



CONCORDIA
UNIVERSITY

GRADUATE APPLICATION

Master of Arts in Teaching (MAT & MATE)

Master of Arts in Teaching (MAT) or Master of Arts in Teaching Evening (MATE)

The Master of Arts in Teaching (MAT) and Master of Arts in Teaching Evening (MATE) programs are designed for people who have already earned a baccalaureate degree and wish to pursue a teaching license while obtaining a master's degree. The Teacher Standards and Practices Commission (TSPC) of the state of Oregon has given approval for Concordia University to train teachers at the following authorization levels:

Grade Levels	Authorization Level	Admission Code
Pre-Kindergarten through Grade 4	Early Childhood Education	ECE
Grades 3 through 8	Elementary Education	ELE
Grades 5 through 9	Middle Level	ML
Grades 9 through 12	High School	HS

Concordia University will prepare you for two authorization level combinations: Elementary (ECE/ELE) or Secondary (ML/HS).

MAT/MATE Admission Requirements and Checklist

Admission requirements are the same for both the MAT and MATE (based on authorization level). Please submit all application materials together in one envelope. Letters of recommendation and official transcripts must be sealed. Test scores may be sent electronically to CU from the testing institution. You may also submit a photocopy or fax of your official test scores.

- Completed CU graduate application form (also available online) and \$50 application fee (make checks payable to Concordia University).
- One - two page Letter of Intent that explains why you want to be a teacher, why you are choosing Concordia, and where you see yourself in five years (both personally and professionally).
- Official transcripts verifying a baccalaureate degree from an accredited post-secondary institution. (In-progress transcripts must document current coursework.)
- A minimum 2.8 GPA for undergraduate work (3.0 GPA for any graduate coursework) is required for admission. NOTE: Graduate credit at CU will only be awarded for courses receiving a B- grade or higher.
- Résumé that lists education, recent work experience, and any experiences in educational settings or with youth.
- Two letters of reference dated within the last six months. We ask that your references state how they know you, how they have seen you interact with youth or in an educational setting, and how they feel you will be as a teacher. Please have your reference seal the letter and sign over the seal. Letters of recommendation are confidential and not available to students.
- Complete TSPC character questionnaire.
- Passing scores at the state required level on **one** of the following basic skills tests: CBEST, PPST, C-PPST, or WEST-B (REQUIRED FOR ADMISSION).
- Passing scores at the state required level on the ORELA Multiple Subjects Exam (required prior to student teaching).*
- Passing scores at the state level on PRAXIS II subject area specialty tests (required prior to student teaching). The PRAXIS II is required for students pursuing the Middle Level or High School Authorizations.*
- Interview with the Director of the Master of Arts in Teaching Programs. (This is the final phase of the admission process. If your completed file meets all requirements, you may be contacted to schedule an interview.)
- International students must report a passing score on an English proficiency test and other pertinent forms (please see our website).
TOEFL: computer-based = 213 paper-based = 550
internet-based = 80 IELTS: 6.5

**If you have not yet passed these tests, please read and initial the testing requirements statement on page 3.*

Return all application materials to:

Office of Admission
CONCORDIA UNIVERSITY
2811 NE Holman Street
Portland OR 97211-6099

For more information contact us at:

Admissions 503-280-8501
Toll-free 800-321-9371
admissions@cu-portland.edu
www.cu-portland.edu

Make \$50.00 application payment:

Check or Money Order payable to **CONCORDIA UNIVERSITY**
(Note the name of the applicant on the check memo line.)

PLEASE BE SURE YOUR FIRST AND LAST NAMES ARE ON ALL APPLICATION MATERIALS.

Please Attach \$50 Non-Refundable Application Fee To Form!

