

APPLICATION INSTRUCTIONS MASTER OF ARTS IN EDUCATION PROGRAM

- EDUCATIONAL TECHNOLOGY ■ MILD/MODERATE EDUCATIONAL NEEDS
- READING ■ SCHOOL LEADERSHIP ■ TEACHING & LEARNING

APPLICATION INSTRUCTIONS

The following credentials are required for applicants seeking a graduate degree from Baldwin-Wallace College. Some programs waive certain requirements – see specific programs below for details.

- The **Application for Admission** is available online at www.bw.edu/apply. When you apply online, the \$25 application fee is waived. You may also print a copy of the application and complete it on paper if you prefer – the application is available to download at www.bw.edu/apply.
- \$25 nonrefundable application fee.** Make your check payable to Baldwin-Wallace College. *No application fee for online applications.*
- Official transcripts** from ALL undergraduate and graduate colleges/universities attended. Transcripts must be mailed directly from each college/university attended to the B-W Admission Office.
- Two recommendations** – forms are available online at www.bw.edu/apply. Print and give to persons qualified to evaluate your background and potential for success in a program of graduate study.
- The Admission Committee recommends** a GPA of 2.75 or above. If the qualifying GPA is less than 2.75, the Director may request that candidates take the Miller Analogies Test and submit official results.

SCHOOL PARTNERSHIP PROGRAM MASTER OF ARTS IN EDUCATION

More than 40 school districts in the greater Cleveland area have joined B-W in the School Partnership Program, which allows full-time teachers in these schools to earn their MAEd degree or enroll in graduate education coursework with a significant tuition discount. Students may enroll in a two-year cohort off-campus, or take courses at their own pace on campus. For a list of School Partnership Program school districts, go to www.bw.edu/partner.

Teachers employed by School Partnership districts follow the MAEd Application Instructions listed above, with the following considerations:

- The application fee is waived, and only one recommendation is required. College and university transcripts may be forwarded to Baldwin-Wallace from the teacher's Board of Education. Any transcripts not on file with the teacher's board office must be submitted as official transcripts, as outlined above under Application Instructions.

INITIAL TEACHER LICENSURE PROGRAMS

- LICENSE+MASTER'S
- LICENSURE ONLY

These programs are for adults who have a bachelor's degree and wish to earn an initial teaching license. The License+Master's Program leads to a teaching license and the MAEd degree. The Licensure Only Program is post-baccalaureate, undergraduate coursework only, and does not grant admission to the master's program. Licensure Only enrollment has been included with this application because many adults consider both options when seeking an initial teaching license.

- In addition to the application credentials listed above under Application Instructions, License+Master's and Licensure Only candidates are required to meet with a member of the Admission Committee as part of the application process.

GRADUATE NON-DEGREE

This application allows teachers to enroll in a few graduate education courses toward professional goals such as renewing or adding a license or endorsement at the graduate level.

- The Admission Office will review your application and goals; often only the official transcript from the college/university where you earned your highest degree is required.

TRANSIENT STATUS

Transient status allows students from another college or university to enroll at B-W for one semester, with the purpose of transferring that coursework back to their home institution. If you wish to continue as a transient student, you must reapply each term. Transient students are not eligible for federal, state and college financial aid from B-W.

- Transient students complete the application form online at www.bw.edu/apply and submit an official transcript from the college/university where they are currently enrolled **or** provide official verification from the Registrar at that school confirming they are in good academic standing. Transient students do not need to provide recommendations.

CWRU / B-W SCHOOL SOCIAL WORK PROGRAM

This program is designed for students enrolled in the School Social Work program with the CWRU Mandel School of Applied Social Sciences (MSASS). MSASS students take three graduate courses (9 credits) at B-W: EDU 510, Educational Studies; EDU 584, Pupil Services and Community Resources; and EDU 573, Education of Students with Special Needs.

- School Social Work candidates complete the application form online at www.bw.edu/apply. They do not need to provide recommendations or transcripts of previous college work. Admission approval is based on the **School Social Work Verification of Eligibility Form**, which must be approved and signed by the CWRU MSASS faculty director. A copy of the Verification of Eligibility Form is available online at www.bw.edu/admission/maed/socialwork.

FINANCIAL ASSISTANCE

To be considered for financial aid, students must submit the Free Application for Federal Student Aid (FAFSA). Access the FAFSA form online at www.fafsa.ed.gov. Make sure that B-W is a school of choice on that form. **B-W's Federal code number is 003014.**

Baldwin-Wallace College does not discriminate on the basis of race, creed, age, disability, national origin, gender or sexual orientation in the administration of any policies or programs.

**BALDWIN-WALLACE COLLEGE
OFFICE OF ADMISSION
275 EASTLAND ROAD
BEREA, OH 44017-2088
PHONE: 440-826-8012 or 1-877-BW-APPLY
FAX: 440-826-2054
E-MAIL: admission@bw.edu
WEB ADDRESS: www.bw.edu/maed**