

Department of Curriculum and Instruction

Application Checklist: Master's of Education, Initial Teaching License

Required Documents for application

Transcripts

- Submit all unofficial transcripts from all previous institutions. Once 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.

Essay

- Describe the world you come from--for example, your family, community or school. Tell us about a time when your worldview has informed and/or been challenged by working with children | youth.
- Reflecting on this and other experiences, how do you hope to grow as a reflective teacher through our program?
- *No longer than 5 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, or who can vouch for your commitment to educational equity.
- *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 if there is something on your transcript that does not accurately reflect who you are as a student.
- 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:

Department of Curriculum & Instruction
c/o Foreign Transcript Evaluations
Peik Hall, 125
159 Pillsbury Dr. SE
Minneapolis, MN 55455

Fees

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