to enter Azrieli in the second year of the 2-year program, having completed the first-year classes as undergraduates.

Exceptions
Students in Stern who are part of the Jewish Education major and who do student teaching as undergraduates have the following changes to their course schedule:

- They are exempt from PEP, having done student teaching as undergrads.
- They can take an elective (usually Teaching Bible) instead of Models 1.

Students from Yeshiva College who wish to enter *smicha* after the BA/MS year can do so, but the exact sequence of courses available to them will be subject to adjustment each year.

Requirements
Although students generally apply in their junior year, students must have attained senior status and completed at least 94 credits with a minimum GPA of 3.2 before entering the BA/MS program.

Overview of Program (schedule below is approximate, and subject to change each year)
Tentative Schedule

Senior Year (9/12 credits)			
Course No.	**Day/Time***	**Course Name**	**Credits**
EDU 5120	M 6:00-7:50pm (Fall)	Models of Teaching 1	3
EDU 8200	M 8:00-9:50pm (Fall)	Seminar in Contemporary Jewish Education	3
EDU 5121	M 6:00-7:50pm (Spring)	Models of Teaching 2	3
EDU 5000	M 8:00-9:50pm (Spring)	Learning & Cognition	3
			12
After BA/MS Year: ***Students enter Azrieli and start the second year of the 2-year program***			
Other Requirements			
EDU 5700	N/A	Professional Portfolio (Graduation Requirement)	0
---	Take in first semester	Child Abuse Identification & Reporting Workshop	0
---	Offered online	Violence Intervention Workshop	0

**Days and times are approximations and are subject to change. They are provided in order to give a more complete picture of the program's structure.*

SMICHA STUDENT MASTER'S PROGRAM

Purpose

The purpose of the *Smicha* Student Program is to prepare highly qualified *smicha* students for teaching positions in Jewish day schools and *yeshivot* across the country. The program offers candidates a unique opportunity to earn a Master's of Science in Education while earning rabbinic ordination concurrently. This makes students highly attractive candidates for day school and other teaching positions.

This program is an approved co-requisite for RIETS students.

Structure

Students in the *Smicha* Student Master's Program pursue their educational studies in years three and four of *smicha*. Students in *smicha* take two night classes in the fall and two in the spring of their third year. They take two methods electives during the summer (available online). During their fourth year, students complete four more evening classes (two and two), along with PEP. Though the coursework is in the evening, PEP takes place during the day on Wednesdays, Thursdays, and Fridays in pre-determined school placements. Student teaching runs until 2:00 p.m., and students are free to attend Afternoon Seder from 3:00-6:00 p.m.

Overview of Program (schedule below is approximate, and subject to change each year)

Tentative Schedule

Year 3 of *Smicha* (12 credits)			
Course No.	**Day/Time***	**Course Name**	**Credits**
EDU 5120	M 6:00-7:50pm (Fall)	Models of Teaching 1	3
EDU 8200	M 8:00-9:50pm (Fall)	Seminar in Contemporary Jewish Education	3
EDU 5121	M 6:00-7:50pm (Spring)	Models of Teaching 2	3
EDU 5000	M 8:00-9:50pm (Spring)	Learning & Cognition	3
			12
Year 4 of *Smicha* (12 credits)			
EDU 5551	M 6:00-7:50pm**	Professional Enhancement Practicum Seminar I**	3
EDU 5552	*(no class meetings)*	Professional Enhancement II (student teaching)**	3
EDU 5302	T 6:00-7:50pm (Fall)	Teaching Literacy 1	3
EDU 5140	T 8:00-9:50pm (Fall)	Curriculum and Assessment	3
EDU 5070	T 6:00-7:50pm (Spring)	Promoting Jewish Values	3
---	T 8:00-9:50pm (Spring)	Content area methods elective* **or**	3
EDU 5312	T 8:00-9:50pm (Spring)	Teaching Literacy 2 (certification test)	3
	***Wednesdays**, **Thursdays,** and **Fridays** are dedicated to student teaching in school placements.*		**18**
	Student Teaching runs until approximately 2:00pm on Wednesdays, Thursdays and Fridays.		
	On all days, students are able to attend Afternoon Seder from 3:00-6:00pm		
Summer Semester (6 credits)			
---	TBD	Content area methods elective	3
		Content area methods elective	3
Other Requirements			
EDU 5700	N/A	Professional Portfolio (Graduation Requirement)	0
---	Take in first semester	Child Abuse Identification & Reporting Workshop	0
---	Offered online	Violence Intervention Workshop	0

**Days and times are approximations and are subject to change. They are provided in order to give a more complete picture of the program's structure.*

*** For a detailed explanation of the PEP and Portfolio requirements, please refer to the PEP and Portfolio Guidebooks.*

ONLINE PROGRAM

Purpose

The purpose of the Online Master's Program is to allow Jewish educators who are out of the New York – New Jersey area to complete a Master's in Jewish Education from wherever they may be. This program is available to students who live more than 50 miles from Yeshiva University. Students who live closer than that may be allowed to join the program (decisions will be made on a case-by-case basis), but generous AGS scholarships awarded for local students in the traditional face-to-face program are not available.

