Dual Language and Immersion
Application Checklist: Master’s of Education, Initial Elementary Teaching License

Required Documents for application

☐ Transcripts
  • Submit all unofficial transcripts from all previous institutions. If admitted, you will need official transcripts.
  • A Bachelor’s degree from an accredited U.S. institution, or a comparable degree from a recognized college or university in another country, is required.
  • 2.80 GPA is required for full acceptance. Special review will be given to applicants with a GPA less than 2.80.

☐ Resume
  • Highlight experiences and achievements working with children and youth
  • Highlight experiences working in an immersion context.

☐ Essay
  • Describe your reasons for wanting to teach k-6 elementary in an immersion language other than English. What personal and professional experiences have you had that will contribute to your growth as a teacher?
  • No longer than 3 pages. Standard font-size. Double-spaced. Include your name at the top of each page.

☐ Letter of recommendation
  • Ask someone who can speak to your experience working with children and/or youth. If you work in a school already, the contact you provide should be a supervisor or principal.
  • When you apply, list the name and email of your recommender. We will email them with instructions on how to submit their letter into the UMN application system.

☐ (Optional) Extenuating circumstances statement
  • This is not required.
  • Only submit this if there is something on your transcript that does not accurately reflect who you are as a student (such as an unusually low GPA).
  • No more than 500 words documenting unusual circumstances or hardships you have faced and the ways in which you have overcome or responded to them.

Note- GRE is not required
International Students Additional Information

- TOEFL, IELTS or MELAB TOEFL
  - Required for non-native English speakers: institutional code: 6874.
  - IELTS and MELAB scores must be received directly from the testing center.
  - More information

- Official evaluation of transcript by a NACES-approved member.
  - You must get a NACES-approved member organization to complete a course-by-course evaluation of your transcript
  - Send to:
    Multiple Pathways to Teaching
    c/o Foreign Transcript Evaluations
    Wulling Hall, 210
    86 Pleasant St. SE
    Minneapolis, MN 55455

Fees

- $75 for U.S. applicants
- $95 for international students