INSTRUCTIONS FOR APPLICATION PROCESS FOR EDUCATIONAL SPECIALIST IN ELEMENTARY EDUCATION PROGRAM
(Please read carefully before starting to complete the application forms.)

The education specialist degree in elementary education (K-8) is designed to meet the needs of elementary school teachers seeking a higher level of licensure. For students who graduated with the MEd in Teaching Arts Elementary, (42 hours) will allow the educator to add the K-4 license to an existing 4-8 license.

I. GENERAL INSTRUCTIONS FOR APPLICATION:
Application forms and other materials are provided upon request to those persons who wish to participate by contacting:

   Dean of Graduate Studies
   Box 4029, Mississippi College
   Clinton, Mississippi 39058
   Phone: (601) 925-3225 or (601) 925-3261
   Fax: (601) 925-3889
   E-mail: graduate@mc.edu

B. All information requested on the application forms must be complete and accurate. Please give full date, address and other requested information.

C. Partial Scholarships are available for Educators and School Administration Personnel. Inquire about the Professional Development Scholarship for Educators.

II. SPECIFIC ADMISSION MATERIALS REQUIRED, CRITERIA AND PROCESS:

A. To be eligible for admission to the educational specialist degree in educational leadership a candidate must submit:
   ➢ A submit a Graduate School Application for Admission.
   ➢ Application fee (non-refundable)
   ➢ One copy of all the official transcript(s) from previous collegiate work (associate’s, bachelor’s, master’s, doctorate), and any transferable credit. (Only official transcripts mailed from the school or college directly to the Dean of Graduate Studies will be accepted).
   ➢ A photocopy of AA Standard Educator’s License issued by a state department of education.
   ➢ Must meet all general requirements for admission to the graduate school at Mississippi College.
Must have a 3.25 grade point average on all prior graduate work.
Must supply 3 letters of recommendation from persons familiar with applicant’s character, scholarship, and potential for successful completion of the program.

- Must provide proof of three years of teaching experience.
- Must schedule an entrance interview with the program advisor.

**Maintenance and Graduation Requirements:**
- After 12 hours must maintain a 3.25 on all work in Ed.S. program.
- Must defend a research-based project completed during the Ed.S. program as an exit requirement.

**Transfer Credit**
Transfer credit of six semester hours taken since being awarded an advanced degree may be accepted upon recommendation by the candidate’s advisor and approval of the Dean of the Graduate School.

**Admission to Candidacy**
Candidacy will be granted when the student has completed twelve semester hours of course work with a B average or higher in the Ed. S. degree program.

**Time Limit**
All work for the degree must be completed within a period not to exceed six years.

**For additional information contact:**
**Dr. Tom Williams**
Phone: 601-925-3844
Lowrey Hall, Room 305-B
Box 4009
Clinton, MS 39058
E-mail: twilliam@mc.edu
Name of Applicant:  
Social Security Number:  
Address  
City, State, Zip  

Waiver of Access: I agree that this recommendation will remain Confidential  
Signature of Applicant (Optional)  

1. How well do you know the applicant? How long and in what capacity?  

2. Give your opinion of the applicant’s potential as an educational leader.  

Please rate the applicant in the following categories:  

<table>
<thead>
<tr>
<th>Writing Ability</th>
<th>Above Average</th>
<th>Average</th>
<th>Below Average</th>
<th>No Basis for Judgment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Speaking Ability</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Knowledge of Proposed Area of Study</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motivation</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emotional Stability</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ability to Work Independently</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teaching Ability</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interpersonal Skills</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Master’s Program  

I would strongly recommend for  
I would recommend for  
I would recommend with reservation for  
I would not recommend for  

Indicate applicant’s promise for success in graduate program. ( ) outstanding ( ) above average ( ) average ( ) poor  
Signature_________________________ Date_________________ Institution or School  
Name (please print or type)_________________________ Title_________________________  
Address_________________________  

Mississippi College considers qualified applicants without regard to race, gender, creed, national origin, age or handicap in its admission policies and practices. Federal law expressly recognizes exemptions claimed by religious institutions.
Name of Applicant:  

Social Security Number:  

Address:  

Email Address:  

City, State, Zip:  

Waiver of Access: I agree that this recommendation will remain Confidential  

Signature of Applicant (Optional):  

1. How well do you know the applicant? How long and in what capacity?  

2. Give your opinion of the applicant’s potential as an educational leader.  

Please rate the applicant in the following categories:  

<table>
<thead>
<tr>
<th>Category</th>
<th>Exceptional</th>
<th>Above Average</th>
<th>Average</th>
<th>Below Average</th>
<th>No Basis for Judgment</th>
<th>Master’s Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Writing Ability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Speaking Ability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Knowledge of Proposed Area of Study</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motivation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emotional Stability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ability to Work Independently</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teaching Ability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interpersonal Skills</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

I would strongly recommend for  

I would recommend for  

I would recommend with reservation for  

I would not recommend for  

Indicate applicant’s promise for success in graduate program. ( ) outstanding ( ) above average ( ) average ( ) poor  

Signature __________________________ Date __________________________ Institution or School  

Name (please print or type) __________________________ Title __________________________  

Address __________________________  

Mississippi College considers qualified applicants without regard to race, gender, creed, national origin, age or handicap in its admission policies and practices. Federal law expressly recognizes exemptions claimed by religious institutions.
Name of Applicant: ___________________________ Social Security Number: ___________________________

Address: ___________________________ Email Address: ___________________________

City, State, Zip: ___________________________

Waiver of Access: I agree that this recommendation will remain Confidential

Signature of Applicant (Optional)

1. How well do you know the applicant? How long and in what capacity?

2. Give your opinion of the applicant’s potential as an educational leader.

Please rate the applicant in the following categories:

<table>
<thead>
<tr>
<th>Category</th>
<th>Exceptional</th>
<th>Above Average</th>
<th>Average</th>
<th>Below Average</th>
<th>No Basis for Judgment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Writing Ability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Speaking Ability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Knowledge of Proposed Area of Study</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motivation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emotional Stability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ability to Work Independently</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teaching Ability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interpersonal Skills</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Indicate applicant’s promise for success in graduate program. ( ) outstanding ( ) above average ( ) average ( ) poor

Signature: ___________________________ Date: __________ Institution or School: ___________________________

Name (please print or type): ___________________________ Title: ___________________________

Address: ___________________________

Mississippi College considers qualified applicants without regard to race, gender, creed, national origin, age or handicap in its admission policies and practices.

Federal law expressly recognizes exemptions claimed by religious institutions.