



UNIVERSITY OF
CAPE COAST



**INSTITUTE FOR EDUCATIONAL PLANNING
AND ADMINISTRATION (IEPA)**

**ACADEMIC PROGRAMMES
BROCHURE**



IEPA 2026 - Renewed Purpose: Leading the Future of Africa

2026

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PRINCIPAL OFFICERS OF THE UNIVERSITY OF CAPE COAST

The University of Cape Coast (UCC), established in October 1962, is a Premier public university in Ghana known for excellence in education and professional training. Located in Cape Coast, it offers a wide range of Programs, including health sciences, business and education, operating under a student-centered, collegiate system.



Prof. Denis Worlanyo Aheto
Ag. Vice - Chancellor



**UNIVERSITY OF
CAPE COAST**



Mr. Gideon Enoch Abbeyquaye (Esq)
Registrar



STUDY AT THE UNIVERSITY OF COMPETITIVE CHOICE!



Dr. Atta Yeboah Sarpong
 Director-Academic Affairs
 University of Cape Coast

As the Director of Academic Affairs at the University of Cape Coast, I am pleased to acknowledge the Institute for Educational Planning and Administration (IEPA), a UNESCO Centre of Excellence for West Africa, which is proudly located within our university. IEPA's commitment to transforming education in West Africa through premier training, research, and strategic partnerships aligns with the University's mission to provide high-quality education and contribute to societal progress.

IEPA's specialized postgraduate Programs offer valuable opportunities for educators and leaders to enhance their knowledge, skills, and competencies in educational leadership, planning, and administration. I am confident that this brochure will provide you with valuable insights into IEPA's academic offerings and how they can support your professional growth and contribute to the development of education in West Africa.

Warm regards,

Dr. Atta-Yeboah Sarpong
 Director of Academic Affairs
 University of Cape Coast



WELCOME TO IEPA

Prof. Michael Boakye-Yiadom

Director-General

Institute for Educational Planning and
Administration (IEPA), UCC

Akwaaba! It is with great pleasure that I introduce you to the Institute for Educational Planning and Administration (IEPA), a distinguished UNESCO Centre of Excellence for West Africa at the University of Cape Coast, Ghana.

For five decades, IEPA has been dedicated to advancing educational excellence. We deliver premier training, undertake impactful research, and foster critical partnerships to elevate educational standards throughout the region.

Our foundational belief is that education is fundamental to realizing human potential. At IEPA, we are committed to equipping educators and leaders with the essential expertise required to cultivate inclusive and equitable learning environments where every child can flourish.

As you review our Program offerings, we ask you to take the next step to study with us. At IEPA, we promise excellent, accessible postgraduate education in educational leadership, planning and administration.

I look forward to welcoming you to IEPA.

Do not hesitate to contact me at iepa.dg@ucc.edu.gh

Warm regards,

Prof. Michael Boakye-Yiadom

OUR Program OFFERINGS



- Doctor of Philosophy in Educational Planning
- Doctor of Philosophy in Educational Leadership
- Master of Philosophy in Educational Planning
- Master of Philosophy in Educational Leadership
- Master of Philosophy in Educational Administration
- Master of Philosophy in Administration in Higher Education
- Master of Education in Educational Planning
- Master of Education in Educational Leadership
- Master of Education in Educational Administration
- Master of Education in Administration in Higher Education
- Postgraduate Certificate in Professional Education Leadership Qualification
- Postgraduate Diploma in Professional Education Leadership Qualification
- Master of Education in Professional Education Leadership Qualification

Master of Education Programs are only offered on part-time basis

KNOW OUR ACADEMIC OFFICERS



**Prof. Alfred Kweku
Ampah-Mensah**

**Deputy Director-General,
Academic Programs &
Professional Development**

aampah-mensah@ucc.edu.gh

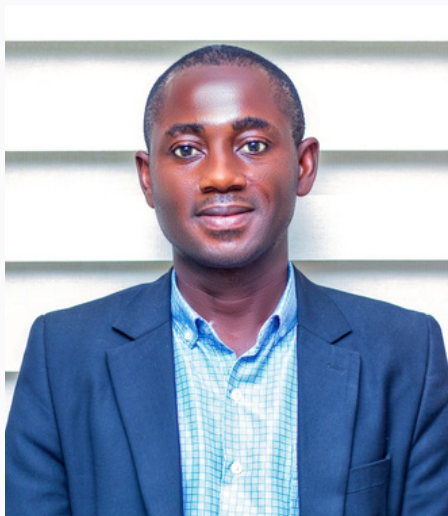


Dr. Clara Araba Mills

**Registration and Examinations
Officer**

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ACADEMIC SUPPORT STAFF



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EDUCATIONAL PLANNING



DOCTOR OF PHILOSOPHY IN EDUCATIONAL PLANNING

Programme Overview

Ghana's educational system faces increasing complexity and evolving challenges that demand professionals with advanced academic preparation in educational planning. However, existing pathways for educational planners often lack rigorous, graduate level training. This deficiency results in gaps in the ability to recognise and define problems, formulate strategic responses, and implement effective changes. The IEPA's PhD in Educational Planning program is specifically designed to address this need. It offers a well-balanced blend of theory and practical experience, aiming to equip graduates with the attitudes, knowledge, and skills required of a 21st-century educational planner. Through this program, graduates will be prepared to transform data into useful information, foster innovative solutions, design and implement impactful projects, conduct thorough impact analyses, and uphold the highest ethical standards in research. Additionally, the program strongly encourages collaborative research and the integration of theory with practice. Among its distinctive features are extensive field trips, internships, and opportunities for students to present their work at both local and international conferences.

