MA+ Teacher Licensure Program

Application Instructions
We are excited that you are ready to pursue a career in education! This document will walk you through the process of applying to the MA+ teacher licensure program. Please review each of the sections carefully to ensure your application is complete and submitted by the deadline. Keep in mind that some requirements will take longer than others to fulfill. Also, satisfying the minimum application criteria does not guarantee admission. Please plan accordingly.

International Applicants
International applicants must have a United States Social Security Number before they are eligible to apply. The Colorado Department of Education requires a Social Security Number in order to be licensed to teach in the state of Colorado.

Application Deadlines
All application materials must be submitted by 11:59 pm on the final deadline date in order to be considered for admission.

Fall start – January 10th

Admission Criteria
To be eligible to apply for admission to the MA+ program, applicants must meet all of the requirements below. Please note, satisfying the minimum criteria does not guarantee acceptance.

- Hold a bachelor’s degree from an accredited institution of higher education, or will by the first day of classes for the term applied.
- Minimum of 3.0 GPA (on 4.0 scale) cumulatively among all institutions attended. Applicants must also have a 3.0 GPA in all content area coursework.
- A minimum of 25 clock hours of satisfactory, age-appropriate youth experience.

Required Application Materials
- Online Application
- Unofficial Transcripts
- Three (3) letters of recommendation
- Personal Statement
- 25 hours of verified Youth Experience in addition to the three (3) letters of recommendation

Please note, GRE Scores are not required for the MA+ program

Complete MA+ Application
Please follow the instructions within the application and upload required documents.
Please go to https://grad.apply.colorado.edu/apply/
Choose first time user and create an account and follow the directions.
Once logged in, choose start new application
Complete Personal Background section to move on to other parts of the application
Under program details choose:

- Department/Program – Curriculum and Instruction
- Degree – Curriculum and Instruction MA
- Entry Term – Fall 2018. Applying for other terms will either delay your review or prevent your application from being reviewed.

Submit Unofficial Transcripts to CU Boulder
For review and decision purposes you are required to upload an unofficial copy of your transcript(s) in the online application. We require one copy of the scanned transcript from each undergraduate and graduate institution that you have attended. This includes community colleges, summer sessions, and extension programs. While credits from one institution may appear on the transcript of a second institution, unofficial transcripts must be submitted from each institution, regardless of the length of attendance, and whether or not courses were completed. Failure to list and submit transcripts from all institutions previously attended is considered to be a violation of academic ethics and may result in the cancellation of your admission or dismissal from the university.

Only after you are recommended for admission, will you need to provide official transcripts. Official Transcripts must be submitted by July 1st.

Instructions for Uploading Unofficial Transcripts to Your Application
Electronic Transcripts (unofficial and official) being send directly from your institution to the University of Colorado Boulder may be submitted to gradprocessing@colorado.edu

For international transcripts, you must provide the CU Boulder School of Education a printed course-by-course transcript equivalency report provided by a member of the National Association of Credential Evaluation Services (NACES). You may find a NACES member by visiting http://naces.org/. You may have the copies sent to yourself and submit one copy to the School of Education by mail or email. Please contact the School of Education at 303-492-6555 or edadvise@colorado.edu if you have questions about this requirement.
Submit Three (3) letters of Recommendation
The MA+ Application for Admission allows you to have letters of recommendation submitted electronically. To do so, provide the name and e-mail address of your recommenders in the application.

- We will accept letters from various sources:
  - If possible letters should come from college-level instructors who can speak to your academic competencies.
  - As a final option, letters may be written by an employer who can provide anecdotal evidence regarding: your written and oral communication skills, analytical reasoning, and/or the ability to read complex material. You should only obtain letters from an employer as a last option.
- We will not accept letters from a neighbor, friend, or relative.
- Letters of recommendation may not count towards the youth experience requirement. Youth Experience Verifications must be submitted as an additional application item.
- Important: If you choose to have recommendations submitted electronically, your recommenders will receive an automated e-mail requesting their letter after you have submitted the online application. You must submit the application prior to the deadline to allow your recommenders time to write and upload their letter.

Personal statement
The personal statement must be uploaded with your application when you apply. Your statement should be 1000 words and should address each of the following:

- Why do you want to become a (level/subject) teacher and why now?
- Description of a powerful learning experience in your life and how it might inform your own teaching in the future.
- Reflection on personal strengths (e.g. intellectual passion, academic abilities, disposition to work with youth and professional colleagues) and lived experiences that you will build upon to reach and teach all learners.

Youth Experience Verification
All applicants must submit documentation of 25 clock hours of age-appropriate youth interaction (Elementary: ages 5-12, Secondary: ages 11-18). The experience may be completed up to five (5) years prior to the term of enrollment. Experiences may be completed on a paid or volunteer basis. Hours may be documented on the Youth Experience Form and may not count at a letter of recommendation.

There are a number of ways to satisfy the youth experience requirement from tutoring, working with after school programs, summer camps, to coaching (and many others). Activities should be participatory, not observational. We do not accept any form of peer counseling performed in high school, any experiences supervised by a friend or relative, any experience involving your own children, child relatives, or a friend’s children.
Submitting Materials
The MA+ Application for Admission and Personal Statement must be submitted electronically. Electronic submissions of recommendations are preferred. Remember, if you are having letters of recommendation submitted electronically, you need to submit your application earlier than the deadline.

Any materials not submitted electronically (i.e. transcripts, Youth Experience Verification Forms, or recommendations submitted on paper) must be mailed to:

Graduate Admissions
University of Colorado Boulder
3100 Marine St Suite A122
553 UCB
Boulder, CO 80309-0553 USA

Admission Decisions
Admission decisions are typically distributed eight weeks after the application deadline. The School of Education will send your official admission decision via e-mail. Please continue to check the e-mail account you provided on your application.

Questions
If you have questions about any of the instructions above, please contact the Office of Student Services in the School of Education. E-Mail: edadvise@colorado.edu Phone: (303) 492-6555