



School of Education
We Learn, We Teach, We Inspire

Graduate Application Instructions - Master of Education Program

Application Deadlines are April 1st (summer and fall) and October 1st (spring)

Elementary program admits summer only -- apply before February 15.

Secondary applicants planning to complete the 1-year fast track program -- apply before February 15.

Apply online!

Go to - www.uaf.edu/admissions/apply - to get started

- Set up a new user account or access a previously created account in the UAF Admission Portal
- Complete the online application
- Request official transcripts to be sent to UAF
- Submit supporting documents directly through the Admission Portal

Questions about the UAF Admission Portal? Contact:

Office of Admissions
University of Alaska Fairbanks
PO Box 757480
Fairbanks, AK 99775-7480
(907) 474-7500 (800) 478-1823
admissions@uaf.edu

Submit the following application materials:

- Online Graduate Application
- Official Transcripts from all colleges attended (UA system transcripts are on file already) Note: if you have transfer credit from another university on your degree transcript, UAF requires the original transcript from the institution that awarded the credit.
- Statement of Academic Goals Essay addressing the applicant's motivations, personal characteristics, experience, education and intentions for earning the degree.
- Three letters of reference -- enter reference email addresses in the Admission Portal.
- Professional resume including education, work, volunteer or life experience relevant to the degree.
- GRE scores if undergraduate GPA is below 3.0.

Applicants to the Elementary and Secondary Certification (with M. Ed.) Programs:

Please contact the advisor for selected program for additional application instructions:

Elementary: Kelly Mendez, ksmendez@alaska.edu

Secondary: Amm Charoonsophonsak, dcharoon@alaska.edu

Have questions?

Contact Jane Monahan, Graduate Advisor, UAF School of Education

jmonahan@alaska.edu

907-474-5362

www.uaf.edu/soe



UAF School of Education

Master of Education Program

Statement of Academic Goals

The goals statement should indicate why the candidate is seeking to enter the Master of Education program – the applicant should analyze his or her basic motivations, characteristics, and qualifications and how this may impact their success in the program. The paper should be 4-5 pages in length (double-spaced, Times New Roman font, 1 inch margins) and should include 5 basic components:

- a) Motivations: Explain your reasons for wanting to enter the M. Ed. program. Consider your motivations and describe how they will assist you in realizing your degree completion.
- b) Personal Characteristics: Discuss your personal characteristics and how they may help you in becoming effective in your future career goals.
- c) Experience: Discuss your experiences related to this field including both paid and volunteer work. Describe how this relates to your interest in pursuing this degree.
- d) Education: Describe your educational background and how it may assist you in your educational endeavors throughout the M. Ed. program.
- e) Intentions: Discuss how you intend to use your degree upon completion of the program.

Letters of Recommendation

--Good people to ask: work supervisors, work colleagues, former professors, people you know from volunteer or community work. (Note: letters from family members, even if there is a professional connection, will not be accepted).

--Letters may be addressed to "The M. Ed. Admissions Committee."

--Applicants will enter the email addresses of their references into the UAF Admission Portal.

References will be sent an email by UAF requesting the letter. Please notify your references that an email will be coming from UAF.

--The content of the letters may vary depending on the source:

*Work: Discuss your knowledge of the field, tasks you are able to perform, and your ethical and professional behaviors.

* Academic: Discuss your ability to undertake graduate study and research.

*Character: Discuss your strengths and weaknesses in regard to your dispositions for the field of education.