



VCU

School of Education

M.Ed. in Special Education, General Education Concentration for Certificate in Special Education K-12 Teaching alums

Certificate in Special Education K-12 Teaching completers are able to transfer up to 25 credit hours (grades of B or better) of coursework toward the M.Ed. in Special Education-General concentration program. This means that you may only need 12 (4 courses) graduate credit hours to complete a master's degree in special education. There is a time limit to your courses to transfer into your program. It must be within 7 years of when you began your certificate, thus we recommend you apply in your final semester of your certificate program. **This transfer only applies to the general education concentration.**

Application Deadlines: **Fall/Summer (March 15), Spring (Nov. 1)- Late applications will be reviewed on a case-by-case basis**

Step 1: Online application: Create your online graduate application account:

<https://www.vcu.edu/admissions/apply/graduate/>

Step 2: Statement of Intent: VCU requires that prospective students provide a written statement of purpose for all graduate program applicants. This can be 2 pages, double spaced and you can utilize the same statement of intent that you submitted from your Certificate Application.

Step 3: References: Since you have submitted **three letters of reference** for your certificate application, these will be used for this program as well. Please enter "soeogs@vcu.edu", "soeinfo@vcu.edu" and your current certificate coordinator for your reference in order to complete your application. *Note: If you completed your program before 2019, you may need to upload two new letters of recommendation.*

Step 4: Transcripts: Since you have completed the certificate program and you submitted your official transcripts at that time, we will pull those transcripts for this application process for up to seven years from when you submitted them for the certificate program.

Step 5: Testing requirement: There are no tests required for this program. You can skip this part of the application by selecting the button labeled "I am not adding any standardized tests".

Step 6: Submit application fee and push submit: Please submit the application fee in order to submit your application.

Step 7: Receiving and accepting your admissions decision: You will receive an email recommending you for admission from your Department. Your official admissions letter will come from VCU graduate admissions virtually and physically. Upon receipt of the official letter from VCU, you must email respondgrad@vcu.edu to confirm your acceptance into the program. This will allow the system to create a formal account that will allow you to register.

Step 8: Review the Accepted Graduate Student Checklist that includes creating your VCU email account, working with your advisor on enrollment and registering for appropriate required orientations (VCU Graduate School, School of Education, Global Education), along with other critical next steps as you transition to VCU.

Please contact us at with any questions throughout the process: soeinfo@vcu.edu and/or soeogs@vcu.edu.

M.Ed. in Special Education, Certificate Completer Frequently Asked Questions

Electronic Portfolio

You are required to complete an electronic portfolio as a part of your final program evaluation in the masters of education program. The e-Portfolio will reflect teacher candidates' expertise in lesson/intervention planning, student/child assessment, academic creativity, and professional progress that will be developed over the program of study. The e-Portfolio requires that you have your "Key Assignments" from the courses that you took while in the [certificate](#) program. If you do not have the "key assignment" for a particular course then you may be required to re-do the key assignment for that course in order to have the 3-credit hours for that course to transfer. Once you have applied to the master's program, the program coordinator will ask you about the whereabouts of your key assignments. **It is advised to search for past key assignments upon admission to the program.**

Student Teaching

SEDP 700 is required and considered your **student teaching**. If you are currently working in the classroom as a full-time special education teacher, you **are** eligible to complete your student teaching in your current classroom. **Translation= you do not have to quit your jobs to do the semester-long student teaching.**

Final Comprehensive Exam

There is a final multiple-choice exam also required for completing the program. You will want to discuss this with your M.Ed. coordinator and advisor after you are accepted into the program.

Licensure Exams

You may be required to take the [Virginia Communication and Literacy Assessment](#) (VCLA) for admissions to Teacher Preparation. You will want to discuss this with your M.Ed. coordinator and advisor after you are accepted into the program.

Masters Courses

Are the additional courses taken online like the [certificate](#)? Yes!

Student Status

After you are admitted to the Master's program, you have up to six years to complete the Master's degree.

Financial Aid

Is there financial assistance for this M.Ed. program? Once you are enrolled (enrolled means that you have been accepted and you have accepted your admissions offer and have registered for courses), in the master's program you will be eligible for financial aid. You must be enrolled in at least 5 graduate credit hours to be eligible for financial aid. Please see costs of graduate courses at the following site <http://accounting.vcu.edu/tuition/> and this School of Education specific [financial aid](#) and [tuition resource](#) pages. Specifically, please review the Teaching Specific support options on [this page](#).

We hope this information helps and we look forward to seeing your applications for admissions.