



The Master in Teaching application has two completely separate parts: (1) Graduate School application and (2) College of Education application. Please attend to both parts with care and consideration.

The priority deadline is November 15. Your application is not complete until every aspect (including letters of references) are received. While applications will be considered on a space available until April 1st, we cannot guarantee a timely response or decision for late applications.

### 1. WSU Graduate School Application

- Web link: <https://www.applyweb.com/wsugrad/index.ftl>
- \$75 application fee (paid with credit card)
- Current resume (or vita)**
- Three letters of reference**
  - Letters are submitted online as part of the Graduate School application
  - Letters should address your interpersonal skills and experience teaching/mentoring youth
  - The best letters are from educators who have seen you interact with youth/children
- Official transcripts from any colleges/universities**
  - Transcripts are not required for WSU coursework
  - Unofficial copies are acceptable, but official copies will be required if you are accepted
  - Transcripts are required where degrees have been granted (or expected) or where graduate level work has been taken
  - Transcripts are required for last 60-graded semester credits (90 quarter credits)

### 2. College of Education application

- Supplemental Application (see pg. 2)
- Personal Commitment and Relevant Experiences Essays (see p. 2)
- Professional/Volunteer Experiences (see p. 3)
- Email all documents for Pullman campus to [gradstudies@wsu.edu](mailto:gradstudies@wsu.edu) for Pullman campus or [carmen.beck@wsu.edu](mailto:carmen.beck@wsu.edu) for Spokane campus.

#### Pullman Campus:

- **If you have questions about the application process, please email [gradstudies@wsu.edu](mailto:gradstudies@wsu.edu) or call Kelly McGovern at 509-335-9195.**
- **If you have questions about the Pullman MIT program, please contact Kelly Puzio, [kelly.puzio@wsu.edu](mailto:kelly.puzio@wsu.edu).**

#### Spokane Campus:

- **If you have questions about the application process, please email, [carmen.beck@wsu.edu](mailto:carmen.beck@wsu.edu) or call Carmen Beck at 509-358-7942.**
- **If you have questions about the Spokane MIT program, please contact Ashley Segadelli, [ashley.segadelli@wsu.edu](mailto:ashley.segadelli@wsu.edu).**

**Washington State University - College of Education  
Pullman and Spokane Campus - Master in Teaching Application**

Name (Last, First Middle Initial): \_\_\_\_\_

Mailing Address, City, State, ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_

Personal email: \_\_\_\_\_ WSU email (if available): \_\_\_\_\_

Program Interest:

Elementary (K-8) \_\_\_\_\_

Secondary (High School) \_\_\_\_\_ Content Area(s): \_\_\_\_\_

Start year: \_\_\_\_\_ Campus: \_\_\_\_\_

Have you previously attended WSU?: \_\_\_\_\_ WSU Student ID Number (if available): \_\_\_\_\_

List all post-secondary institutions that you have attended (include degrees awarded):

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

**BASIC SKILLS KNOWLEDGE REQUIREMENTS**

Washington requires that all prospective teachers show evidence of basic skills in Reading, Writing, and Mathematics. Basic skills proficiency is required in all three areas prior to admission to any of our teacher preparation programs. Basic skills can be met by one of the following or a combination:

- Taking the WEST-B Exam ([www.west.nesinc.com](http://www.west.nesinc.com)), OR
- Providing Official transcripts with SAT or ACT scores in Reading, Writing and Mathematics, OR
- Out-of-State post-baccalaureate and master's level applicants may provide out-of-state basic skills exam scores to meet this requirement.

**Date of Basic Skills (West-B/SAT/ACT) (completed or planned):** \_\_\_\_\_

**PERSONAL COMMITMENT AND RELEVANT EXPERIENCES STATEMENT**

In 3 separate essays, introduce yourself to the faculty committee who is reviewing your application. Your combined statements should not exceed 5 typed pages (double-spaced, 12-point font, 1 inch margins). Please include the prompt above each response. If you have demonstrated leadership or initiative, please highlight that in one of your responses.

1. **Personal commitment to teaching:** Why do you want to be a teacher? Describe your commitment to the teaching profession and/or children.
2. **Educational experiences:** How have you contributed to the learning or development of others? This might include formal or informal learning, along with social and community organizations.
3. **Experiences with diverse individuals and communities:** Describe an experience with an individual (or community) that was different from you. How did this experience change or alter your perceptions?

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**PROFESSIONAL and/or VOLUNTEER EXPERIENCES**

NAME (Last, First Middle Initial): \_\_\_\_\_

List any experiences relevant to teaching or learning. This could include working with children, youth, and/or adults. If you would like to include more than three (3) experiences, please copy and paste the information below.