Structure

Unlike many of our other programs, students do not follow a cohort model. The same coursework is required, but it can be taken at the student's pace, based on the availability of online courses each semester.

Unlike our other programs, student teaching in this program is completed after the core coursework is completed.

Overview of Program & Preferred Course Sequence

Core Courses			
Course No.	**Day/Time***	**Course Name**	**Credits**
EDU 5120	Online	Models of Teaching 1	3
EDU 5000	Online	Learning & Cognition	3
EDU 5121	Online	Models of Teaching 2	3
EDU 5070	Online	Promoting Jewish Values	3
EDU 5302	Online	Teaching Literacy 1	3
EDU 5140	Online	Curriculum and Assessment	3
EDU 8200	Online	Seminar in Contemporary Jewish Education	3
		Total	21
Content Area Methods Courses			
---	Online	Content area methods class	3
---	Online	Content area methods class	3
---	Online	Content area methods class	3
		Total	9
Other Requirements			
EDU 5551	Online	PEP I (student teaching, accompanied by one class) or Curriculum Internship 1**	3
EDU 5552	*(no class meetings)*	PEP II or Curriculum Internship 2 (student teaching)**	3
EDU 5700		Professional Portfolio (Graduation Requirement)	0
---	Take in first semester	Child Abuse Identification & Reporting Workshop	0
---	Offered online	Violence Intervention Workshop	0
		Total:	**36**

**DEPENDENT ON EITHER THE LANGUAGE AND TEXT TRACK OR TEACHING METHODS TRACK AS OUTLINED IN THE TWO YEAR PROGRAM*

***Note: Professional Enhancement Practicum Seminar (PEP) (student teaching, along with the requisite seminar and observation requirements) or Curriculum Internship can only begin after all seven core courses have been completed.*

Yeshiva University's ability to offer this program to residents of particular jurisdictions may depend on approval of state and other applicable regulators. Please contact Rabbi Eliezer Barany eliezer.barany@yu.edu for more information.

Master's in Jewish Curriculum Development

Purpose

The Master's in Jewish Curriculum Development runs parallel to the regular Master's in Teaching Jewish Education, but is geared towards students who wish to make a difference in educational design and curriculum development. Instead of the PEP seminar and student teaching experience students engage in a curriculum internship in association with a Jewish Day School.

Major Course Requirements

Students will work with a school administrator to identify various curriculum designs used at the school in one or more of the following areas: Tefilla, Halacha, Talmud, Chumash, Navi, Hebrew, Jewish History, or Hashkafa, and will submit a written summary report.

With the assistance of the administrator, the student will analyze data to identify recurring problems in student performance. The student will also analyze the curricula themselves to determine whether best practices are being followed and whether the curriculum is aligned with school goals. The student will then submit a comprehensive written report on the findings.

In collaboration with the school, the student will identify strategies for engaging teachers in ongoing study of current best practices, and research based methods for effective teaching and learning, together with a curricular plan that builds on these methods.

With the shared input of the relevant teachers, the student will then create a revised curriculum in this domain, and will oversee its implementation in the school.

200 hours of work with the host school is required.

JOINT PROGRAMS:

Azrieli-Revel Dual Degree MS/MA Program

Purpose

The Azrieli-Revel Dual Degree (ARDD) program allows students to work concurrently towards an MS at Azrieli Graduate School and an MA at Bernard Revel Graduate School of Jewish Studies (with some courses counting toward both degrees). The program is designed to provide aspiring Jewish educators with high-level professional preparation in both methods and content, by combining the discipline of pedagogy in Jewish education at Azrieli with the acquisition of a level of expertise in academic Jewish studies at Revel.

Structure

The structure of the dual program regarding earning a Master's degree in Education is the same as that of Azrieli's 1-year or 2-year Master's programs, except that Revel (BRGS) courses can be taken in lieu of the two content area methods electives. All core credit requirements of the Master's program and one elective must still be completed at Azrieli, and students must still complete a full year of student teaching and their school placements. Students must apply independently both to Azrieli's MS program and Revel's MA program.

For details regarding how to complete the Master of Arts in Jewish Studies degree, please contact the Bernard Revel School of Jewish Studies directly.

