

EDUCATIONAL LEADERSHIP PROGRAM

Graduate Studies Application *Masters (M.Ed.)*

Admission to the master's program is available year-round

New Admit _____ Readmit _____ Requested Term/Year (Master's): _____/20_____

1. Social Security Number _____ Date of Birth _____

2. Name _____ Male _____ Female _____

3. Address _____
Street City State Zip

4. Work Phone _____ Home Phone _____

Cell _____

Email _____

5. Education: List most recent first

Name & Location of College/University	Dates Attended		Major	Minor	Degree Title	Date Received (mo/yr)	GPA
	From	To					

List all other colleges/universities on separate page.

6. Approximate total number of graduate units earned in Education to date _____

7. List all professional organization memberships _____

8. Education employment

Beginning with your present position, record your professional education employment and services for the last ten years. Attach a separate page if you need additional space.

Employer

Position Title

Duties

9. Other employment

If you do not have an education career history, record your employment and services for the last ten years. Include military service. Attach a separate page if you need additional space.

Employer

Position Title

Duties

10. Leadership Experience

List and describe any previous administrative/management/supervisory/leadership experience.

15. Professional References

A. Endorsement from Supervisor (required)

A specific, detailed statement from your supervisor endorsing your candidacy based on personal observations of your leadership skills. This letter should address:

- Specific, detailed example(s) of prior leadership performance
- A written assessment of person/interpersonal skills with specific reference to leadership skills such as planning, conflict resolution, work with groups, etc.

B. Endorsement from a College/University Professor (**required**)

A specific, detailed statement from a current or former professor discussing your ability to be successful in a graduate program

C. Endorsement from a Colleague (**optional**)

A specific, detailed statement from one of your colleagues endorsing your candidacy based on his or her personal observation of your leadership skills.

It is your responsibility to obtain these endorsement letters in sealed envelopes only. No electronic letters will be accepted. Placement files will not be accepted.

16. A current vita / résumé (**required**)

17. Personal Statement (**required**)

Briefly describe (1 – 2 pages) your career goals and why you wish to earn a degree in Educational Leadership.

The Family Educational Rights and Privacy Act of 1974 opens many students' records for the student's inspection. The law also permits the students to sign a waiver relinquishing his/her rights to inspect letters of recommendation. The applicant's signature below constitutes a waiver signifying that the recommendation will remain **CONFIDENTIAL**: no signature means the student will have the right to read this reference.

Signature_____ Date_____

The University of Arizona is an EEO/AA institution and does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, or veteran's status in its admissions, employment, educational programs or activities. University policy also extends protection to persons based on sexual orientation. Inquiries may be referred to Equal Opportunity and Affirmative Action Office, The University of Arizona, PO Box 210158, Tucson, AZ 85721-0158, (520) 621-9449.

