

ADDITIONAL REQUIREMENTS BY PROGRAM

**All programs require a resume and a personal statement.** Several graduate programs require the applicant to submit additional credentials for admission consideration. It is the applicant's responsibility to ensure that the appropriate documents are submitted by the published deadline. Applicants should contact the department about any new requirements not listed on this application at the time of printing.

PROGRAM NAME	LIST OF ADDITIONAL DOCUMENTS REQUIRED
<b>Bilingual Education</b>	<ul style="list-style-type: none"> <li>• Letter of recommendation on the school's letterhead from the school principal indicating length of employment.</li> </ul>
<b>Creative Writing</b>	<ul style="list-style-type: none"> <li>• Three letters of recommendation from individuals familiar with applicant's writing ability.</li> <li>• GRE general test scores.</li> <li>• A double-spaced, typed, personal essay of no more than 5 pages describing the nature of their writing and the writing process.</li> <li>• A portfolio of creative work: for poets, 20 pages of poetry; for fiction and creative non-fiction writers, 40 pages of prose. Call 773/995-3841.</li> </ul>
<b>Criminal Justice</b>	<ul style="list-style-type: none"> <li>• An undergraduate social science paper.</li> <li>• schedule an appointment to write a substantial, original essay on their CJ practice, research interest and plans Call 773/995-2108.</li> <li>• GRE general test scores. Call 609/683-2002.</li> </ul>
<b>Counseling(Both Concentrations)</b>	<ul style="list-style-type: none"> <li>• Two letters of recommendation on the CSU prescribed form.</li> <li>• For the School Track concentration and the Post Masters certification in Counseling a passing score on the Illinois basic skills test or the Test of Academic Proficiency is required upon application. www.icts.nesinc.com (for information on testing dates)</li> </ul>

<p><b>Early Childhood Education</b></p>	<ul style="list-style-type: none"> <li>• Three letters of recommendation from people who are familiar in a professional and/or academic capacity.</li> <li>• Passing score on the Illinois Basic Skills test.</li> </ul>
<p><b>Elementary Education</b></p>	<ul style="list-style-type: none"> <li>• Two letters of recommendation from people who are familiar in a professional and/or academic capacity.</li> </ul>
<p><b>English</b></p>	<ul style="list-style-type: none"> <li>• Submit a graded English paper.</li> <li>• GRE scores.</li> </ul>
<p><b>Principal Preparation</b></p>	<ul style="list-style-type: none"> <li>• Two letters of recommendation submitted directly from school administrators on the prescribed forms.</li> <li>• Written verification indicating a minimum of three years of certified teaching. (Suburban/private districts' verification prepared on letterhead sent directly from the school's administrator with school's official seal.) CPS teachers must obtain their verification from the "boards' records clerk.</li> <li>• A passing score on the Illinois Basic Skills Test or the Test of Academic Proficiency Test. www.icts.nesinc.com (for information on testing dates)</li> <li>• Submission of an electronic portfolio to the program facilitator.</li> </ul>
<p><b>Higher Education Administration</b></p>	<ul style="list-style-type: none"> <li>• Two letters of recommendation on the CSU prescribed form.</li> <li>• Verification of 2 year of experience in the education field from a supervisor.</li> </ul>
<p><b>History</b></p>	<ul style="list-style-type: none"> <li>• Writing sample of 12-15 pages of an undergraduate essay or a paper of professional-level competency.</li> </ul>

<p><b>Instructional Foundations</b></p>	<ul style="list-style-type: none"> <li>• Two letters of recommendation (all options) on the CSU prescribed form.</li> </ul>
<p><b>Occupational Therapy</b></p>	<p>Support documents should be submitted directly to the Occupational Therapy office, Douglas Hall, room 132:</p> <ul style="list-style-type: none"> <li>• Two letters of recommendation on the prescribed form: one from an upper division instructor and one from an employer or community service supervisor.</li> <li>• Proof of 40 hours of volunteer experience, work or community service on the prescribed form.</li> <li>• A typed essay indicating reasons for choosing OT as a career and contact and/or exposure to the field of OT. Applicants must schedule a preadmission interview with the department, call 773/995-2366.</li> </ul>
<p><b>Physical Education</b></p>	<ul style="list-style-type: none"> <li>• Three letters of recommendation are needed for this program. Only one can be from a personal reference and two from professional references.</li> </ul>
<p><b>Public Health Admin</b></p>	<ul style="list-style-type: none"> <li>• Three letters of recommendation on the prescribed form. Combined GRE test score of 1,000(if taken prior to 07/31/11), 290(if taken 8/1/11 to present).</li> </ul>
<p><b>Social Work</b></p>	<ul style="list-style-type: none"> <li>• 2-3 page typed double-spaced essay;</li> <li>• Three recommendation letters on the CSU prescribed forms;</li> <li>• Resume of your education, work and volunteer experience.</li> <li>• Completion of the MSW supplemental packet.</li> <li>• A passing score on the Illinois basic skills test or the Test of Academic Proficiency and a Masters in Social Work is required at the time of application for the post masters/certification only program. <a href="http://www.icts.nesinc.com">www.icts.nesinc.com</a> (for information on testing dates).</li> </ul>

<p><b>Special Education Master's Degree Program</b></p>	<ul style="list-style-type: none"><li>• Two letters of recommendation (written on Official letterhead) from school administrators or supervisors who are familiar with your work and can attest to your ability to succeed in a graduate program.</li><li>• A one-page essay describing your background experience and interest in the Special education master's degree program.</li><li>• A passing score on the Illinois basic skills test or test of academic proficiency-additional information about this state exam and testing dates can be found at <a href="http://www.icts.nesinc.com">www.icts.nesinc.com</a>;</li><li>• Resume.</li></ul>
---------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------