Programme Structure

This doctoral program is structured to span three academic years, equivalent to six semesters, and requires a minimum of ninety credits for completion. Its curriculum has been carefully designed to develop graduates with advanced philosophical understanding as well as practical competence in educational planning. Participants will gain the capacity to formulate, implement, monitor, and evaluate educational plans and policies. The program also aims to enhance participants' teaching and research capabilities, ensuring they are well prepared to address the pressing needs of Ghana's educational sector and beyond.

Admission Requirements

To be eligible for admission, applicants must:

- Hold an MPhil or an equivalent degree in a relevant field. Alternatively, an MEd with a minimum CGPA of 3.5 and at least a B+ in Research Methods is acceptable.
- All applicants are required to submit official academic transcripts, two (2) referee reports, and a research proposal of two to three pages.
- Depending on the applicant's background, relevant work experience, an entrance examination, or an interview may also be required.

Progression and Graduation Requirements

Progression to the second year is contingent on passing all prescribed background courses and successful defense of research proposal. For graduation, students must maintain good academic standing throughout their studies, pass all required courses and seminars, and successfully defend their doctoral thesis through a viva voce.

IEPA in Numbers



ACADEMIC STAFF

20



ADMINISTRATIVE STAFF

15



POSTGRADUATE STUDENTS

5,000



POSTGRADUATE Programs

13



MASTER OF PHILOSOPHY IN EDUCATIONAL PLANNING

Programme Overview

The MPhil in Educational Planning, delivered in a blended format (in-person and virtual/online), seeks to produce graduates capable of appraising and diagnosing educational challenges, and then formulating, implementing, monitoring, and evaluating educational plans and policies. Key objectives include equipping students with philosophical knowledge in educational planning, building capacity for 21st-century educational provision, enhancing competencies in quality assurance, accountability, monitoring, and evaluation, and strengthening research capacities in the field.

Programme Structure

Core Courses cover foundational areas such as Educational Research Methods, Educational Planning Concepts and Issues, Statistics for Educational Planning, Educational Policy Analysis, Demographic Aspects of Educational Planning, Human Resource Development in Institutions, Physical Facilities Planning, and School Mapping. A Mandatory Course includes Academic Writing for Graduate Students.

Elective Courses offer specialisation in areas like Education Management Information Systems, Plan Preparation, Implementation and Evaluation, Systems Approach to Educational Planning, Economics of Education and Educational Finance, Project Planning and Development, and Academic Planning. The Research Component includes two Graduate Research Seminars and a culminating thesis, emphasising empirical research and scholarly communication. A mandatory Internship Program provides practical experience in educational planning and management. For students with relevant prior work experience, the internship requirement may be fulfilled by submitting a portfolio demonstrating equivalent practical application and competencies.

Admission Requirements

Admission into this Program requires:

- A good first degree (at least a Second-Class Lower Division) in a relevant discipline from a recognised university.
- Applicants with non-research master's degrees in education or related fields may be considered for direct admission into the second year, with a potential requirement to audit other courses.
- An official transcript.
- Two(2) referee reports.
- A 2-3 page research proposal.
- Additional requirements may include relevant work experience, an entrance Examination, or an Interview.

Progression and Graduation Requirements

Student performance is assessed through various methods, including rubrics, performance-based assessments, portfolios, self and peer-assessment, examinations, term papers, reflection journals, and analogies. A cumulative grade point average (CGPA) of at least 2.5 in coursework is required, alongside the successful completion and oral defence (viva voce) of the MPhil thesis, which is graded pass or fail (below 60% constitutes a fail).



MASTER OF EDUCATION IN EDUCATIONAL PLANNING

Programme Overview

The Master of Education (M.Ed) in Educational Planning is a two-semester, professional-oriented program designed to meet the urgent demand for skilled educational planners in Ghana and worldwide. Approved by the UCC Academic Board, this program seamlessly aligns with the missions of both UCC and IEPA to deliver high-quality, relevant education. With Ghana's educational sector expanding rapidly, there's a critical need for new educational planners equipped with advanced theoretical and practical knowledge. This MEd program uniquely blends theory with professional practice, focusing on direct application and action research. Unlike the MPhil, it specifically prepares students to support national educational goals, including Sustainable Development Goal 4 (SDG4) and the Education 2030 Agenda, directly addressing the current gap in standardised graduate-level professional training for educational planners in Ghana.

Programme Structure

The M.Ed in Educational Planning is a part-time two-semester program across two calendar years requiring a minimum of 30 credit hours. Its structure includes a set of core courses covering key areas such as Educational Research Methods, Education Management Information Systems, Educational Policy Analysis, Demographic Aspects of Educational Planning, Physical Facilities Planning, School Mapping, and Project Planning and Development. A mandatory Internship Program provides practical experience in educational planning. For students with relevant prior work experience, the internship requirement may be fulfilled by submitting a portfolio demonstrating equivalent practical application and competencies.

