

GRADUATE LICENSE ONLY ADMISSION PROCEDURES CHECKLIST

Endorsement/License Only Programs in Special Education

First Steps Toward Program Admission

Students previously awarded a degree (minimum level: bachelor) are eligible to take classes in our licensure only programs (special-ed.utah.edu/graduate/non-degree-seeking.php)

Apply to the University of Utah as a non-matriculated student, which is a student not seeking a degree

Meet the minimum admission requirements on the Department website: special-ed.utah.edu/prospective/admission/grad-dropdown.php

Complete a USBE (CBI/FBI) fingerprint background check

NOTE: International applicants must take the TOEFL or IELTS English Proficiency Test

Choose Your Semester of Admissions (Application Deadline)

Summer or Fall Admission
Deadline: March 1st*

Fall Admission
Deadline: May 16th*

Spring Admission
Deadline: October 1st*

***NOTE:** If the deadline falls on a weekend, applications are due the following Monday.

??? Questions ???

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Submission of Admissions Packet

(Must include ALL of the following)

Completed Application

Resume and Two-page professional statement

Three (3) letters of recommendation

Official transcripts from ALL colleges & universities attended

Proof of a USBE-cleared (CBI/FBI) fingerprint background check

International applicants must also submit TOEFL or IELTS test scores

Submit **complete** application by the admissions deadline to:
Admissions Committee
Department of Special Education
1721 Campus Center Drive, SAEC 2280
Salt Lake City UT 84112

Professional Career Statement

Submit a written two-page statement informing the Admissions Committee of the reasons you are interested in a career of working with children and youth with disabilities as well as strengths you bring to the teaching profession.

The purpose of this statement is to give candidates an opportunity:

1. to demonstrate their ability to organize and express their ideas,
2. to think carefully about educational issues,
3. to show their commitment to the teaching profession, and/or (d) to share what they can contribute to serving children and youth with disabilities, and their families. Include experiences and events that have influenced your decision.

Your statement must be typed, double-spaced, and is limited to a maximum of 750 words. Be sure to sign and date your statement.

Background Check & Procedure

To study in SP ED licensure programs, students must pass a USBE State and Federal background check.

special-ed.utah.edu/documents/background-check-instructions.pdf

Three Letters of Recommendation

One letter of recommendation (3 total) from each of the below areas is required, make sure to attach the recommendation form (special-ed.utah.edu/documents/recommendation-letter.pdf). **At least one letter must be from a university or college professor.**

1. Teaching & Working with youth
2. Academic performance
3. Professional Attributes

Licensure

The Utah State Board of Education grants teaching licenses. Upon successful completion of the program, graduates are recommended for licensure. The program requires completion of the teacher education core in special education and a sequence of specialization courses.

Students in our degree programs are provided with professional training to help prepare them for careers working in diverse educational communities and settings with exceptional populations. Each program has been structured for students to develop the required skills through hands-on, practical learning opportunities; therefore, the majority of our programs provide multiple field-based experiences.