



California State University, Long Beach
College of Education, Graduate Studies
1250 Bellflower Boulevard, EED-7
Long Beach, CA 90840-2201
562-985-8476

INFORMATION AND APPLICATION PACKET

MASTER OF ARTS IN EDUCATION

OPTION IN CURRICULUM AND INSTRUCTION: ELEMENTARY OR SECONDARY EDUCATION

Website:

www.ced.csulb.edu/teacher-ed/academic/c-i

Contact Dr. Xin Li with inquiries about the program

Xin.Li@csulb.edu

562/985-1131

Contact the College of Education Graduate Studies Office with inquiries about the application

ced-gradstudies@csulb.edu

562/985-8476

APPLICATION DEADLINES

APPLICANT	FALL 2019
DOMESTIC	6/01/2019*
INTERNATIONAL	4/01/2019

***THE APPLICATION DEADLINE IS ON A SATURDAY. THE GRADUATE STUDIES OFFICE IS CLOSED ON THE WEEKEND. THE UNIVERSITY APPLICATION MUST BE SUBMITTED ONLINE BY THE DEADLINE. THE PROGRAM APPLICATIONS WILL BE ACCEPTED THROUGH MONDAY, JUNE 3, 2019.**

POSTMARKED APPLICATION MATERIALS WILL NOT BE ACCEPTED.

TABLE OF CONTENTS

Program Information	3-4
Program Requirements	4
Application Process – University and Program	5-7
Admission Process	7
Program Application Packet	8-12

FREQUENTLY ASKED QUESTIONS

Q. Is the GRE required?

A. The GRE is not required for this program. For a list of eligibility requirements, please see page 5. For a list of items required to be submitted with the program application, please see checklist on page 8.

Q. Does this program combine a Master's Degree with a preliminary teaching credential?

A. CSULB does not offer a combined teaching credential and master's degree. If you are interested in earning the credential to teach, please visit <http://www.csulb.edu/tpac> for teaching credential program options.

Q. Does coursework for the program count toward a teacher induction program (i.e.- BTSA)?

A. No, the program coursework does not count toward an induction program. Please consult with your school district for information about an induction program.

Q. How long does the program take to complete?

A. The program is designed to be completed in 2 years. Upon admission, the program coordinator will provide each newly admitted student their program plan.

Q. How much will the program cost?

A. This program requires 30-33 units. Most students enroll in 2 courses (6 units) each Fall and Spring semester. Please reference [Tuition and Fees website](#) for a complete breakdown for "Graduate" fees. Summer enrollment is optional; please note there is limited availability of summer courses. Please reference the [College of Continuing and Professional Education website](#) for a breakdown of summer fees.

Q. Where do I send transcripts?

A. Transcripts are sent to Enrollment Services. Please see page 6 of this packet for additional information. Do not send your transcripts to the College of Education Graduate Studies Office.

Q. When does the program have admission?

A. This program starts in the fall semester. This program does not have a spring admission cycle.

PROGRAM INFORMATION

The Master of Arts Degree in Education, option in Curriculum and Instruction (Elementary Education or Secondary Education) is a 30-33 unit program and is designed to foster the development of educators who are caring, effective, reflective, and committed to improving their schools. Coursework prepares teachers to apply theoretical insights and research findings to the practical problems they encounter in their work in curriculum and instruction. In addition to preparing graduate students to make useful connections between theory, research, and practice, the program also sets the goal of strengthening students' ability to effectively communicate their knowledge and understanding of current educational problems to diverse audiences (i.e., students, parents, colleagues, school and district administrators, and policymakers). The Curriculum and Instruction (C&I) program serves two distinct types of students. One type of student is the new teacher; these students continue directly from the basic credential programs and seek continuing and ongoing professional development during their first years of teaching. A second type is the experienced teacher; these students have obtained a sense of confidence and efficacy in their teaching abilities and seek greater intellectual challenges in understanding educational problems that are manifested in their professional experiences, mostly in urban education. The curriculum has been broadly designed with these two types of students in mind.

PROGRAM MISSION STATEMENT

It is the mission of the program to develop and support a community of life-long learners who are actively engaged in reflection, research and scholarly activities that contribute to their personal and professional growth. Professional growth in turn helps graduates to improve the schools, agencies, and communities they serve. The C & I program aims to expand teachers' knowledge base and professional competency so that they may help K-12 students from all segments of society achieve their fullest potential and contribute to the building of a vibrant democracy.

PROGRAM GOALS

- Graduates develop and apply theoretical insights and research findings to curriculum, instruction, and assessment in K-12 schools.
- Graduates develop an understanding of the contexts in which educational thought and practice in the United States originated, developed, became institutionalized, and changed over time.
- Graduates have a critical understanding of theoretical perspectives and the design, implementation, and evaluation of curriculum in the context of the school in the 21st century.
- Graduates develop the capacity to effectively communicate their knowledge and understanding of current educational problems to diverse audiences.