Azrieli-GPATS Joint Program

Structure

At the start of GPATS, students can join a joint program with Azrieli. In this program:

- 6 GPATS credits will be counted towards Azrieli requirements.
- These 6 credits will replace Promoting Jewish Values, and Literacy 2 or Content Elective, depending on your track.
- Other than the replaced classes above, students must follow the regular 2-year model; however, students will complete PEP in the year following GPATS rather than in their second AGS year.
- If possible, Azrieli will offer a methods elective that integrates the material students study in GPATS, such as in-depth teaching of *halacha* or *gemara*.

Students in GPATS who do not wish to enter the joint program are welcome to take Azrieli classes at will. However, after four Azrieli classes students will need to officially apply to Azrieli before taking more classes. (Students will still register for classes through the GPATS registrar as long as they are in GPATS.)

ELIGIBILITY REQUIREMENTS

APPLICANT FOR THE MASTER'S PROGRAM AT AZRIELI GRADUATE SCHOOL MUST HOLD:

- A Bachelor's degree or equivalent from an accredited college or university (if not in the BA/MS Program)
- Advanced background in Jewish studies
- Competence in Hebrew

APPLICATION PROCESS

To be considered for admission, applicants should:

1. Complete the online application which includes an essay and a $50 application fee payable by credit card.
2. Submit two official copies undergraduate transcripts to the AGS office. (Applicants from Yeshiva University do not need to send official transcripts.)
3. Submit two letters of recommendation to the AGS office.
4. Submit a .jpg photo of yourself for your file to: eliezer.barany@yu.edu
5. Complete an interview with the program director.
6. GRE's or other standardized achievement tests may be required at the discretion of the Dean or the Director of the master's program.

Transcripts and recommendations should be sent to:

Azrieli Graduate School of Jewish Education and Administration
Yeshiva University
Wilf Campus – Belfer Hall 311
500 West 185th Street
New York, NY 10033

Priority will be given to applications submitted by May 1 for entry into the fall semester. There is no application for the spring semester, with the exception of the online program, which has rolling enrollment all year long.

TUITION AND FEES 2017-2018*

Students seeking financial assistance from Yeshiva University who are U.S. citizens or eligible noncitizens are required to submit the Free Application for Federal Student Aid (FAFSA). International students (i.e. those who are not U.S. citizens or permanent residents) seeking needs-based scholarship should complete the International Graduate Student Financial Aid Application. For information, visit http://yu.edu/admissions/graduate/azrieli/finance/.

All Students	$1125 per credit* *(Professional Portfolio: 1 credit fee)*
Registration Fee	$65 per semester*
Graduation Fee	$150*
Technology Fee	$125*

All fees subject to change

GENERAL POLICIES AND PROCEDURES

1. **Schedule**: The school calendar is organized so that the educational program does not conflict with the Sabbath and the Jewish Holy Days. See the annual school calendar for a listing of holidays and school closings.

2. **Financial Holds**: The registrar's office will not register students with financial holds. The professor is unable to assign a grade to a student who is not registered. Therefore, a student whose registration is not complete will not get a grade even though he/she may have attended class. If there is a financial hold in effect, students should contact the Student Accounts office, accounts@yu.edu, or212-960-5269 to have the hold lifted.

3. **Grading Policy:**
    a. Students are graded using letter grades of A, A-, B+, B-, C+, C, C-, F. Students are required to maintain a "B" average (= 3.0) overall and in each semester. Any grade less than a B in a course raises questions as to the student's ability to continue in the program and places the student on academic probation.
    b. Because the PEP experience is a year-long experience, PEP I will be assigned with a P/F grade and PEP II will receive a letter grade.
    c. A student who fails any course will be automatically dropped from the program.
    d. Incomplete grades must be completed within one semester. No student may register with more than one "Incomplete" grade on his/her transcript.

4. **Attendance:** Students are expected to attend all classes as scheduled. Students unable to attend a class session are responsible for notifying the classroom instructor that they will be absent. The student is responsible for making up the missed content. More than two absences from a class raises concern as to the student's ability to complete the course requirements and may result in a failing grade for the course at the instructor's discretion.

5. **Transfer Credits Policy:**
    a. Credit for work completed at another graduate program from a recognized and accredited institution of higher learning is not automatically granted. The student must complete a course transfer form and send it to the Azrieli office with a course description and an official transcript for the credits to be considered. The Dean, the Director of Master's Program, and the Office of the Registrar must approve its acceptability and its appropriateness to the Master's degree.
    b. No credit is given for any course transferred from another institution with a grade below B or with a grade of P.
    c. Azrieli will consider the transfer of a maximum of 6 credits towards the Master's degree; that is, students must complete no fewer than 30 credits at Azrieli.
    d. Credits that have been used to fulfill requirements for a degree that has been already granted may not be transferred.
    e. Non-matriculated students will need to officially apply to the program after taking no more than 4 Azrieli courses.