ENROLLMENT PLANS

- 1. Are you currently enrolled at CU? Yes No
- 2. Have you previously applied for graduate admission at Concordia University? Yes No Semester: _____ Year: _____
- 3. I plan to apply for student loans through Concordia: Yes No
- 4. I plan to start my enrollment at CU:
 - 11 month full-time MAT program, summer start date: 20_____
 - 22 month part-time MATE program, fall start date: 20_____
 Location: Portland Medford (part-time only)

AUTHORIZATION LEVELS

Concordia University will prepare you for two authorization levels in either the elementary or secondary levels. Please indicate which authorization levels in which you want to be licensed to teach.

- ELEMENTARY** ECE/ELE Early Childhood / Elementary (Grades Pre-K – Grade 8)
- SECONDARY** ML/HS Middle Level/High School (Grades 5-12)

The ECE and ELE authorization levels allow you to teach all subject areas within an elementary school.

The ML and HS authorization levels are subject-specific. You will need to choose an endorsement area in which to be licensed. You may be licensed in two endorsement areas. One of your endorsements must be able to be taught in a middle school, and one must be able to be taught at a high school. [Example: You could choose Integrated Science & Advanced Math, but not Physics & Advanced Math.]

AREAS OF ENDORSEMENT FOR ML (choose one):

- Art
- Drama*
- Health
- Integrated Science
- Language Arts
- Mathematics (Basic)
- Music
- Physical Education
- Social Studies
- Spanish
- Technology Education

* The Drama endorsement requires a major or minor in theatre/drama, or the equivalent to one of these degrees.

AREAS OF ENDORSEMENT FOR HS (choose one):

- Art
- Biology
- Business
- Chemistry
- Drama*
- Health
- Language Arts
- Marketing
- Mathematics (Advanced)
- Music
- Physical Education
- Physics
- Social Studies
- Spanish
- Speech (based on availability)
- Technology Education

FAMILY BACKGROUND (OPTIONAL)

Applicant, please complete this section of the form so we can keep your family informed of activities at Concordia University. We do not share this information with any outside organizations.

- Father Mother Step-Father Step-Mother Guardian

Circle one: Dr. Mr. Ms. Mrs. Miss.

Name: _____
Last Legal First Middle Preferred First

Mailing Address: _____
Street City State Zip

Home Phone: (____) ____ - ____ Cell Phone: (____) ____ - ____ Work Phone: (____) ____ - ____

E-mail: _____ College, if any: _____

Company: _____ Occupation/Title: _____

Church Membership: _____

CHARACTER QUESTIONNAIRE: You must answer each question either **yes** or **no** whichever is true. Explain each yes answer in detail on a separate sheet.

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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 or 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 the 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

Notes:

1. Any false statement knowingly made in this application is grounds for revocation or suspension of your license. If in doubt, disclose and explain rather than conceal. If you answer "no" to questions 8 through 11 based upon an "expungement," order "setting aside" or "sealing" of a record of a conviction or conditional discharge you must personally verify with the court directly involved that the expungement, setting aside or sealing actually has taken place. An erroneous belief that a conviction has been expunged, set aside or sealed, when in fact it has not, will be deemed a false statement.
2. If you answer "yes", a certified true copy of the court record must accompany this application (if not previously submitted to TSPC) Check here if for any "yes" answer an explanation was provided with a prior application, in which case, no further explanation is required at this time.

By signing this application, I hereby certify that all the information I have provided is accurate. Furthermore, if I am accepted and subsequently attend Concordia University, I agree to abide by all policies and procedures stated in the Concordia University catalog and student handbook and any subsequent updates or revisions to such policies that are communicated to me during my tenure as a Concordia University student.

Date: _____ - _____ - _____ Applicant's signature: _____

Concordia University admits students of any religion, race, color, national and ethnic origin, sex, age, sexual orientation, and disability to all the rights, privileges, programs, and activities generally accorded or made available to students at the University. It does not discriminate on the basis of religion, race, color, national and ethnic origin, sex, age, sexual orientation, or disability in administration of its educational policies and programs, admission policies, merit scholarships and loan programs, and athletic or other university-administered programs. Complaints or charges should be filed with the University's Title IX coordinator.

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