Admission Requirements

- **Applicants need:**
- A first degree with at least a pass in a relevant discipline.
- An official transcript.
- Two (2) referee reports.
- Depending on the applicant's background, additional requirements may include relevant work experience, an entrance Examination, or an Interview.

Progression and Graduation Requirements

For graduation, students must pass all courses, achieve a minimum CGPA of 2.0, and be in good standing.



FACULTY



Prof. Yaw Afari Ankomah
Professor

Florida Agricultural and Mechanical University, Tallahassee 2004
PhD (Educational Leadership)

Educational policy analysis, educational planning, educational leadership and supervision, and human resources development in education.

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Associate Professor

University of Nairobi, Kenya. 2015
PhD (Educational Planning)

Educational Planning, School Improvement, Project Planning and Development, Intervention design and management

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Prof. Alfred Ampah-Mensah
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University of Bristol, UK 2011
PhD (Education)

Educational Planning, Leadership for Learning, Equity Issues in Education

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Dr. Edward Akomaning
Senior Lecturer

University of Twente, The Netherlands, 2012
PhD (Curriculum Design)

Improving Student Internship through
Collaborative Curriculum Design

eakomaning@ucc.edu.gh



Dr. Clara Araba Mills
Senior Lecturer

University of Cape Coast, Ghana, 2017
PhD in Qualitative Research

Curriculum Design and Development; Access and
Equity; School Performance and Improvement
Planning; Monitoring and Evaluation

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Dr. Wisdom Kwaku Agbevanu
Senior Research Fellow

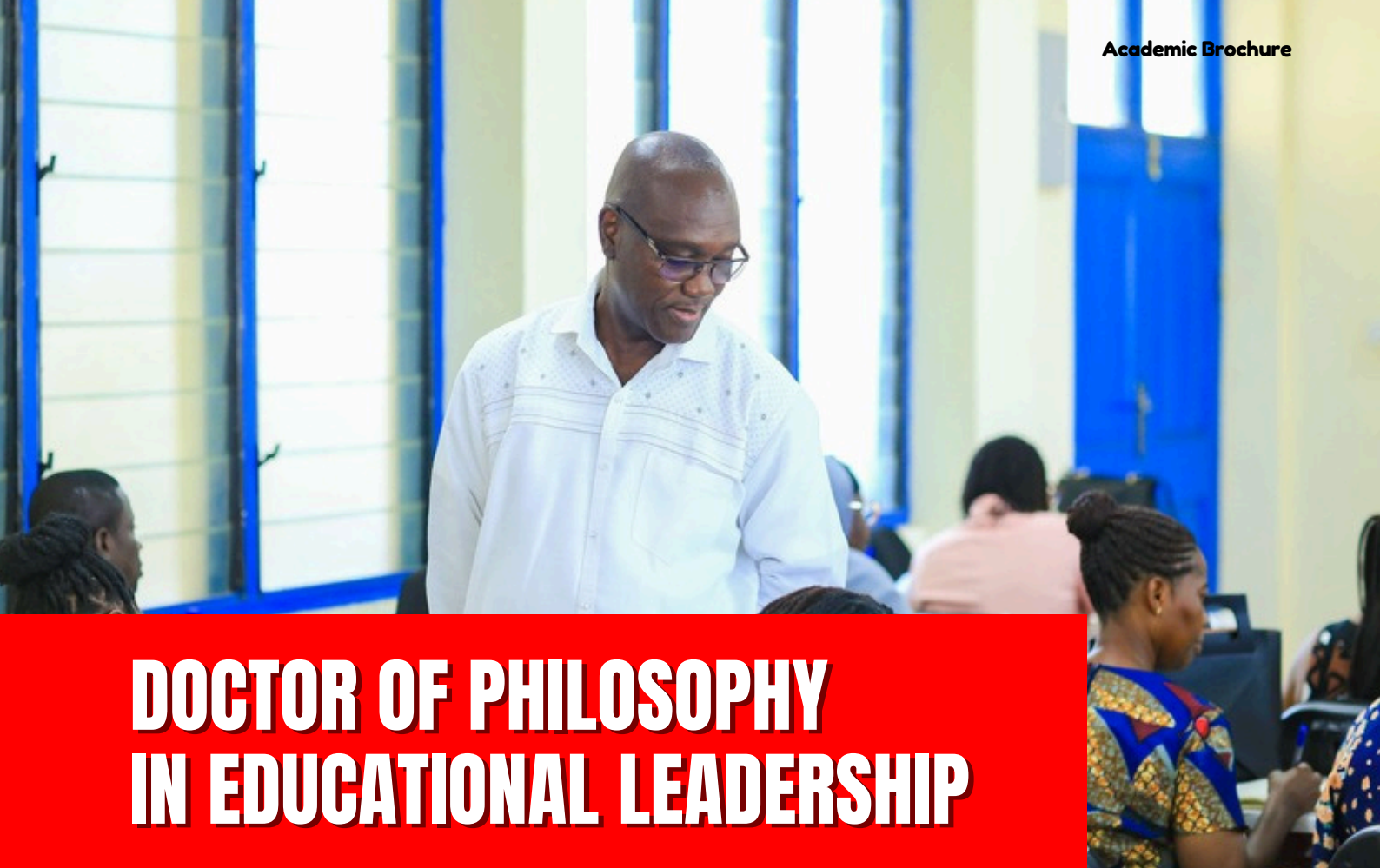
University of Cape Coast, Ghana, 2015
PhD in Qualitative Research

