

MARQUETTE UNIVERSITY GRADUATE SCHOOL

Application Checklist for the Education Policy and Leadership Program

You must print a copy of this checklist and submit it with your application and all required documents. You must check off each item included in your application package. If you submitted your application online, you must include a copy of that application. In the case of transcripts and letters of recommendation, those documents must be in sealed envelopes. If you believe that something in this checklist does not apply to you, you must indicate that it is not applicable by writing "N/A" in the blank. Application packages that are not complete will not be processed. It is the applicant's responsibility to ensure that all required documents are included in this package. For international applicants, WES and ECE evaluations are not an acceptable substitution for English-translated transcripts or the transcript itself.

APPLICANT INFORMATION

Name: _____	Certificate (Administrative Licensure - Principal, Director of Instruction, Superintendent, Reading Specialist, Reading Teacher)
Program / Department: <u>Education Policy and Leadership Program</u>	Degree: _____
Student Signature: _____	Date: _____

Please note: A transcript analysis completed by the School of Education MUST PRECEDE formal application to the Graduate School. Please contact the department at (414)288-0659 for details.

<input type="checkbox"/>	Completed application (If submitted online: copy of application)
<input type="checkbox"/>	\$40 Application fee
<input type="checkbox"/>	Official transcript
	Institution: _____
<input type="checkbox"/>	Official transcript
	Institution: _____
<input type="checkbox"/>	Official transcript
	Institution: _____
<input type="checkbox"/>	Official transcript
	Institution: _____
<input type="checkbox"/>	Official transcript
	Institution: _____
<input type="checkbox"/>	Three letters of recommendation
	Recommender: _____
	Recommender: _____
	Recommender: _____
<input type="checkbox"/>	A personal statement of purpose that include professional and academic goals
<input type="checkbox"/>	(For administrative leadership certificate applicants only) Proof of an earned master's degree
<input type="checkbox"/>	(For international applicants only) TOEFL score or other acceptable proof of English proficiency