6. **Leave of Absence**: Students who are not registering for any courses during a semester are required to register for a leave of absence (there is no charge). Students who will be registering for a leave of absence must contact the Azrieli office and arrange a meeting with the director of the Master's program to formulate a plan for finishing coursework and reentering the cohort in an acceptable manner. Students cannot take a leave of absence for longer than a semester over a calendar year; beyond which will have to reapply to the program and pay the application fee.

7. **Graduation:** It is the student's responsibility to apply for graduation once his or her coursework, student teaching (PEP), and professional portfolio are completed. Graduation forms are submitted to Mrs. Louisa Wolf in Belfer Hall 311. Once payment is submitted to the Finance Office, students should apprise Mrs. Wolf at lwolf1@yu.edu. Please note that applications will not be processed without the accompanying fee. Students graduating in September, January, and May are included in the graduation booklet and may attend the commencement ceremony held in May/June. Diplomas are mailed to the address noted on the graduation application by the Registrar's Office. No degrees are conferred without completing the Application for Graduation and payment of the graduation fee, even if the student does not intend to participate in commencement ceremonies.

ACADEMIC INTEGRITY AND PROFESSIONAL CONDUCT

Master's students are expected to show seriousness of intellectual dedication; respect for the views and convictions of others; concern for the impact of advanced knowledge on society at large; regard for instructors, fellow students, and the school as a whole; and, above all, adherence to the highest ethical standards in their professional lives. The school is free to dismiss a student at any time for infringement of these standards. Students should be aware that the school will NOT condone plagiarism, falsification, or fabrication in any form and will not sanction such acts of misconduct.

Plagiarism occurs when a student directly copies another's work without citation; and when a student combines the work of different authors into a new statement without reference to those authors. It is also plagiarism to use the ideas and/or work of another student and present them as your own. It is not plagiarism to formulate your own presentation of an idea or concept as a reaction to someone else's work; however, the work to which you are reacting should be discussed and appropriately cited.

Falsification means manipulating, changing or misrepresenting research materials, equipment, or processes; or changing or omitting data or results such that the research is not accurately represented in the research record.

Fabrication means making up data, experiments or other significant information in proposing, conducting, or reporting research.

The submission by a student of any examination, course assignment, or degree requirement is assumed to guarantee that the thoughts and expressions therein not explicitly credited to another are literally the student's own. Evidence to the contrary will result in penalties that may include failure in the course, disciplinary dismissal, or such other penalties as are deemed proper.

General Information

Student ID Cards

All new students must obtain an ID card through the security office located at:

2521 Amsterdam Avenue
Strenger Hall, Room 101
Phone #: 212-960-5200

ID cards can only be obtained 24-48 hours following the first semester's registration. Students must have their ID cards updated from the library to access the online library outside of the campus.

Parking

Students must contact the security office directly to arrange for parking.

Student Contact Information

It is the student's responsibility to ensure that his/her email, phone numbers and mailing address are current. In the case of any changes, the student must enter the changes on MYYU (www.yu.edu/myyu), and notify the Azrieli Office. Women who have not officially changed their names (with the registrar's office) upon getting married, and are official Yeshiva students, must use their maiden names until such time that they officially complete the process. Their YU e-mail and ID#'s remain the same.

YU Email

Every Azrieli student is given a YU email address at the first registration. Students must use the YU email to receive important correspondence from the program and to access the Canvas course management system. To find out exactly how the system has listed your name, go to www.yu.edu/findid. You will be prompted to enter your last name and your Social Security number (which is masked as you enter it). When you have the information, you can access your email through Gmail (Google email) by entering your full YU email address as your user name and enter your password.

Course Management Systems

Azrieli now uses Canvas to access coursework and correspond with professors and peers. *Students must use YU assigned email accounts with this system.*

For access to the system, go to https://yu.instructure.com and use your Active Directory (AD) credentials (username and pword) to login. If you don't know your AD username and password, you can find it here: http://yu.edu/findid. When logging in to Canvas, your username should be provided in the following format: YUAD\username.

Canvas apps are also available for Apple and Android mobile devices. Please search the respective App Stores for these devices.

Town Hall Meetings

Several times throughout the semester, the Director will hold optional town hall meetings. The director is then available to address any concern the students may have or the director may choose a specific timely topic. Students are urged to attend to obtain the latest information about the program.

General Financial Aid

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References/Recommendations

Master's students often request letters of recommendation from faculty for scholarships, honors and awards, and jobs. Students should first obtain the permission of the faculty member before providing his/her name as a reference. This is common courtesy. There may be reasons a faculty member cannot or may not wish to serve as reference. For example, the faculty member may have already provided a reference for another student for the same scholarship or job.

Important Contacts

If you have questions or need clarification of the issues covered within this handbook, please consult with the office, the faculty, and the staff of the Master's Program, who are prepared to help make your educational experience at the Azrieli Graduate School of Jewish Education and Administration meaningful and fulfilling.

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Registrar's Office
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Student Accounts
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