**Acceptable:** Classroom Volunteer, Coaching, WSU Literacy Corps, Freshman Seminar Facilitator, Camp Counselor, Girl/Boy Scouts, Tutoring, Campfire, 4-H, Youth Groups, Paraprofessional, etc.

**Unacceptable:** Babysitting, Nanny, Older Brother/Sister

**Experience #1**

Name of organization: \_\_\_\_\_

Dates: \_\_\_\_\_

Grade level (Pre-K, K-8, Grade 9-12, Adults): \_\_\_\_\_

Total Hours: \_\_\_\_\_

Supervisor's Name/Phone/Email: \_\_\_\_\_

Your Position/Role/Title: \_\_\_\_\_

Brief description of responsibilities: \_\_\_\_\_

Brief description of learners and/or community: \_\_\_\_\_

**Experience #2**

Name of organization: \_\_\_\_\_

Dates: \_\_\_\_\_

Grade level (Pre-K, K-8, Grade 9-12, Adults): \_\_\_\_\_

Total Hours: \_\_\_\_\_

Supervisor's Name/Phone/Email: \_\_\_\_\_

Your Position/Role/Title: \_\_\_\_\_

Brief description of responsibilities: \_\_\_\_\_

Brief description of learners and/or community: \_\_\_\_\_

**Experience #3**

Name of organization: \_\_\_\_\_

Dates: \_\_\_\_\_

Grade level (Pre-K, K-8, Grade 9-12, Adults): \_\_\_\_\_

Total Hours: \_\_\_\_\_

Supervisor's Name/Phone/Email: \_\_\_\_\_

Your Position/Role/Title: \_\_\_\_\_

Brief description of responsibilities: \_\_\_\_\_

Brief description of learners and/or community: \_\_\_\_\_

**Washington State University - College of Education  
Pullman and Spokane Campus - Master in Teaching Application**

**CONTENT KNOWLEDGE REQUIREMENTS**

Washington requires that all prospective teachers show evidence of content knowledge at their intended level of certification of Elementary or Secondary. Passing scores demonstrate the candidate has the necessary content knowledge adopted by the Washington Professional Educator Standards Board. Content examination scores should be received **no later than April 1<sup>st</sup>** to meet admission requirements.

**ELEMENTARY:** Applicants to the Elementary MIT program must pass both the Elementary NES subtests 1 and 2 prior to admission. ([Elementary NES Exam Information](#))

**Date of Elementary NES exam (completed or planned):** \_\_\_\_\_

**SECONDARY:** Applicants to the Secondary MIT Program must pass the content exam in their endorsement area prior to admission. ([Secondary NES Exam Information](#))

**Date of Content Exam Primary area (completed or planned):** \_\_\_\_\_

**Date of Content Exam Secondary area (completed or planned):** \_\_\_\_\_

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**Important Information for MIT Applicants**

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*To protect the children in Washington Public schools, all newly admitted students must complete a full background check. The background clearance is a two-part process consisting of submitting a fingerprint records check through the Washington State Patrol (WSP) and FBI and applying for a pre-residency clearance certificate through the Office of the Superintendent of Public Instruction (OSPI). Upon admission to the MIT program, candidates will receive all of the necessary paperwork and fingerprinting information for clearance. Listed below are conditions that automatically prevent an applicant from being awarded a teaching certificate in the State of Washington.*

**Automatic Denials for Certification**

Convictions, including guilty pleas, involving any of the following:

1. Physical neglect of a child under chapter 9A.42 RCW
2. Physical injury or death of a child under chapter 9A.32 or 9A.36 RCW (except motor vehicle violations under chapter 46.61 RCW)
3. Sexual exploitation of a child under chapter 9.68A RCW
4. Sexual offenses under chapter 9A.44RCW where a minor is the victim
5. Promoting prostitution of a minor child under chapter 9A.88 RCW
6. Sale or purchase of a minor child under 9A.64.030 RCW
7. Violations of similar laws to the above in another jurisdiction

Washington State University subscribes to the principles and laws of the State of Washington and the federal government, including applicable Executive Orders, pertaining to civil rights, equal opportunity, and Affirmative Action. Washington State University policy prohibits discrimination on the basis of race, sex, including sexual harassment, religion, age, color, creed, national or ethnic origin, physical, mental, or sensory disability, marital status, sexual orientation, and status as a Vietnam-era or disabled veteran in the recruitment and admission of students, the recruitment, employment and retention of faculty and staff, and the operation of all University programs, activities, and services. Evidence of practices that are inconsistent with this policy should be reported to the Director, Center for Human Rights, French Administration Building, Room 225, (509) 335-8288.