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**III. ACADEMIC INTENT**

State briefly, but specifically, your reasons for pursuing the proposed certification program or degree.

**IV. RESUME OR VITA**

Attach a resumé or vita that includes the following:

- Name and permanent address.
- Copies of programs for papers read or presentations given at state, regional, national or international conferences.
- Educational Preparation – Degrees earned, dates, granting institutions, and majors.
- Professional certification and licensure – Certificate or licenses, effective dates, granting states.
- Professional experiences – positions held, employing institutions/agencies, location, dates.
- Research and publications.
- Provide complete bibliographic information for published works and copies (print or electronic) of articles and book chapters.
  - Copies (print or electronic) of master’s, EdS or doctoral projects, theses or dissertations.
  - Copies of programs for papers read or presentations given at state, regional, national or international conferences.
  - Copies of title pages of books and major reports.
  - Description of research in progress.
  - Description of research interests.
- Professional activities – memberships in professional/scholarly associations, leadership roles.
- Memberships in professional/scholarly associations, leadership roles.
- Public service and consulting activities – list and document significant activities.

**V. FOR MEd EDUCATION LEADER CANDIDATES ONLY**

Complete an Application Portfolio that includes:

- Application to the Graduate School
- Application for Admission to Graduate Programs in Education

- **Three recommendation forms to be completed by**
  - a) **A building level principal or a school administrator**
  - b) **A superintendent or designee**
  - c) **A university professor**
- **All Official Academic Transcripts**
- **GRE Scores**
- **Evidence of good writing ability:**
  - ❖ **3.5 or greater on the GRE Analytical Section; OR**
  - ❖ **500 or greater on the GRE Verbal Section**
- **Evidence of Level 2 Professional Teaching (LATAAP) or Equivalent**
- **Evidence of a minimum of 3.0 GPA earned in a Master's Degree Program and a minimum of 2.5 GPA earned in a Bachelor's Degree Program (Should be reflected on the Transcripts)**

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**Signature**

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**Date**