

# AUGUSTANA COLLEGE GRADUATE EDUCATION

## Application for Admission Masters of Arts in Education

Term graduate work expected to begin: Summer \_\_\_\_\_ Fall \_\_\_\_\_ Spring \_\_\_\_\_ Year \_\_\_\_\_

Name \_\_\_\_\_  
(Last) (other or former name) (First) (Middle)

Current Mailing Address \_\_\_\_\_  
Street

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

E-mail Address \_\_\_\_\_

Permanent mailing address (if different from above) \_\_\_\_\_

Date of birth \_\_\_\_\_ Place of birth \_\_\_\_\_  
City State or Country

Social Security No. \_\_\_\_\_ Citizen of what country \_\_\_\_\_ U.S. Veteran \_\_\_\_\_

Hispanic? Yes \_\_\_\_\_ No \_\_\_\_\_ Please answer all that apply: American Indian/Alaska Native \_\_\_\_\_ Asian \_\_\_\_\_

Black/African American \_\_\_\_\_ Native Hawaiian/Other Pacific Islander \_\_\_\_\_ White (non-Hispanic) \_\_\_\_\_

Disabilities, if any \_\_\_\_\_

Undergraduate degree institution(s)(transcripts required) \_\_\_\_\_

Address(es) \_\_\_\_\_ Degree date(s) \_\_\_\_\_

Graduate institutions attended, if any (transcripts required) \_\_\_\_\_

Current occupation \_\_\_\_\_ Place of employment \_\_\_\_\_

Names of two instructors or supervisors you have asked to send a recommendation in support of this application:

1) \_\_\_\_\_  
Name Title

2) \_\_\_\_\_  
Name Title

Area of Concentration: ☐ Instructional Strategies ☐ Reading ☐ Special Populations ☐ Technology

If you are planning to use the Augustana College Employee Tuition Benefit Plan, please provide name of

Augustana Employee: \_\_\_\_\_

*Some of the information requested above is necessary for complying with requests from federal agencies, and not required for admission to the graduate program.*

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**ATTACH EDUCATIONAL ESSAY  
PLEASE NOTE INSTRUCTIONS**

# INSTRUCTIONS FOR MAKING APPLICATION TO THE GRADUATE PROGRAM

Mail this completed application and your educational essay to:

Director of Graduate Education  
Augustana College  
2001 S. Summit Ave.  
Sioux Falls, SD 57197

**1. APPLICATION FEE**

Each application for admission must be accompanied by an application fee of \$50.00. No other fee is required at the time of application. This fee is not refundable.

**2. UNDERGRADUATE TRANSCRIPT AND GRADUATE TRANSCRIPTS**

Each application must be supported by all official transcripts of undergraduate studies and official transcripts of any graduate work taken since the undergraduate degree. Applicants should request that the Registrar's Office of respective institutions send transcripts directly to the Director of Graduate Education. ***Only official transcripts sent directly from institutions will be accepted.***

**3. WRITTEN REFERENCES**

Each application must also be supported by two written reference forms testifying to the applicant's character and ability to do graduate work. (Forms are provided) The references should identify the writer's credentials and familiarity with applicant's work. References should be sent directly to the Director of Graduate Education.

**4. ESSAY**

Applications must include an essay (two to three typed pages) discussing the applicant's academic interests, objectives, and plans for graduate studies.

**5. INTERNATIONAL APPLICANTS**

Applicants whose native language is not English must submit a report of the Test of English as a Foreign Language (TOEFL). A minimum score of 550 on the TOEFL is required, and test results must be mailed directly to the Director of Graduate Education.

**6. FINANCIAL AID**

Please contact the Financial Aid Office regarding financial assistance for Graduate School. Call 605-274-5216 or write to the Director of Financial Aid, Augustana College, 2001 S. Summit Ave., Sioux Falls SD 57197.

**7. ROLLING ADMISSION PROCESS**

**a. Summer Cohorts (4 cohorts of 18 students each)**

Rolling Applications each month, with applicants notified by the 15th of each month.

Deadline for application April 1, last notification April 15th.

**Fall Cohort (limited capacity of 18)**

Rolling Applications each month, with applicants notified by the 15th of each month.

Deadline for application August 1, last notification August 15th.

**Spring Cohort (limited capacity of 18)**

Rolling Applications each month, with applicants notified by the 15th of each month.

Deadline for application December 1, last notification December 15th.

***\*\*It is extremely important to indicate in which term you wish to begin courses. Early application is recommended as there are a limited number of spots in the program.\*\****

**b. Inquiries about a file.**

Inquiries regarding the status of a file should be directed, in writing, to the Director of Graduate Education, or by telephoning the Office of Graduate Education at 605-274-4043.

**c. File Forwarded to the Masters of Arts in Education Admissions Committee.**

The Office of Graduate Education will forward the completed application file to the Masters of Arts in Education Admissions Committee for recommendation. The student will be notified by email of the application decision by the Office of Graduate Education. A positive recommendation confers preliminary acceptance into the program.

**d. Acceptance and Plan of Study.**

If preliminary acceptance is granted, the applicant will be assigned a faculty adviser who will assist them in registering for classes. Acceptance will be rescinded if the student does not begin taking classes in the program by the first summer following acceptance.