School Quality, Access, Equity and Funding

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EDUCATIONAL LEADERSHIP



DOCTOR OF PHILOSOPHY IN EDUCATIONAL LEADERSHIP

Programme Overview

The PhD in Educational Leadership has been developed as a direct response to both national and international demands for highly skilled educational leaders and researchers. The Program aligns closely with Ghana's Ministry of Education policies and the broader objectives of Sustainable Development Goal 4 (SDG 4), which emphasises improved learning outcomes and equitable educational opportunities. At present, Ghana does not require mandatory professional graduate-level preparation for leaders of educational institutions, a gap that stands in contrast to research based evidence on the importance of advanced leadership preparation. This program addresses that deficiency by offering an in-depth blend of theoretical, conceptual, and practical knowledge tailored to equip graduates with the competencies required to innovate, undertake rigorous research, and provide effective leadership in educational institutions and systems. Nationally, the program responds to a critical need for advanced educational leadership that can support sustainable development in education and contribute meaningfully to improved learning outcomes in Ghana and across the globe. Its distinctive value lies in its capacity to blend robust theoretical foundations with practical application, nurturing critical thinking, innovation, and advanced research skills among students. As a result, graduates of this program will be well prepared to generate new knowledge, plan and implement strategic projects, uphold ethical standards, engage in collaborative research, and advance theoretical frameworks within the field of educational leadership.

Programme Structure

The PhD in Educational Leadership is structured as a three-year, six-semester, research-based program that requires the completion of at least ninety credits. The curriculum comprises core courses in Advanced Research Methods, compulsory Academic Writing Modules, and a range of electives that address Educational Leadership Concepts, Financial Administration, Change Management, and Institutional Leadership. The program culminates in the completion of a substantial, empirically based doctoral thesis, which is intended to make a significant contribution to both scholarship and practice in educational leadership.

Admission Requirements

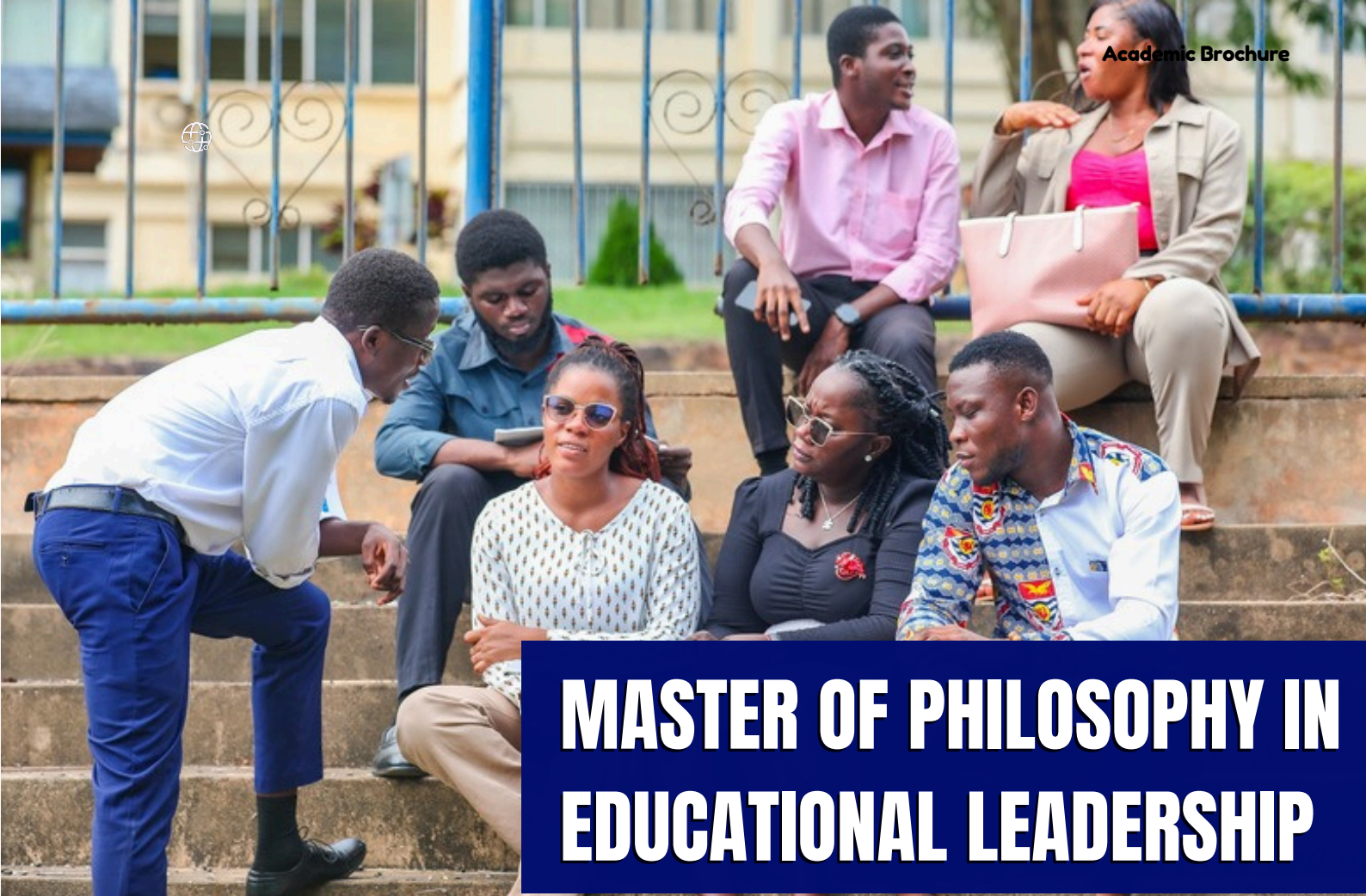
To be eligible for admission, applicants must:

