

TRUMAN STATE UNIVERSITY

APPLICATION FOR ADMISSION TO THE Master of Arts in Education Program

1. Complete the following “Master of Arts in Education Program” application with your computer BEFORE printing and returning to the Graduate Office, MC 203.
2. Complete the “Graduate Application for Admission” and return to the Graduate Office.
3. Have official transcripts from all colleges and universities attended, that are not currently on file on Truman State University, sent to the Graduate Office.
4. Graduate Record Examination-General (GRE) Scores must be received in the Graduate Office by the application deadline. (Contact the Assessment and Testing Officer for details)
5. Have at least three letters of recommendation, which reflect your potential to succeed in graduate school and as a future teacher, sent to the Graduate Office, MC 203. (Professional Relationship)
6. Your file MUST be complete by the specified deadline in order to be considered for admission. Incomplete files will be placed on hold and be considered at the next admission date.
7. MAE English applicants must submit a portfolio. For more details and requirements in other areas, check with the Graduate Office.

APPLICATION DEADLINE

Prior to admission to the MAE, you should meet with your certification analyst and a faculty member in your MAE specialty area to ensure clarity regarding requirements for applications. Completed applications submitted by the first of the months of September, October, November, February, March, or April will be sent to the specialty areas for action during those months.

GRADUATE OFFICE
McClain Hall 203
Truman State University
100 E. Normal St.
Kirksville, MO 63501-4221
(660) 785 – 4109

Previous Experiences and Activities: For items 1, 2, 3, and 4: list items chronologically, beginning with the most recent. Include high school and college. (An additional page may be added if the space below is inadequate.)

1. School-Related Activities and Honors (participation, offices held, awards received, etc.)

Organizations	City, State	Responsibilities	Dates
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2. Previous Work Experience

Organizations	City, State	Responsibilities	Dates
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3. Community Activities (church activities, work with children, etc.)

Organizations	City, State	Responsibilities	Dates
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4. Personal Interests and Relevant Experiences (other areas not previously mentioned that are pertinent to a description of yourself and your experiences, i.e. travel, hobbies, recreational activities, readings interests, etc.)

Name: _____

Personal Statement (Type a detailed statement relating the experiences most strongly reinforcing your interest in pursuing the Master of Arts in Education and a career in teaching).
