Special Education Program Application

Fall 2020 Cohort Application Deadline: April 1\textsuperscript{st}, 2020

Please email all Western Oregon University Special Education program application materials to the email address listed below:

floreso@mail.wou.edu

Olivia Flores

Graduate Advisor // Division of Education & Leadership
Two applications need to be filled out by all applicants. One application is for admission into the WOU Graduate School and the other application if for admission into the MAT program. You will find a checklist for each application below.

1. Apply to WOU Graduate School

- **Complete the WOU Graduate Programs Application**. Students must be admitted to the WOU Graduate School before being considered for admission to the MAT program. Submit all WOU Graduate School application materials to the Graduate Programs Office.

- **Send $60, non-refundable application fee**. The fee should be made payable to Western Oregon University (if you have previously been admitted to WOU as a graduate student, submit an Application for Re-Enrollment form and pay a $15 fee) and should be submitted with your Graduate Programs Application.

- **Send official sealed transcripts**. Official transcripts from all previously attended colleges and universities must be mailed to the Graduate Studies Coordinator.

- **Meet GPA requirement**. A GPA of 3.0 of undergraduate or graduate coursework is required. Students who have already obtained a Master’s degree from an accredited institution will have the GPA requirement waived. Those with less than a 3.0 GPA can be admitted with passing MAT or GRE scores.

  - Miller Analogies Test (MAT) or Graduate Record Exam (GRE) score. Minimum required score for the (a) MAT: 395 or higher; (b) GRE: minimum quantitative score: 147; minimum verbal score: 148; and a 3.5 or higher on Analytical Writing.

- **Submit the Graduate Programs Application**. You have two ways to apply to the Graduate Programs. You can apply online or fill out a hard copy. If you choose to fill out the hard copy, send your completed application, fee, and transcripts to:

  Graduate Studies Coordinator
  Administration Building, Rm 107
  345 Monmouth Ave. N
  Monmouth, OR  97361

The Graduate Programs Office will notify you of your status of admission and whether you need to supply them with any other documentation.

* INTERNATIONAL Students will work directly with the International Students Office to complete admission requirements for Western Oregon University. Phone: 503-838-8425 or email: global@wou.edu

* TOEFL scores of 550 (paper) or 213 (computer) or 79 (internet) are required for international students. International students should carefully review the International Admissions requirements listed on the website:

  [http://www.wou.edu/provost/international/admissions.php](http://www.wou.edu/provost/international/admissions.php)
2. Apply to the College of Education Master of Science in Education: Special Education Program
The MSEd: Special Education application materials should be submitted in a complete packet and emailed to Olivia Flores (floreso@mail.wou.edu)

_____ MSEd: Special Education Application

_____ Resume showing any applicable employment or training and documented experience with mentoring, teaching, or training as related to special education. If relevant, evidence of continuing professional development.

_____ MSEd: Special Education essays questions: Please answer the prompts listed below in a separate Word document that you can attach to this application.

1. Describe your experience in working with individuals with disabilities, your level of responsibility within the setting(s), and the length of time spent in each experience.
2. Describe your career goals and explain how a Master’s Degree in Special Education will help you accomplish these goals.
3. Describe the qualities that make you a good match for this specific program as well as your plan for being successful within the program.

_____ Three completed nomination forms, found in this application, from individuals who can speak directly to your work with individuals with disabilities

_____ Unofficial transcripts from all college/universities attended

_____ Character Questionnaire. Fill out accurately and completely.

_____ Read and sign the Statement of Integrity form.

_____ Submit a copy of the ACT, SAT, or GRE scores. No minimum score required and it does not matter when you took them. You can send a copy of the score report that you have in your possession, or you can have the testing company send them to us directly using the address below.

_____ Submit the application to Olivia Flores (floreso@mail.wou.edu)

Within a week after the application deadline, applicants should hear from the College of Education as to whether they have been selected for an interview or not. All candidates are expected to attend an interview if selected. Admission letters will be sent out approximately three weeks after interviews have concluded.
Master of Science in Education: Special Education Application

Please read the instructions before completing the application form. Please type or print clearly.

Name: ____________________________________________

Date of Birth: __________________ E-mail address: ____________________________________________________

Home Phone: __________________  Cell Phone: __________________

Address: _______________________________________ City: __________________ ST: ______ Zip: __________

Current Teaching License Held (if applicable) __________________________________________________________

Please Check ONE Box:

☐ Initial K-12 Special Education Teaching Certification with Master's Degree: For any applicant who does not already hold a valid Oregon teaching license AND wants to also obtain their Master's degree in Special Education. (Special Educator 2)

☐ K-12 Special Education Endorsement with Master's Degree: For any applicant who already holds a valid Oregon teaching license but wants to obtain the special education endorsement and a Master's. (Special Educator 1)

☐ K-12 Special Education Endorsement Only: For any applicant who already holds a valid Oregon teaching license but wants to obtain the special education endorsement. (Endorsement Only)

Educational History

Please list all postsecondary institutions you have attended or are currently attending (include copies of unofficial transcripts with application). Attach a separate sheet if necessary.

