

SOUTHERN OREGON UNIVERSITY  
FULL- TIME MAT APPLICATION PACKET CHECKLIST  
2023-24 COHORT

APPLICATION DEADLINE - JANUARY 13, 2023

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

A. SEND THE FOLLOWING TO THE SOU ADMISSIONS OFFICE BY January 13, 2023.

- \_\_\_ A1. Complete the SOU Graduate Application form online at: [sou.edu/admissions/apply/graduate](http://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 13, 2023

- \_\_\_ B1. Completed Application for 2023-24 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 applicants 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](mailto:caster@sou.edu)). Letter(s) of Recommendation may be sent 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 13, 2023.***

**SOUTHERN OREGON UNIVERSITY**  
**Master of Arts in Teaching Program**

**INFORMATION ABOUT ADMISSION CRITERIA AND PROCEDURES**

The application deadline for the 2023-23 cohort is **January 13, 2023**

## **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. **Single Subject:** Completion of prerequisite coursework in your endorsement area (i.e., subject area) by the time the program begins.
4. **Multiple Subjects:** Completion of twelve credits in each of the three areas: a) social studies with at least one course in history, at least one course in geography and at least one course in a behavioral science, b) sciences with at least one course in a biological science and at least one course in a physical science, c) and language arts with at least one course in writing, one course in English literature, and one course in communication. Completion of Math 211, 212, 213.
5. 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.)
6. Interviews of qualified candidates.
7. Experience working with young people at the appropriate 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:**

10. **Exit** criteria for Oregon licensure and the SOU master's 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 ORTPA. 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 Director of Education to discuss the situation. However, neither the Director 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 FOR 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 and certain types of scholarships are contingent upon full graduate admission.*

**PROVISIONAL STATUS** - Provisional status means that the admission committee was impressed by a candidate's qualifications and will grant the candidate full graduate 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.

**Course Prerequisites:** An otherwise qualified applicant who has not yet completed all the coursework prerequisites may be granted provisional status if it appears the coursework will be successfully completed by the start of the MAT Program.

**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 or scholarships 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 and certain types of scholarships.

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