Step 1 Secure graduate admission to the California State University, Los Angeles.

Step 2 Complete the Charter College of Education Application for Admission to a Master’s Degree Program.

Step 3 Attach copies of transcripts.

Step 4 Attach two letters of recommendation from university faculty or professional references.

Step 5 Submit applications with attachments to program adviser at initial meeting to plan your program of studies.

Step 6 Secure approved program plan from adviser.

Step 7 Adviser gives you a copy of program plan and submits original program plan to division chairperson for signature.

Step 8 Division chair approves program plan and forwards the plan to the Associate Dean’s Office for Curriculum and Assessment (KH D2070).

Step 9 Office of Curriculum and Assessment will process change to classified graduate status (G2) which permits registration in restricted courses once all documentation is received.

PLEASE NOTE: If you expect to pursue a credential program at the same time that you are working on a master’s degree, you must complete a separate application for a credential/certificate program. The application is available in the Office of Student Services (KH D2078).

10/01
Conditionally classified status (G1)                              Classified graduate status (G2)

Advancement to candidacy (G3)

Apply for admission to Cal State LA as a graduate student in Education

Complete Charter College of Education application to specific master’s degree program

See a faculty advisor to plan your master’s degree program

Submit your Charter College of Education application to your advisor. Begin coursework.

Meet the writing Proficiency Examination (WPE) requirement during first quarter of enrollment by passing UNIV 400 or submitting petition of equivalency

Complete 16 units of course work listed on your program and apply for advancement to candidacy (KH D2070)

Complete all course work on your program with a minimum B (3.0) GPA and minimum C grades in all courses -No Incompletes-

Pass the comprehensive examination or complete a thesis or project

Apply for graduation one quarter before you graduate

Score of 41 on CBEST writing section satisfies alternative criteria for Writing Proficiency Examination (WPE). Please submit original score report to Office of Student Services (KH D2078).
FOR OFFICE USE ONLY

Last 90 GPA
CSLA GPA
Class. Change
Date

CHARTER COLLEGE OF EDUCATION
California State University, Los Angeles
Application for Admission
MASTER’S DEGREE PROGRAM

TYPE OR PRINT
Name___________________________________,_______________________SS#__________________
(Last) (First) (M.I.)
List other names which may appear on your records:______________________________
Address_________________________________________ ,______________________ ,____________________ _
(Street) (City) (Zip Code)
Telephone (Home) ( ) __________________ (Work) ( ) __________________ email:

This application is for admission to a master’s degree program for: Quarter __________ Year________
Program objective: (See listing of available programs on reverse side of page and select only one)

Admission Status: 
____ Graduate standing at Cal State L.A.
____ Undeclared major or undecided
____ Admitted as postbacalaureate to credential program
____ Transferring from another degree program at CSLA
____ Graduate application to CSLA pending for ______ Quarter

Please Note: Undergraduate students are only eligible for program admission when their degree has been awarded!
Degree(s) held:
BA_____BS______

Major University Date Awarded

MA____MS_____ 

Major University Date Awarded

List credentials/licenses currently held (type and expiration date)____________________________________

If you have been admitted to a CSLA credential program, which are you in?

______________________________________________________ _______________________________________

Other colleges/universities attended and dates of attendance:__________________________________________

Check any of the following tests you have taken (attach copies of score reports if you have them):
CBEST_______NTE_______PRAXIS Subject Assessments_______GRE_______TOEFL_______WPE_______

Attach copies of transcripts from universities attended to this application for faculty advisement in program planning. One official set of transcripts must be on file in the College of Education, Office of Student Services, KH D2078.

I affirm that I own or have ample access to a computer, have an email account, have general knowledge of operation and care of a computer, computer hardware/software, can implement some basic troubleshooting techniques, and have a basic understanding of how to use the internet.

________________________ _________________________________________  _____________________
Signature of Applicant                     Date

This application must be submitted as a complete packet including two letters of recommendation and an approved program plan. Official transcripts of all university work must be on file in the Office of Student Services, KH D2078. Formal admission to the program is contingent upon satisfaction of all admission requirements. For further information, please see the appropriate division office. Also refer to the Charter College of Education Student Advisement Handbook for M.A. Programs and the General Catalog.

