

*Apply to be a master student and become an educator that makes a difference in the lives of students and for the future.*

*Master Degree Programs within the Department of Teaching, Learning, and Teacher Education enhance your capacity to effect change, growing leadership potential. They will also expand your ability to think about educational issues in new and exciting ways in a wide range of educational settings.*

## **Are you interested in Teaching Certification AND a Master Degree?**

If the answer is “**YES**” the Graduate Program of the Department of Teaching, Learning, & Teacher Education (TLTE) asks you to complete the steps noted on the reverse side of this handout to ensure your application gets our full attention.

### **Please Note Application Deadline Dates:**

It is important to attend to the application process and take responsibility to see that each step is successfully completed by the established deadline dates for **both the Teacher Education Program (TEP) and the Master Degree Program**. The application file, including transcripts, must be completed in the TLTE Graduate Support Office (118C Henzlik Hall) by **May 1** for consideration for the fall term; **October 1** for the spring term; and **March 1** for consideration for the summer term.

Allow two weeks at each stage of the process to ensure that your application is complete by the deadline date for review by the TLTE Graduate Committee.

<b>Term wanting to enroll</b>	<b>Teacher Education Program application submission deadline</b>	<b>Master file submission deadline</b>
Fall	April 15	May 1
Spring	September 1	October 1
Summer		March 1

***See application instructions on reverse side***

**Step 1. Complete the UNL Graduate Studies online application at [www.unl.edu/gradstudies](http://www.unl.edu/gradstudies) and pay the requested application fee directly to UNL, Office of Graduate Studies.**

- Indicate both post-baccalaureate (PBAC) **and** Teaching, Learning, and Teacher Education as the major department code (TEAC), indicate degree program being sought (i.e., M.A., M.Ed.).
- List and contact colleges and/or universities attended. Request that each registrar of those colleges and/or universities mail two (2) official transcripts to: **UNL Graduate Studies Office, 1100 Seaton Hall, Lincoln, NE 68588-0619.**

**Step 2. Students seeking teaching certifications:** All applicants must be admitted to a Teacher Education Program (TEP) before being considered for the master degree program. Contact **Joyce Richter, 110A Henzlik, Lincoln, NE 68588-0371; Phone (402) 472-8635.** You can schedule an appointment at <http://cehs.unl.edu/prospectiveStudents/postbac.shtml>. Evidence of admission to the TEP is to be included in the application to the TLTE master degree program.

### **Step 3. Complete your application file to the TLTE Graduate Program**

- Complete the department application, which can be obtained at the Graduate Support Office, 118C Henzlik, or from the department web site at <http://cehs.unl.edu/tlte>.
- Prepare a short autobiographical statement (2-4 pages) addressing academic and professional interests and goals.
- Include a recent resume.
- Request letters of recommendation from three people who are in a position to comment on professional/academic skills.
- **International Students only.** Provide a copy of TOEFL score (minimum score of 79 iBT; 550 paper; 213 computer).
- Submit these materials to: **University of Nebraska-Lincoln, TLTE Graduate Program, 118C Henzlik Hall, Lincoln, NE 68588-0385**

**If you have questions about completing a master degree alongside your teaching certification, Contact: Shari Daehling, Graduate Student Support, 118C Henzlik Hall, PH: 402-472-3098; EMAIL: [sdaehling1@unl.edu](mailto:sdaehling1@unl.edu)**