

**SOUTHERN OREGON UNIVERSITY
MAT APPLICATION PACKET CHECKLIST**

PRIORITY APPLICATION DEADLINE - JANUARY 17, 2025

Applications received after the Priority deadline may be considered for review

Please make copies of all application materials for your records before submitting originals.

A. SEND THE FOLLOWING TO THE SOU ADMISSIONS OFFICE BY January 17, 2025

Submit this part of your application as soon as possible to: Admissions Office, SOU, Ashland, OR 97520

- ___ A1. Complete the SOU Graduate Application form online at: sou.edu/admissions/apply/graduate
****A \$60 non-refundable fee will be required at the time you submit your application.**
- ___ A2. Official transcripts of all college work at institutions other than SOU. These are to be sent directly to the Admissions Office by the other institutions.
If SOU is the only institution you have attended, you still must list SOU on the Application for Graduate Admission form. In this case, you do not need to have official transcripts forwarded.
If you have previously been admitted to SOU and have already provided transcripts from all the schools you have attended, you do not need to re-submit.

B. SUBMIT THE FOLLOWING TO THE SOU SCHOOL OF EDUCATION BY January 17, 2025

- ___ B1. Completed Application for 2025 Master of Arts in Teaching (MAT) Licensure Program
- ___ B2. Essay Questions Responses (see page 1 of Application)
- ___ B3. Completed Character Questions Form (including explanation and records for yes answers)
- ___ B4. Release of Information Form (make sure you have a witness to your signature)
- ___ B5. Candidate's Description of Previous Experience Working With Young People Form
- ___ B6. Mathematics Verification Form (**Multiple Subjects only**) - Mathematics 211, 212 and 213.
- ___ B7. Two Letters of Recommendation (from immediate supervisors attesting to the applicant's level of competence to work with school-aged children or youth in a public school).
- ___ B8. Second Language/Multicultural Proficiency Form (optional)

Email above items B1 – B8 to Anita Caster (caster@sou.edu). Letter(s) of Recommendations may be mailed separately if necessary. Please make copies for your own records. (The School of Education will not be able to make copies for you). All of these items are due by January 17, 2025.

SOUTHERN OREGON UNIVERSITY
Master of Arts in Teaching Program

INFORMATION ABOUT ADMISSION CRITERIA AND PROCEDURES

The priority application deadline for the 2025 cohort is **January 17, 2025**
Applications received after January 17, 2025 may be considered for review

ADMISSION POLICY

Admission to the MAT Program is based on the admission criteria listed below. Due to enrollment limitations, the admission process is competitive. All the admission criteria must be met by the time the program begins.

In addition, the School of Education recognizes the importance of proficiency in speaking, writing and reading. These skills will be assessed through the application process and in the interviews.

Admission criteria consist of the following:

1. A baccalaureate degree from an accredited college or university.
2. A cumulative GPA of at least 3.0 in the most recent 90 quarter or 60 semester hours of undergraduate work. Single Subject candidates must also possess a 3.0 in all subject area coursework, both undergraduate and graduate, if applicable.
3. Completion of the majority (if not all) of the appropriate prerequisite courses for the subject the candidate plans to teach.
4. Two favorable letters of recommendation attesting to the candidate's competence to work with school-aged children. (Experiences from public school teachers or supervisors are preferred.)
5. Interviews of qualified candidates.
6. Experience working with young people at the appropriate authorization levels.

Missing File Items: If, after the application deadline, an applicant's file is incomplete, the student will be notified one time in writing at the address given on the application form. The applicant will be given two weeks from the date of notification to supply the missing information to the School of Education. Any files which are still missing critical information at the end of that elapsed time will be considered incomplete, and this will affect consideration of the application.

Additionally:

7. **Exit** criteria for Oregon licensure and the SOU masters degree requires: 1) Passing scores on the NES Elementary Education test (both subtests) or passing scores on the appropriate specialty area NES test and 2) Passing scores on the PTP. Students who have not passed an exam required for their endorsement area will not be eligible for an Oregon teaching license, will not be able to graduate with the Master of Arts in Teaching degree, and may not be allowed to "walk" in the graduation ceremony

APPEALS PROCEDURE

If an unsuccessful applicant feels that the Selection Committee was not aware of some extenuating circumstance at the time of application or that the committee was examining incorrect or incomplete information, then the applicant may meet with the Dean of Education to discuss the situation. However, neither the Dean nor the Selection Committee is obligated to reopen the application.

The School of Education at Southern Oregon University supports equal educational opportunity for all students and is committed to actively removing any barriers that artificially limit the personal development of women and minorities. If an otherwise qualified applicant feels that he or she experienced discrimination on the basis of race, color, religion, sex, sexual orientation, national origin, age, marital status, disability, or veteran status, he or she should contact the SOU Affirmative Action Officer at (541) 552-6221.

CATEGORIES LISTED IN DECISION LETTERS

FULL GRADUATE ADMISSION: Full graduate admission (i.e., regular admission) is granted to students who meet or exceed all the admission criteria, have been interviewed, and have been granted admission by the MAT Program selection committee. *Note: Students who receive full admission are eligible for graduate level financial aid.*

PROVISIONAL STATUS - Provisional status means that the admission committee was impressed by a candidate's qualifications and will grant the candidate full graduate admission or post-baccalaureate admission once the candidate fulfills the specific provisions listed below.

Baccalaureate Degree: An otherwise qualified applicant who has not yet completed the baccalaureate degree may be granted provisional status if that degree will be successfully completed by the start of the MAT Program and if the individual's grade point average remains at an acceptable level.

Other: A student must submit with the application a letter requesting provisional status for any other unique circumstances.

Note: Since provisional status is not an admission category, students granted provisional status are not eligible for any financial aid linked to the MAT Program. Once a student fulfills the provisions and is granted full graduate admission, then the student would be eligible for financial aid.

**Please make copies of the completed application for your personal records.
The School of Education will NOT be able to provide you with copies.**