

Helpful Tips 19/20 UC Davis Teacher Credential/MA Application

We have compiled some “Helpful Tips” to guide you with common questions and potential pitfalls for each section of the application. Please contact us immediately at eduadvising@ucdavis.edu if you encounter any difficulties or have any questions about completing and submitting your application.

You can access the online application at:

<https://grad.ucdavis.edu/apply>

Education-Credential/MA Application Helpful Tips:

The online application for admission is split into several different sections. Section 10 “Education Teaching Credential” will not appear until you complete Section 3 “Plans for Graduate Study” and indicate that you are applying to the Education-Credential/MA program.

The sections in your Application are:

1. Basic Information
2. Biographical Data
3. Plans for Graduate Study
4. Academic History
5. Statement of Purpose
6. Personal History & Diversity Statement
7. Test Score Requirement
8. Test Scores
9. Other Information
- *10. Education Teaching Credential/M. A. Program**
11. Prior Coursework
12. Supporting Materials
- 13 Recommendations
14. Applicant Agreements
15. Review

***It is important to note that Section 10 will only appear once you have indicated your intent to apply to the Education -Credential/MA program.**

General Tips

- On the Application Instructions page there are some general instructions for all applicants.
- Make sure to click the “continue” bar as you move from page to page within the application

Tips by Section:

Section 3 – Plans for Graduate Study

1. This section asks for your Graduate Program Objectives:
 - a. Indicate the program to which you are applying: **Education-Credential/MA**
 - b. Degree Objective: This will be the subject area you wish to teach *ex: Single Subject: English*

Section 4 – Academic History

1. The first institution entered should be where you have earned or will earn your undergraduate degree
2. When looking up your undergraduate degree all University of California schools are listed under "UC"
3. Courses Planned or in Progress- list courses you are enrolled in or plan to take in the future.

Section 5 – Statement of Purpose

This section features an essay about your Statement of Purpose. This essay has a 4,000 character maximum – this includes spaces. If you are copying from a word document be careful that all information has successfully been added as this option **does not** work on all browsers. Please read through your essay several times to ensure spelling and content are correct.

Section 6: Personal History & Diversity Statement

This section features an essay about your Personal History and Diversity views. This essay has a 4,000 character maximum- this includes spaces. If you are copying from a word document be careful that all information has successfully been added as this option **does not** work on all browsers. Please read through your essay several times to ensure spelling and content are correct.

Sections 7 & 8 – Test Score Requirements & Test Scores

1. **In section 7 you will read that** GRE scores are **NOT** required for our program.
2. International students must provide TOEFL/IELTS test information and must submit an electronic score report directly to UCD using code 4834.
3. This is not the section to report information about your Basic Skills and CSET test results.
You will list this information in Section 10.
4. You will send copies of test scores directly to eduadvising@ucdavis.edu. Please see our Application Guide for details: <https://education.ucdavis.edu/general-information/application-steps-0>

Section 9 – Other Information

1. Please note if you participated in any of the listed graduate preparation programs in this section.

Section 10 – Education Teaching Credential/MA Program

1. Please answer **yes or no** regarding the question about the Bilingual Authorization in Spanish program
2. Timeline section: please indicate when you completed or will complete your testing (Basic Skills and CSET or Waiver) and when you completed or will complete your prerequisites courses.
3. Classroom Observation: You will need to provide a written narrative about your observation, print out the page, and have it signed by the teacher or principal. **You can either print the page from your application OR download a copy from our website.**
 - If you completed MAST (EDU/GEL 181 and/or 183) or EDU 100, you still need to describe your experience on the online application but the signed verification form is not required
4. Three required short essays: please make sure to answer the three questions posed regarding teaching experiences, working with diverse students, and describing qualities important for teachers located in this section. Each essay has a 2,000 character limit.

Section 11 – Prior Coursework

1. **Single Subject** applicants – List the classes you have completed in the subject area to which you are applying
2. **Multiple Subject** applicants – **DO NOT** complete this section

Section 12 – Supporting Materials

1. Noteworthy Academic Achievements- optional section
2. Website Links: **NOT required**

Section 13 – Recommendations

1. If your GPA is 3.0 or above you do not use this section at all
2. If your **cumulative GPA is below 3.0** please review the directions at this link for gpa review <https://education.ucdavis.edu/general-information/3-undergraduate-gpa-30>
3. Also, please follow the directions in the application to indicate your recommenders. You must use the online system to submit 3 letters of support.

Still have questions? Please do not hesitate to contact us at eduadvising@ucdavis.edu or by phone at (530) 752-5587!