

How to Apply

Weber State University and Master of Education Admission

Admission to Weber State University and the Master of Education program are completed jointly through an on-line application process. Students desiring admittance into the Master of Education program are evaluated on a weighted criterion in four areas: GPA, writing sample, interview, and three forms of recommendation. More detailed information on the weighted criterion is found in the Student Handbook on the MED website.

The following are deadlines for admission to the Master of Education program by semester: September 15 for spring semester, January 15 for summer and fall semesters.

Grade Point Average

Minimum student GPA is 3.0 cumulative or calculated using the last 60 semester hours or 90 quarter hours of approved undergraduate/graduate coursework. Students with calculated GPA's between 3.0 and 3.24 can submit Miller's Analogies Test (MAT) scores with a minimum of 400 or Graduate Record Examination (GRE) scores with minimum 480 each on the Verbal and Quantitative Reasoning, and 5.0 (73) on the Analytical Writing portion. Call the WSU Testing Center (801) 626-6803 for test information on the MAT. Information for the GRE can be found at <http://www.ets.org/gre>. Register for the GRE on-line and this test is taken on-line. A fee is required for both tests. The MAT and the GRE may be repeated once.

Teaching Licensure

It is recommended, but not required, applicants for the MEd program complete one year of full-time post-baccalaureate professional teaching prior to applying to the program. Indicate on the application form if you are licensed to teach. Provide a copy of the teaching certificate to the MEd secretary.

For candidates seeking licensure, there are three different tracks within the MEd program for gaining licensure. They include Elementary, Secondary, and Special Education. An overview of each of these program tracks is found on this website.

Student Transcript Request

Applicants must request official transcripts, which verify degree(s) received and previous coursework. Each institution should mail the transcript directly to the MEd office: 1306 University Circle, Ogden, Utah 84408-1306. An official transcript bearing a registrar's seal may be delivered by the student, providing the seal is unbroken. A transcript marked "issued to student" is not official. If an institution was attended under a different name, please note the name change on the request form and application. If you graduated from WSU, you must send WSU Records Office a written request that your official transcript be sent to the MEd office. There is no charge for this transcript.

Oral and Writing Proficiency Assessment

When the application form is submitted and when transcripts, recommendations, and required test scores are received by the MEd office, you will be advised by telephone to schedule a writing proficiency assessment and an oral interview with the program director. The purpose of the oral interview (approximately 20-30 minutes) is to demonstrate your communication and interpersonal skills. The purpose of the writing proficiency assessment (plan approximately 60-90 minutes) is to evaluate your ability to communicate through writing. (Note: neither the interview nor the writing proficiency assessment is timed.)

Technology Skills Proficiency Assessment

Applicants for the MEd program or licensure through the MEd program are required to take three skill-based technology proficiency assessments at the time of admission. The technology proficiency assessments cover use of MS Office Suite software (Word, PowerPoint, Excel), Internet proficiency, and email proficiency. The three required assessments will vary in time for completion, depending on your skill level. There is a maximum of 1 hour per test limit.

If the applicant gets a low or deficient technology ability score, the applicant must take the MED 6230 Instructional Technology course within the first two semesters after admission. The applicant must then show proficiency, gain skills, and retake the technology assessments in the areas where the applicant received a low or deficient score. If the applicant receives a medium technology ability score, a recommendation is given to take the MED 6230 course. If the technology ability score indicates high skill levels, then the MED 6230 course is optional but recommended to learn additional technology skills. If the applicant takes MED 6230, it will count as an elective in the candidate's Program of Study.

Prior to the technology proficiency assessments, the applicant may review a list of skills available in the Med Office to determine if he/she is prepared to take the test. If the applicant decides he/she does not have sufficient skills to pass the technology proficiency assessments, the applicant may choose to enroll in the MED 6230 course within two semesters of admission and then take the technology proficiency assessments at completion of the course. MED 6230 can be taken prior to admission to the MEd Program. In addition, the following website includes examples of the kinds of skills assessed in the technology proficiency exam.

The web site is:

<http://faculty.weber.edu/vnapper/tsa/tsainfo.htm>

Recommendation Forms

When completing the on-line application, you will provide the e-mail addresses of three people who have had the opportunity to observe your teaching and would be willing to recommend you as a graduate student. **Please verify all e-mail addresses are accurate.** At least one of the references should be someone in a supervisory position who can verify one year, full-time, postbaccalaureate, professional teaching. If you have not been a teacher, you need to provide the names and e-mail addresses of three people who know your potential as a teacher and are willing to recommend you. Your references and their contact information are listed on the application form. The completed recommendation forms are e-mailed directly to the MEd secretary.

Note to International Applicants-Additional Requirements

Have your transcripts and Bachelor's degree evaluated by a foreign evaluation credential service selected from the agencies listed at the bottom of the page. The Bachelor's degree and each course on the transcript must be evaluated into the equivalent of American credits and letter grades. Contact the selected agency to determine the procedures and fees required for this service. You are responsible for the fees. The evaluated transcript must be sent by the agency directly to the MEd office.

You must also provide verification of a current TOEFL score 550 or higher; IELTS combined band score of 6.0 may also be submitted.

Foreign Credentials Evaluation Services

Contact the agency of your choice to determine procedures and fees required. The agency's report will be accepted by Weber State University at face value.

Educational Credential Evaluators, Inc.
P. O. Box 17499
Milwaukee, WI 53217 (414) 289-3400
E-mail: eval@ece.org

World Education Services
Old Chelsea Station
P O Box 745 (800) 937-3895 or (212) 966-6311
New York City, NY 10011 Website: www.wes.org

Global Credential Evaluators, Inc.
P.O. Box 9203
College Station, TX 77842 (800) 517-4754 Fax: (512) 528-9293
E-mail: gce@gceus.com
Website: www.gcevaluators.com/index.asp

Academic Credentials Evaluation Institute
P.O. Box 6908
Beverly Hills, CA 90212 (800) 234-1597 or (310) 275-3530
Website: www.acei.com

AACRAO Foreign Credentials Evaluation
International Education Service
1 Dupont Circle, NW, Suite 520
Washington, DC 20036-1135 (202) 296-3359 Fax (202) 822-3940
Website: www.aacrao.org/credential