- Hold an MPhil or an equivalent degree in a relevant field. Alternatively, an MEd with a minimum CGPA of 3.5 and at least a B+ in Research Methods is acceptable.
- All applicants are required to submit official academic transcripts.
- Two (2) referee reports.
- A research proposal of two to three pages.
- Depending on the applicant's background, relevant work experience, an Entrance Examination, or an Interview may also be required.

Progression and Graduation Requirements

Progression to the second year is contingent on passing all prescribed background courses and successful defense of research proposal. For graduation, students must maintain good academic standing throughout their studies, pass all required courses and seminars, and successfully defend their doctoral thesis through a viva voce.





MASTER OF PHILOSOPHY IN EDUCATIONAL LEADERSHIP

Programme Overview

Educational leadership is a pivotal factor for effective teaching and learning globally. In Ghana, there is a significant gap in structured professional preparation for educational institution leaders, with current practices often assuming that successful teachers can automatically be effective administrators. This MPhil Educational Leadership program directly counters this inadequacy by providing a rigorous, research-based curriculum that blends theory with practical, hands-on experience. Graduates will be equipped with critical thinking, innovative problem-solving, and advanced research skills, prepared to address contemporary leadership challenges and drive educational improvements. The program emphasises field trips, internships, and empirical thesis research, fostering a new generation of educational leadership scholars and practitioners.

Programme Structure

The two-year, MPhil Educational Leadership program comprises coursework and research. Core Courses cover essential areas such as Educational Research Methods, Educational Management Information Systems, Educational Policy Analysis, Educational Leadership Concepts and Theories, Human Resource Development and Management, Financial Administration in Education, and Change Management.

Elective Courses offer specialisation in areas like Curriculum Development, Administrative Systems of Education, Student Affairs Administration, and Management Operations. A significant Research Component includes two Graduate Research Seminars and a thesis, culminating in an oral examination (viva voce). A mandatory Internship Program provides practical experience in educational leadership. For students with relevant prior work experience, the internship requirement may be fulfilled by submitting a portfolio demonstrating equivalent practical application and competencies.

Admission Requirements

Admission into this Program requires:

- A good first degree (at least a Second-Class Lower Division) in a relevant discipline from a recognised university.
- Applicants with non-research master's degrees in education or related fields may be considered for direct admission into the second year, with a potential requirement to audit other courses.
- An official transcript.
- Two (2) referee reports.
- A 2-3 page research proposal.
- Depending on the applicant's background, additional requirements may include relevant work experience, an entrance examination, or an Interview.

Progression and Graduation Requirements

Progression to the second year is contingent on passing all first-year courses and successful defense of a research proposal. Graduation necessitates passing all courses and seminars, achieving a minimum Cumulative Grade Point Average (CGPA) of 2.5 in coursework, passing the thesis, and passing the oral examination.





MASTER OF EDUCATION IN EDUCATIONAL LEADERSHIP

Programme Overview

Ghana's education sector requires a significant expansion of opportunities for postgraduate training in educational leadership, as current pathways often lack formal, professional preparation. This M.Ed Educational Leadership program will provide a practice-based curriculum emphasising critical thinking, innovative problem-solving, and ethical leadership. Graduates will gain hands-on experience through field trips and internships, equipping them to lead and manage educational institutions effectively in the 21st century. The program's focus on developing professional learning communities, research skills, community relations, and generic leadership competencies directly addresses identified skill gaps in the current educational leadership landscape.

Programme Structure

The M.Ed Educational Leadership is a part-time, two-semester program across two calendar years with a minimum of 30 credit hours. It comprises a set of core courses covering Educational Research Methods, Education Management Information Systems, Educational Policy Analysis, Educational Leadership Concepts, Human Resource Management, Financial Administration, Management Operations, Educational Leadership Theory and Practice, and Change Management. A mandatory Internship Program provides practical experience in educational leadership. For students with relevant prior work experience, the internship requirement may be fulfilled by submitting a portfolio demonstrating equivalent practical application and competencies.

