

## M.Ed. and PMC Application Process

**Application Deadline:**

**March 1, 2018**

All applications are processed through the University's online system, ApplyYourself  
[https://app.applyyourself.com/AYApplicantLogin/fl\\_ApplicantConnectLogin.asp?id=vcugrad](https://app.applyyourself.com/AYApplicantLogin/fl_ApplicantConnectLogin.asp?id=vcugrad)

Once you click the "submit" button, you cannot edit documents or upload other documents. You may leave the website and return later to edit documents and upload documents, as long as you do NOT click the "submit" button.

### Checklist for Graduate School Requirements

\_\_\_\_\_ Online application (\$65.00 application fee)

\_\_\_\_\_ Virginia In-State tuition form

\_\_\_\_\_ Statement of Purpose: Create a document answering the following four questions. Answer each question separately and include no more than one single-spaced page for each response. Copy and paste this document into your online application.

#### Questions:

- a. This is a program focusing on leadership. What are your reasons for applying to this program and what are the goals you will strive to achieve?
- b. What evidence do you have that you are an effective educator?
- c. Describe a situation when you were asked to solve a problem. What did you do? What was the outcome? What did you learn?
- d. There are numerous reform movements in education. Choose one you are either for or against and explain why.

\_\_\_\_\_ Resume that includes the following:

- a. Colleges or universities attended
- b. Educational degrees held, including major/minor
- c. Teaching history in chronological order, beginning with your current position
- d. Leadership experiences
- e. Professional involvement
- f. Awards and honors

\_\_\_\_\_ 3 professional references (form found online through ApplyYourself)

- One reference must come from your current principal or supervisor.
- Do not send references from friends, family members or clergy.
- Encourage those providing references to upload a more lengthy statement.
- Statements should address your leadership experience or potential.

\_\_\_\_\_ Transcripts: Unofficial copies of your transcripts may be uploaded into the application site. These can be used until your official transcripts arrive.

\_\_\_\_\_ Request that **all** undergraduate and graduate transcripts from previous study be submitted to the admissions office. For admission to graduate study at VCU, the Graduate School requires a minimum

---

---

