

# CONCORDIA COLLEGE

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## NEW YORK

### Application Checklist

**Please submit the following in your application packet to Concordia College:**

- \_\_\_\_\_ M.S.Ed. Application (completed and signed)
- \_\_\_\_\_ Application Fee (\$50: non-refundable)
- \_\_\_\_\_ Official college transcripts from all colleges attended (reflecting completion of a major in a liberal arts or science discipline, a graduating GPA of 3.0 overall, and a bachelor’s degree from a regionally accredited institution.)
- \_\_\_\_\_ Successful completion (grade of “B” or higher) of “Introduction to Special Education” or equivalent course (Childhood Education Program Only) (may be taken in the first semester)
- \_\_\_\_\_ Two current letters of recommendation (one from an academic source, if available; otherwise two from student teaching, teaching, or work experience source)
- \_\_\_\_\_ Written essay (300-500 words in length) describing personal philosophy of education, statement of intent, and rationale for pursuing the degree
- \_\_\_\_\_ Proof of Initial New York State Teaching Certification, degree, and content core course completion (Certified Teachers only)
- \_\_\_\_\_ Current Résumé
- \_\_\_\_\_ “B” or better (3.0) average in English, composition or college-level literacy courses. Those students who do not have a “B” or better average will be required to take and earn a “B” or better in EDU 538 – Enhancing Professional Literacy and Writing Skills”
- \_\_\_\_\_ “B” or better (3.0) average in college Mathematics courses (6 credits minimum)
- \_\_\_\_\_ Official GRE Score Report reflecting an average score of 150 (Verbal Reasoning and Quantitative Reasoning) is preferred.
- \_\_\_\_\_ Applicants educated in a university or college where English is not the medium of instruction or where English is not the native language, official score results for the TOEFL or IELTS must be submitted.

Once the above items have been submitted, academically qualified students will then conclude the process with:

1. Interview with the Director of the Masters of Science in Education Program
2. Completion of on-site writing sample.

**Admission decision will be made after all steps are completed and requirements are met.**

- \_\_\_\_\_ Apply for financial aid ([www.fafsa.ed.gov](http://www.fafsa.ed.gov)); Concordia College’s FAFSA code is **002709** (optional)
- \_\_\_\_\_ \$300 Non-Refundable Tuition Deposit (This is paid when you are admitted and will be credited to your account)

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## MASTER'S PROGRAM APPLICATION

\_\_\_\_\_ Early Childhood General and Special Education (46 credits, CITE, Brooklyn, location)

\_\_\_\_\_ Childhood General and Special Education (44 credits, CITE, Brooklyn, location)

### APPLICATION INFORMATION/PERSONAL DATA

Send completed application, along with the required materials to:

**CITE**

**Attn: Early Childhood Program**

**50 Court Street, Suite 1111**

**Brooklyn NY, 11201**

Please note the year and mark the term you wish to enter Concordia College.

20\_\_  Fall  Spring  Summer

**Legal Name:**

\_\_\_\_\_  
*Last First Middle Maiden*

**Name on transcripts (if different from above):**

\_\_\_\_\_  
*Last First Middle Maiden*

**Citizenship:**  U.S.  U.S. permanent resident  Other: Visa Type \_\_\_\_\_

Social Security Number, required if applying for financial aid via FAFSA

**SSN:** \_\_\_\_\_

**Sex:**  Male  Female

**Date of Birth:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Address:** \_\_\_\_\_  
*Street City State Zip*

**Mailing Address (if different from above):**

\_\_\_\_\_  
*Street City State Zip*

**Home Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Current Employer:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
*Street City State Zip*

**Title/Position:** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_

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### **APPLICATION INFORMATION / PERSONAL INFORMATION (PAGE 2)**

#### **EDUCATION (LIST ALL COLLEGES/UNIVERSITIES ATTENDED IN CHRONOLOGICAL ORDER)**

<i>College/University</i>	<i>Degree Received</i>	<i>Date Awarded</i>	<i>Program of Study</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

#### **OPTIONAL INFORMATION**

**Religious Preference:** \_\_\_\_\_

**If Lutheran, are you:**  LCMS  ELCA  WELS  Other: \_\_\_\_\_

#### **VETERAN STATUS**

Are you a veteran?  Yes  No      If yes, veteran # \_\_\_\_\_

Will you be receiving VA benefits?  Yes  No

**Ethnicity** (*The U.S. Department of Education encourages you to answer the following questions on race and ethnicity for their reporting purposes*):

**Are you Hispanic or Latino?**  Yes, Hispanic/Latino (including Spain)  No

If yes, please describe your background.

**Regardless of your answer to the prior question, please indicate how you identify yourself. (Check one or more and describe your background.)**

American Indian or Alaska Native (including all Original Peoples of the Americas)

Are you Enrolled?  Yes  No

If yes please enter Tribal Enrollment Number \_\_\_\_\_

Asian (including Indian Subcontinent and Philippines)

Black or African American (including Africa and Caribbean)

Native Hawaiian or Other Pacific Islander (Original Peoples)

White (including Middle Eastern)

#### **LETTERS OF RECOMMENDATION**

In addition to the review of your application materials, there will be the review of your letters of recommendation. To aid in checking your application for completeness, please give the names of the individuals that will write on your behalf.

**Academic Based Recommendation:** \_\_\_\_\_

**Teaching/Work Experience Recommendation:** \_\_\_\_\_

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### STUDENT STATEMENT

Please read carefully and sign below. This section must be completed in order for the application to be processed.

Have you ever been charged with a crime (felony or misdemeanor) in any state or country, the disposition of which was other than acquittal or dismissal?  Yes  No

Have you ever been dismissed from an institution of higher learning for academic or disciplinary reasons?  Yes  No  Academic Reason  Disciplinary Reason

Are you now, or have you ever been, under the supervision of the criminal justice system (parole, probation, etc.) in any state or country?  Yes  No

*If you have answered "YES" to any of the above questions, please provide a written statement of explanation as an addendum to your application.*

***I certify that all information submitted in the admission process—including the application, the personal essay, any supplements, and any other supporting materials—is my own work, factually true, and honestly presented, and that these documents will become the property of the institutions to which I am applying and will not be returned to me. I understand that I may be subject to a range of possible disciplinary actions, including admission revocation, expulsion, or revocation of course credit, grades, and degree, should the information I have certified be false.***

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*Signature of Applicant*

*Date*

**Concordia College Bachelor's Degree Holders Only  
Release for Official Undergraduate Transcript**

My signature below provides authorization for the Office of Admission at Concordia College to request an official copy of my Concordia College undergraduate transcript from the Registrar's Office. This is complete my application to the M.S.Ed. Childhood Special Education program at Concordia College. Since I am an alumnus/alumna of Concordia College, I understand that there will be no charge for this transcript request.

Requests for transcripts of academic work completed at other colleges must be directed to those respective Registrar's Offices.

Name: \_\_\_\_\_

How would you describe your interest in Concordia College?

My First Choice  One of my top 3 choices  Among many choices

How did you find out about our program? Please be as specific as possible.

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