Admission Requirements

- Applicants need:
- A first degree with at least a pass in a relevant discipline.
- An official transcript.
- Two(2) referee reports.
- Depending on the applicant's background, additional requirements may include relevant work experience, an entrance examination, or an Interview.

Progression and Graduation Requirements

Progression to the second year is contingent on passing all first-year courses and successful defense of a research proposal. Graduation necessitates passing all courses and seminars, achieving a minimum Cumulative Grade Point Average (CGPA) of 2.5 in coursework, passing the thesis, and passing the oral examination.





Professional Education Leadership Qualification (PELQ)

IEPA is proud to announce the historic launch of our Professional Education Leadership Qualifications (PELQ).

Developed in strategic partnership with the Ministry of Education, these programs represent a new standard in professional excellence. Tailored for educational leaders at every stage of their career both within schools and across the wider sector. The PELQ provides the specialised tools needed to drive systemic change and lead the future of African education.



POSTGRADUATE CERTIFICATE IN PROFESSIONAL EDUCATION LEADERSHIP QUALIFICATION

Programme Overview

The Postgraduate Certificate is the foundational entry point for the PELQ, designed for junior managers or those new to leadership roles. It provides an introduction to the core principles of leadership for learning and institutional management.

Programme Structure

- Duration: Typically part-time (one sandwich session).
- Modules: 4 total (3 Core + 1 Elective).
- Assessment: Successful completion of modules and a project portfolio (assessed as Pass/Inadequate).
- Credits: 18 Total (12 from modules + 6 from portfolio).

Admission Requirements

- Academic requirements: A Bachelor's degree from a recognised university.
- Professional requirements: Minimum of five years' professional experience most candidates will have taught for at least six years.
- Status requirements: Candidates do not need to be existing leaders but must have access to an educational setting.

Progression

- Graduates may opt to exit with the certificate or progress directly to the Postgraduate Diploma stage.



POSTGRADUATE DIPLOMA IN PROFESSIONAL EDUCATION LEADERSHIP QUALIFICATION

Programme Overview

The Postgraduate Diploma is tailored for middle managers (e.g., Heads of Departments, Subject Leaders) who require a deeper understanding of strategic planning and human resource management within an educational context.

Programme Structure

- Duration: Part-time, building upon the certificate.(2 sandwich sessions)
- Modules: 9 total (4 Core + 3 Electives + prior learning from Certificate).
- Assessment: Module assignments and a project portfolio.
- Credits: 27 Total (21 from modules + 6 from portfolio).

Admission Requirements

- Same as the Certificate (Bachelor's degree + professional experience).
- Direct entry into the Diploma stage may be possible through Accreditation of Prior Experiential Learning (APEL) or Prior Certified Learning (APCL).

Progression

Credits earned in the Diploma modules count as accredited prior learning toward the full Master's degree (M.Ed).



MASTER OF EDUCATION IN PROFESSIONAL EDUCATION LEADERSHIP QUALIFICATION

Programme Overview

This is the highest professional qualification under the Professional Education Leadership Qualification framework, designed for senior leaders (Principals, Headteachers, Directors). It serves as a professional **licence to practice** for senior leadership in Ghana.

Programme Structure

- Duration: Typically 2–3 years part-time (2 to 3 sandwich sessions).
- Modules: 10 total (5 Core + 5 Electives).
- Final Assessment:
 - a. Work-Based Project: A major action-research project in the participant's organisation.
 - b. Portfolio: 10–15 discrete pieces of evidence mapped to national standards.
 - c. Professional Discussion: A 50–60 minute recorded assessment with expert assessors.
- Credits: 36 Total (30 from modules + 6 from final project).

Admission Requirements

- Academic Requirements: Bachelor's degree.
- Professional Requirements: Five+ years of experience; currently serving in or aspiring to a senior leadership role.

FACULTY



Prof. (Mrs.) Rosemary Seiwah Bosu
Professor

Florida Agricultural and Mechanical University, USA, 2004
PhD, Educational Leadership

Educational Leadership, Administration and Management

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Prof. (Bro) Michael Amakyi
Professor

University of Dayton, USA, 2010
PhD Educational Leadership

School Leadership Preparation, Educational Leadership and Planning, Organizational Development, School Improvement and Educational Change, Evidence-based Practice, and Financial Administration in Education

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Senior Lecturer

University of Leicester, UK, 2019
PhD in Educational Leadership and Management

Educational Leadership, Educational Management, Educational Development, Gender Development and Educational Policy and Practices

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University of Cambridge, 2013
PhD Educational Leadership and School
Improvement

Educational Leadership; School Leadership and
Gender, Leadership and Learning, Equity and
Inclusion.