1. Institution: ______________________________ Dates Attended: ________________

   Degree Earned or Expected: ________________________________

2. Institution: ______________________________ Dates Attended: ________________

   Degree Earned or Expected: ________________________________

3. Institution: ______________________________ Dates Attended: ________________

   Degree Earned or Expected: ________________________________
MSEd: Special Education
Character Questions

Answer each question with a “YES” or “NO” in the space to the left of the question. Any “YES” answers must be fully explained on a separate sheet of paper. The explanation must be signed and dated by you. Western Oregon University will utilize information listed as a part of the documentation in considering an applicant for admission to a program. Information disclosed on this form and/or the explanatory narrative may be shared with school district partners and placements, as necessary. Many school districts will run an additional background check as well.

1. Have you ever left any educational or school-related employment, voluntarily or involuntarily, while the subject of an inquiry, review or investigation of alleged misconduct or alleged violation of professional standards of conduct or when you had reason to believe such investigation was imminent?
   [ ] YES [ ] NO

2. Are you currently the subject of an inquiry, review or investigation for alleged misconduct or alleged violation of professional standards of conduct?
   [ ] YES [ ] NO

3. Have you ever failed to complete a contract for educational services in any educational or school-related position, or for any alleged misconduct or alleged violation of professional standards of conduct been placed on leave by your employer or left such employment prior to the end of the contract term?
   [ ] YES [ ] NO

4. Have you ever had a professional certificate, credential, or license (of any kind) revoked or suspended or have you been placed on probationary status for any alleged misconduct or alleged violation of professional standards of conduct?
   [ ] YES [ ] NO

5. Have you ever been denied a professional license for which you applied or granted a professional license on a conditional or probationary basis for any alleged misconduct or alleged violation of professional standards of conduct?
   [ ] YES [ ] NO

6. Have you ever surrendered a professional license of any kind before its expiration?
   [ ] YES [ ] NO

7. Have you ever been disciplined by any public agency responsible for licensure of any kind, including but not limited to educational licensure?
   [ ] YES [ ] NO

8. Have you ever been convicted or been granted conditional discharge by any court for: (a) any felony; (b) misdemeanor; or (c) any major traffic violation, such as: driving under the influence of intoxicants or drugs; reckless driving; fleeing from attempting to elude a police officer; driving while your license was suspended, revoked or used in violation of any license restriction; or failure to perform the duties of a driver or witness at an accident?
   [ ] YES [ ] NO

9. Have you ever been arrested or cited for any offense listed in question (8) above which is still pending in court?
   [ ] YES [ ] NO

10. Have you ever entered a plea of guilty or No Contest relative to any charge for an offense listed in question 8?
    [ ] YES [ ] NO

11. Have you ever had any civil judgment or other court order entered against you resulting from abuse, assault, battery, harassment, intimidation, neglect, stalking, or other threatening behavior toward other persons?
    [ ] YES [ ] NO

I hereby certify that the information on or relating to this form is true and correct and grant the College of Education permission to check civil and criminal records to verify any statement made on this report. I understand that the College of Education may deny admission to a program or revoke permission for student teaching or practica upon evidence that I knowingly made false statement on this form. Any change in the information indicated above must be reported and will be subject to review.

____________________________  _________________________  ___________________
Signature of Student Teacher   Applicant V# (if you have one)   Date
Statement of Integrity

Western Oregon University students and faculty are committed to scholarly principles that respect and acknowledge individual achievement. Because of this, certain behaviors are viewed as unacceptable, including cheating, plagiarism, falsifying or fabricating information, and aiding or abetting academic dishonesty. Students who violate these principles are subject to penalties, including course failure and dismissal from Western Oregon University.

I certify that to the best of my knowledge, all statements made by me in the Application for Admission to the Master of Education in Special Education are correct, complete, and my own. I understand that furnishing inaccurate or misleading information can result in denial of admission, withdrawal of an offer of admission, or dismissal from the Master of Education in Special Education program. If admitted to Western Oregon University, I will abide by the standards of academic integrity expected of Western Oregon University students. I understand that this application and all records gathered for my admission files are confidential and will not be disclosed to me or any other person, except as provided by law. I understand that it is my responsibility to ensure that all required application materials are submitted to the Graduate Studies office and the Master of Education in Special Education program.

Applicant’s signature: ___________________________________________  Date: ________________________________
Special Education Application: *Nomination Form*

Once completed, please send this form directly to Olivia Flores (floreso@mail.wou.edu)

Name of Applicant: ____________________________  Applicant’s current position: __________________________

Name of Individual Completing this Form: ____________________________  Position: __________________________

Email address: ___________________________________  Phone: ______________________________________

School District Name (if applicable): ____________________________  How long have you known the applicant? __________

In what capacity have you worked with or supervised the applicant? __________________________________________

<table>
<thead>
<tr>
<th>Collaboration: Works with others to achieve common goals</th>
<th>Improvement Needed</th>
<th>Emerging</th>
<th>Acceptable</th>
<th>Strong</th>
</tr>
</thead>
<tbody>
<tr>
<td>Honest &amp; Integrity: Demonstrates truthfulness, professional behavior, and trustworthiness.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Respect: Honors, values, &amp; demonstrates consideration and regard for oneself and others.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Scholarship &amp; commitment to learning: Values learning for self &amp; students.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emotional maturity: Demonstrates situation appropriate behavior.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leadership &amp; responsibility: Acts independently and demonstrates sound judgment, accountability, and reliability.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Considering all factors, I recommend this applicant:

☐ Highly  ☐ With Reservation  ☐ Not at All

_____________________________________  ____________  ____________________________
Signature of Individual Completing the Form  Date  Printed Name

Would you hire this candidate for your district/school if they earned a teaching license?  Y / N

Comments (encouraged) can be attached to a separate document.