PLEASE RETURN COMPLETED PACKET TO YOUR ADVISER

Updated 10/1/01
MASTER'S DEGREE PROGRAMS
CHARTER COLLEGE OF EDUCATION

Master of Arts in Education:
Options in:
   — Bilingual/Multicultural Education in the Elementary Classroom
   — Computer Education and Technology Leadership
   — Curriculum and Instruction in the Urban Elementary School
   — Early Childhood/Primary Education
   — Educational Foundations
   — Mathematics Education
   — Middle and Secondary Curriculum and Instruction
Concentrations in:
   — Practice and Action in the Social Context of Middle and Secondary Urban Schools
   — Crosscultural, Language and Academic Development
   — Content Area Specialization
   — Integrating Critical and Reflective Thinking Throughout the Curriculum
   — Language Arts/Literacy
   — Instructional Technology
   — New Media Design and Production
   — Reading
   — Reading and Language Arts Education in the Elementary Classroom
   — Science Education

Master of Arts in Educational Administration:
Options in:
   — Educational Leadership
   — School Business Administration

Master of Arts in Special Education:
Options in:
   — Autism
   — Early Childhood Education
   — Facilitating Behavior Change
   — Gifted Education
   — Inclusion Facilitator
   — Mild/Moderate Disabilities
   — Moderate/Severe Disabilities
   — Multicultural/Multilingual Special Education
   — Physical and Health Impairments
   — Resource Specialist
   — Transition Studies
   — Visual Impairment and Blindness: Teacher Preparation
   — Visual Impairment and Blindness: Orientation and Mobility
   — Master of Arts in Teaching English to Speakers of Other Languages (TESOL)

Master of Science in Counseling:
Options in:
   — Applied Behavior Analysis
   — Counseling and Educational Leadership
   — Marriage, Family, and Child Counseling
   — Rehabilitation Counseling
   — School Psychology
Answers to the following items will assist faculty adviser in planning your program of studies.

**Employment:** (Please list and describe full- or part-time positions you have held, beginning with your current position). You may attach a resume describing scope, responsibility and function of work experience.

**Extracurricular Activities:** (Please list undergraduate, graduate, or professional activities related to the program you wish to pursue).

**Distinctions, Honors, and Awards (academic and extracurricular):**
Essay: In the space provided below or on a separate sheet of paper write an essay responding to the following questions:

What are the career objectives you expect to achieve five years after graduation from the master’s degree program you are applying to enter, and how do you expect this degree program will prepare you to attain those objectives?
California State University, Los Angeles  
SCHOOL OF EDUCATION  

Letter of Recommendation  

Name of Applicant (typed): _______________________________________________________

The above-named applicant is seeking admission to a professional preparation program that leads to a professional preparation program. Would you please give your opinion of this candidate’s characteristics and potential for success.

1. Ability to perform successfully in advanced study of subject area content and professional education:

   ______ low ______ fair ______ good ______ excellent ______ unable to judge

   Comments: ________________________________________________________________

2. Personal characteristics that indicate potential professional success:

   ______ low ______ fair ______ good ______ excellent ______ unable to judge

   Comments: ________________________________________________________________

3. Professional qualities that indicate ability to work cooperatively and effectively with others:

   ______ low ______ fair ______ good ______ excellent ______ unable to judge

   Comments: ________________________________________________________________

4. Other abilities or characteristics that indicate potential success in advanced study in education as a teacher or other trained professional. (Please list and comment according to your rating of the applicant)

   ________________________________________________________________

   ________________________________________________________________

   ________________________________________________________________

   ________________________________________________________________

   ________________________________________________________________

Signature of Person Recommending  

__________________________

Position/District or Agency  

__________________________

Telephone No. (___)_____________________

(optional)

Please return to student in sealed envelope with your signature across seal. The student will attach the envelope to the application form.

NOTE TO APPLICANT AND PERSON RECOMMENDING APPLICANT:
This recommendation is not confidential and is open to access by the student concerned in accordance with the Family Educational Rights and Privacy Act of 1974.