Fr. Raymond Chegedua Tangonyire

Senior Lecturer



University of Cape Coast, Ghana, 2025
PhD Educational Leadership

Leadership and Policy Implementation in
Education; Curriculum Reform; Student
internships ; Institutional Effectiveness

Dr. Christopher Mensah Adosi

Research Fellow

cadosi@ucc.edu.gh



University of Cape Coast, Ghana, 2025
PhD Educational Leadership

Educational Leadership, Educational Planning,
Staff/Professional Development and Improving
Students' Academic Performance, Transnational
Education Partnership

Dr. Theophilus Kwasi Odame

Danso

Assistant Research Fellow



EDUCATIONAL ADMINISTRATION & ADMINISTRATION IN HIGHER EDUCATION



MASTER OF PHILOSOPHY IN EDUCATIONAL ADMINISTRATION

Programme Overview

The MPhil in Educational Administration program aims to cultivate experts in educational administration, directly addressing a persistent national and sub-regional demand. This Program is specifically designed to produce graduates with strong technical and research capacities that enable them to effectively appraise, diagnose, and implement interventions within the pre-tertiary education sector. Key objectives include equipping learners with knowledge in Educational Administration Theories, Methods, and Practices, building their capacity to demonstrate relevant skills in educational administration, developing their technical and practical know-how for implementing interventions, and advancing their research capacities in the field.

Programme Structure

The two-year program includes Core Courses, Elective Options, Mandatory Academic Writing, and a significant Research Component culminating in a thesis. A mandatory Internship Program provides practical experience in educational administration. For students with relevant prior work experience, the internship requirement may be fulfilled by submitting a portfolio demonstrating equivalent practical application and competencies.

Admission Requirements

Admission into this Program requires:

- A good first degree (at least a Second-Class Lower Division) in a relevant discipline from a recognised university.
- Applicants with non-research master's degrees in education or related fields may be considered for direct admission into the second year, with a potential requirement to audit other courses.
- An official transcript.
- Two(2) referee reports.
- A 2-3 page research proposal.
- Additional requirements may include relevant work experience, an Entrance Examination, or an Interview.

Progression and Graduation Requirements

Student performance is assessed through various methods, including rubrics, performance-based assessments, portfolios, self and peer-assessment, examinations, term papers, reflection journals, and analogies. A cumulative grade point average (CGPA) of at least 2.5 in coursework is required, alongside the successful completion and oral defence (viva voce) of the MPhil thesis, which is graded pass or fail (below 60% constitutes a fail).





MASTER OF EDUCATION IN EDUCATIONAL ADMINISTRATION

Programme Overview

The M.Ed in Educational Administration program is non-research focused and designed to equip graduates with essential technical expertise and administrative skills to enhance pre-tertiary education both nationally and internationally. It specifically prepares practitioners and professionals for various roles within pre-tertiary education systems. Key objectives include providing comprehensive knowledge in Educational Administration, enhancing practical skills, developing expertise for effective intervention in pre-tertiary sectors, and cultivating action-research capacities for advancement in the field.

Programme Structure

This part-time, two-semester program across two calendar years features a comprehensive curriculum, comprising ten courses including Educational Research Methods, Managing an Educational Institution, Educational Policy Analysis, Education Law and Politics in Ghana, Administrative Theory, Supervision of Instruction, Administrative Systems in Education, Human Resource Development, and Financial Administration in Education. A mandatory Internship Program provides practical experience in educational administration. For students with relevant prior work experience, the internship requirement may be fulfilled by submitting a portfolio demonstrating equivalent practical application and competencies.

Admission Requirements

Applicants need:

- A first degree with at least a pass in a relevant discipline.
- An official transcript.
- Two(2) referee reports.
- Depending on additional requirements may include relevant work experience, an Entrance Examination, or an Interview.

Graduation Requirements

For graduation, students must pass all courses, achieve a minimum CGPA of 2.0, and be in good standing.



MASTER OF PHILOSOPHY IN ADMINISTRATION IN HIGHER EDUCATION

Programme Overview

The MPhil program is designed to equip graduates with technical capacity to appraise and diagnose educational issues, and research capacities in Higher Education Administration, and improve their knowledge, skills, and aptitudes in administering higher education institutions. Specific objectives include providing relevant knowledge in the field, building practical skills for interventions, and developing research capabilities, addressing a persistent national and sub-regional demand.

Programme Structure

The two-year program is composed of Core Courses covering Academic Writing, Research Methods, Theories and Practices of Higher Education Administration, Contemporary Issues, Educational Policy Analysis, Human Resource Management, Administrative Law, and Quality Assurance. Students also select from Elective Courses such as Economics of Education, Statistics, Management Operations, Curriculum Development, and Educational Leadership. A mandatory Internship Program provides practical experience in higher education administration. For students with relevant prior work experience, the internship requirement may be fulfilled by submitting a portfolio demonstrating equivalent practical application and competencies.

Admission Requirements

Admission into this Program requires:

- A good first degree (at least a Second-Class Lower Division) in a relevant discipline from a recognised university.
- Applicants with non-research master's degrees in education or related fields may be considered for direct admission into the second year, with a potential requirement to audit other courses.
- An official transcript.
- Two(2) referee reports.
- A 2-3 page research proposal.
- Depending on the applicant's background, additional requirements may include relevant work experience, an Entrance Examination, or an Interview.

Progression and Graduation Requirements

Student performance is assessed through various methods, including rubrics, performance-based assessments, portfolios, self and peer-assessment, examinations, term papers, reflection journals, and analogies. Progression to the second year is contingent on passing all first-year courses with a cumulative grade point average (CGPA) of at least 2.5 in coursework is required, alongside the successful completion and oral defence (viva voce) of the MPhil thesis, which is graded pass or fail (below 60% constitutes a fail).





