



Department of Teaching and Learning Supplemental Application Form

For the Department of Teaching and Learning, this form requests information in addition to that required by the Graduate School. The faculty uses this information in the admission and advising process. The PRIORITY deadline for submitting a complete application for the doctoral program is December 1st for summer/fall admission. In addition, the deadlines for the master programs are January 10th for summer/fall admission and July 1st for spring admission. Although late applications may be considered, the department cannot guarantee an admission decision will be made prior to the start of the semester for which you apply.

Note: The MIT program has a separate application packet. Please contact us or visit our website for more information and the priority deadline.

Submit Items 1-8 with your WSU Graduate School application with your College.Net Application or send directly to the WSU Graduate School (gradschool@wsu.edu).

- 1. Graduate School Application**, available online at <https://gradschool.wsu.edu/FutureStudents/Apply.html>
 - \$75 application fee paid with credit card when submitting on-line application
- 2. Current resume or vita.**
- 3. Letter of Intent:** The letter of intent must include: (1) the reason for pursuing a graduate degree, (2) a description of teaching or other life experience that relates to graduate study, (3) a commitment to scholarship or professional development, (4) a specific research or inquiry interest, (5) the unique perspective you would bring to the graduate program, and, if applying for an assistantship, (6) why you would be an effective teacher at the college level.
- 4. Academic writing sample (all doctoral applicants and thesis Special Education applicants).** This writing sample must be a formal, academic writing sample such as a thesis or paper.
- 5. Copy of official Graduate Record Exam (GRE) scores**
 - Only required for doctoral applicants to the Special Education doctorate program
- 6. Three letters of reference** as described on the supplemental information form.
The three letters of recommendation (submitted as part of the online Graduate School application) must address your (1) interpersonal skills, (2) scholarship, (3) experience with children or youth, and (4) facility with written, oral, and interpersonal communication. In addition, if applying for a teaching assistantship, one of the letters must also address your effectiveness as a teacher.
- 7. OFFICIAL transcripts from any colleges/universities:**
 - Where any degrees have been granted or are expected.
 - That show the last 60-graded semester (90 quarter) credits of course work
 - That show graded graduate level work (including doctoral) taken after the bachelor's degree.
 - Unofficial copies may be uploaded with your Graduate School application, if you are admitted you will be required to submit official copies.
 - Official Transcripts are those sent directly by the college/university the student attended to the WSU Graduate School in Pullman. Transcripts that are not sent directly from the Registrar of the school attended to the WSU Graduate School are NOT considered official. Transcripts issued directly to students in sealed envelope are NOT considered official.
 - **WSU Transcripts are NOT required for coursework taken at WSU.**

8. **International Students** must meet the university's English proficiency and funding requirements. Please view the current requirements on the Graduate School's – International Student Requirements page <https://gradschool.wsu.edu/international-requirements/>.
9. **Submit the following items (10 and if applicable item 11) as email attachments to your primary campus of enrollment as noted below:**

Washington State University-
Pullman and Global
Office of Graduate Studies
College of Education
Cleveland Hall 70
PO Box 642114
Pullman, WA 99164
Phone: 509.335.7016
Email: gradstudies@wsu.edu

Washington State University-**Tri-Cities**
College of Education
Niamh O'Leary
2710 Crimson Way
Richland, WA 99354-1671
Phone: 509.372.7394
Email: niamh.oleary@wsu.edu

Washington State University-**Spokane**
College of Education
Carmen Beck
PO Box 1495
Spokane, WA 99210-1495
Phone: 509.358.7942
Email: carmen.beck@wsu.edu

Washington State University-**Vancouver**
College of Education
Jennifer Gallagher
Undergraduate (VUB) 308
Vancouver, WA 98686
Phone: 360.546.9075
Email: j.gallagher@wsu.edu

10. **Completed Supplemental Application Form (below)**
11. **Copies of currently held education certificates**



Department of Teaching and Learning Supplemental Application Form

Submit the following to your primary campus of enrollment (see item 9 – from the previous page for email address)

Yes! I have applied to Washington State University WSU ID# _____

GENERAL INFORMATION

Name (in full): (Last) (First) (Middle)

Mailing Address: Street City State Zip Country

Telephone: Home Cell Work

E-mail (required): _____

PROGRAM AND ENDORSEMENT INFORMATION

Please check the appropriate box to indicate the degree, campus and your principal field of interest:

Table with columns: Program, Degree, Pullman, Spokane, TriCities, Vancouver, Global. Rows include Cultural Studies and Social Thought in Education, Curriculum and Instruction, Language, Literacy, and Technology Education, Math & Science Education, and Special Education.

Semester you plan to begin the program: Fall Spring Summer Year: _____

If you will also be seeking an endorsement*, please indicate which endorsement: _____

*Note: Program course credits also may be used to meet continued certification requirements, lead to a Reading, Bilingual, Special Education, Middle Level Math, and/or ELL Endorsement as well as be used to fulfill the Professional Certification Requirements.

EDUCATIONAL EXPERIENCE

Bachelor Degree (list any additional undergraduate education/degree on a separate page)

Institution: _____ City: _____ State: _____
Degree: B.A. B.S. Other: _____ Major: _____
Date Earned: _____ (specify) _____

Graduate Degree (list any additional graduate education/degree on a separate page)

Institution: _____ City: _____ State: _____
Degree: M.A. M.Ed. Other: _____ Specialization: _____
Date Earned: _____ (specify) _____

WORK EXPERIENCE

List specific teaching experience that relates to your degree plans:

Place	Principal/Supervisor	Dates	Grade(s)/Subject(s)

Please list other professional experience that relates to your degree plans:

Place	Supervisor	Dates	Position/Dates

ASSISTANTSHIP INFORMATION

Are you applying for an assistantship? NO YES
If you are applying for an assistantship, please discuss with your advisor the requirements once you admission is complete.

Signature _____
Date

Please note: All application and supplemental materials should be received before the priority deadline but no later than January 10th for fall or July 1st for spring cutoff dates in order for candidate to be considered for the priority application deadlines and potential scholarships. Meeting application submission deadlines is especially important for any International Applicants who require immigration documentation.

Follow up with your primary campus of enrollment to make sure they have received all of your application materials or if you have questions.