

APPLICATION GUIDE

Teaching Credential/MA Program 2019-20

Use this guide to ensure you have completed all required parts of the application.

For complete instructions please visit the School of Education website at <http://education.ucdavis.edu>

Part 1: Apply Online

Submit the online Graduate Studies application form *with payment of fees*, found at <https://grad.ucdavis.edu/apply>. You must complete the Statement of Purpose, essay questions and upload digital versions of transcripts from each college/university you attended. Unofficial transcripts are acceptable at this stage of the application process.

Please note: Hard copies of official *transcripts will be required after you have been offered admission*.

Part 2: Submit supporting documents

At minimum, you must provide documentation on the following items:

1. Basic Skills verification (*see Basic Skills Requirement handout for acceptable items*)
2. Subject Matter verification (*see Subject Matter Verification handout for acceptable items*)
3. Classroom Observation Verification (*see Classroom Observation handout for acceptable items*)

You may include documentation of completing the following prerequisites: *Educational Psychology, U.S. Constitution, and Fundamental Math (elementary applicants only)*.

Please scan supporting documents into PDF and send in one email to: eduadvising@ucdavis.edu using your full name and applicant as the subject line.

Example Subject Line: John Doe applicant

If you cannot email the documents, please hand deliver to:

School of Education Building
Student Services – Room 261
Monday-Friday, 10:00 – 5:00pm

Part 3: Your application is considered ready for review once Parts 1 and 2 are complete.

Questions? Email us at eduadvising@ucdavis.edu