MASTER OF EDUCATION IN ADMINISTRATION IN HIGHER EDUCATION

Programme Overview

The M.Ed in Administration in Higher Education is designed to address the increasing national demand for skilled professionals in higher education administration. The program aims to equip participants with the technical knowledge and practical expertise needed to appraise, diagnose, and implement effective interventions in the administration of higher education institutions. Participants gain a strong foundation in administrative practices, develop essential skills, and acquire the capacity to apply practical solutions in their professional roles.

Programme Structure

This part-time, two-semester program across two calendar years features a comprehensive curriculum, including core courses such as Educational Research Methods, Higher Education Administration: Theories and Practice, Educational Policy Analysis, Human Resource Development and Management, Student Affairs Administration, Quality Assurance and Management, Administrative Law, Management Operations, and Economics in Education. A mandatory Internship Program provides practical experience in higher education administration. For students with relevant prior work experience, the internship requirement may be fulfilled by submitting a portfolio demonstrating equivalent practical application and competencies.

Admission Requirements

Applicants need:

- A first degree with at least a pass in a relevant discipline.
- An official transcript.
- Two (2) referee reports.
- Additional requirements may include relevant work experience, an entrance examination, or an Interview.

Graduation Requirements

For graduation, students must pass all courses, achieve a minimum CGPA of 2.0 and be in good standing.



FACULTY



Prof. Marie Afua Baah Bakah
Associate Professor

University of Twente, Enschede, 2011
The Netherlands

Curriculum Review, Curriculum Implementation, Collaborative Curriculum Design, Teacher Professional Development, Supervision of Teaching and Learning, School Leadership and Teaching and Learning Resource Utilization.

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Prof. Michael Boakye-Yiadom
Associate Professor

Ohio University, USA, 2012
PhD (Administration in Higher Education and Student Affairs)

Higher Education Leadership; Institutional Development; Student Affairs as a profession in African universities; Gender, Equity, and Social Inclusion in Higher Education; Service-Learning Experience in Higher Education; International and Comparative Issues in Higher Education

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HOW TO APPLY

Admission process for local students

Applicants should obtain a postgraduate e-voucher from designated vendors or Use any of the short codes below to purchase postgraduate e-voucher:
*772*40# Or *966*3*555#

Steps:

1. Go to the UCC application portal
<https://apply.ucc.edu.gh/>
2. Log in using the voucher's serial number and PIN to continue the process.

The following designated vendors:



Admission Process for International Students

Prospective applicants should visit the Office of International Relations website
<https://international.ucc.edu.gh/getting-started> and follow the application process for either degree-seeking or exchange students.

ACADEMIC FEES

For the 2026/2027 academic year, applicants are hereby informed that the following tentative academic fees shall apply:

Program	Fees for Ghanaian Students	Fees for International Students
MPhil Administration in Higher Education	¢ 7,800.00	\$4,826.00
MPhil Educational Leadership	¢ 7,800.00	\$4,826.00
MPhil Educational Administration	¢ 7,800.00	\$4,826.00
MPhil Educational Planning	¢ 7,800.00	\$4,826.00
PhD Educational Leadership	¢ 8,884.00	\$6,459.00
PhD Educational Planning	¢ 8,884.00	\$6,459.00
M.Ed Educational Planning (Sandwich)	¢ 7,800.00	\$4,826.00
M.Ed Educational Leadership (Sandwich)	¢ 7,800.00	\$4,826.00
M.Ed Administration in Higher Education (Sandwich)	¢ 7,800.00	\$4,826.00
M.Ed Educational Administration (Sandwich)	¢ 7,800.00	\$4,826.00

ACADEMIC FEES

For the 2026/2027 academic year, applicants are hereby informed that the following tentative academic fees shall apply:

Program	Fees for Ghanaian Students	Fees for International Students
M.Ed in Professional Education Leadership Qualification	¢ 7,800.00	\$4,826.00
Postgraduate Diploma in Professional Education Leadership Qualification	¢ 7,800.00	\$4,826.00
Postgraduate Certificate in Professional Education Leadership Qualification	¢ 7,800.00	\$4,826.00

Academic Fees differ from year to year. Kindly contact us for the up-to-date schedule of fees.

ACADEMIC FEES

For the 2026/2027 academic year, students can expect to pay the following academic fees:

Program	Fees for Ghanaian Students	Fees for International Students
M.Ed in Professional Education Leadership Qualification	¢ 7,800.00	\$4,826.00
Postgraduate Diploma in Professional Education Leadership Qualification	¢2,375.00 per Module	\$207.60
Postgraduate Certificate in Professional Education Leadership Qualification	¢2,375.00 per Module	\$207.60

Academic Fees differ from year to year. Kindly contact us for the up-to-date schedule of fees.

CONTACT US

For academic inquiries, research collaborations, or information regarding our Programs and initiatives, please connect with us:

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Stay Connected



Our website, <http://iepa.ucc.edu.gh>, serves as a central hub for information about our Programs, research, and upcoming events.



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