PROGRAM LEARNING OUTCOMES

- Students can develop and apply theoretical insights and research findings to curriculum, instruction, and assessment in K-12 schools.
- Students can analyze how the major philosophical and historical paradigms of elementary and secondary education have influenced contemporary reform movements, curricula, and instructional practices.
- Students can identify and analyze current multicultural issues and policies in education in the U.S. and globally from a critical perspective.
- Students can analyze how knowledge in their subject area is conceptualized, created, organized, and assessed by analyzing a curriculum and assessment system.
- Students can design and conduct an action research study, using appropriate data gathering and analysis techniques.

Students can collect and analyze data appropriate for their action research questions and goals, utilizing academic research that informs the study.

PROGRAM REQUIREMENTS

Admitted students should consult with their advisor regarding appropriate course selection. It is important that candidates take courses in the advised sequence. Candidates will therefore need to be available to take courses at the day, time, and semester they are offered. Core courses for this program are typically offered weeknights beginning at 4PM or at 7PM, and are subject to changes to accommodate university, college or program needs.

CURRICULUM & INSTRUCTION: ELEMENTARY PROGRAM PREREQUISITES

- Please see the [CSULB Catalog](#) for information about prerequisites.
- Prerequisites include:
 - A valid teaching credential OR by permission of the Program Coordinator.

CURRICULUM & INSTRUCTION: ELEMENTARY PROGRAM REQUIREMENTS

- Please see the [CSULB Catalog](#) for information about course requirements.
- The program consists of 30-33 units.
- A program planner will be provided to each student upon admission.
- Each Fall and Spring semester, students typically enroll in 2 courses (6 units). Summer enrollment is optional; there is limited availability of summer courses.

CURRICULUM & INSTRUCTION: SECONDARY PROGRAM PREREQUISITES

- Please see the [CSULB Catalog](#) for information about prerequisites.
- Prerequisites include:
 - A valid teaching credential OR by permission of the Program Coordinator.

CURRICULUM & INSTRUCTION: SECONDARY PROGRAM REQUIREMENTS

- Please see the [CSULB Catalog](#) for information about course requirements.
- The program consists of 30-33 units.
- A program planner will be provided to each student upon admission.
- Each Fall and Spring semester, students typically enroll in 2 courses (6 units). Summer enrollment is optional; there is limited availability of summer courses.

APPLICATION PROCESS

APPLICANT ELIGIBILITY

The following are required for admission to the program:

- Baccalaureate degree from an accredited college or university.
- A valid teaching credential or by consent of program coordinator.
- Minimum 2.85 overall grade point average in last degree (not credential or certificate) earned from an accredited institution of higher education. Applicants whose overall GPA is less than 2.85 but meet the University minimum GPA requirement (2.50 for a completed baccalaureate degree or 2.70 for a baccalaureate degree in progress) and who present compelling evidence of academic and professional potential either through recent academic performance and/or experiential background, may be considered for admission at the discretion of the program admission committee.
- International applicants have additional university application requirements including meeting the English language proficiency requirement. Please visit The Center for International Education (CIE) website at www.csulb.edu/cie for more information.

APPLICATION PROCEDURES

Graduate applicants must apply to the university AND to a specific graduate program simultaneously by the deadline listed on the first page of this packet. Admissions decisions are made at the program level by the faculty. It is essential to follow the guidelines for applying to both the university and program. Failure to do so, and to do so in a timely manner, may result in not being considered for program and/or university admission. If you have questions, please contact the College of Education Graduate Studies Office at 562-985-8476 or ced-gradstudies@csulb.edu.

Admission cannot be deferred. Admitted students who do not attend the term they are admitted will need to re-apply to both the university and the program for a future term.

UNIVERSITY APPLICATION PROCEDURES

You must submit a Graduate/Post-Baccalaureate Admissions Application online at [Cal State Apply](http://CalStateApply) accompanied by the \$55 nonrefundable application fee by the program application deadline.

The Graduate Studies Office has created a [tutorial](#) with tips for submitting the university application on Cal State Apply. For technical assistance with the university application, please contact the Cal State Apply Help Desk: (857) 304-2087 or CalStateApply@liaisoncas.com

Once the university application has been submitted, applicants can track their university application in the Applicant Self Service portal, found at: <http://www.csulb.edu/admissions/applicant-self-service>.

TRANSCRIPTS

You must submit 1 set of official transcripts for ALL colleges and universities attended to Enrollment Services. This includes all community college(s) attended, bachelor's degree(s) coursework, and all post-baccalaureate or extension coursework. Note that if you received your bachelor's degree from CSULB and have not attended any other university or college since, you will most likely not need to provide transcripts.

Deliver official transcripts to Enrollment Services by any of the following methods: (1) electronically, (2) mail, or (3) drop-off in person.

Official transcripts may be submitted electronically directly from a U.S. college or university to ES-IDPTrans@csulb.edu.

Official transcripts may be delivered in a sealed envelope to the address below:

Enrollment Services/Admissions
California State University, Long Beach
1250 Bellflower Blvd.
Long Beach, CA 90840

You are not required to submit transcripts to the College of Education. It is critical that you submit your university application and the transcripts prior to the program application deadline. This will allow the College of Education faculty and staff access to your transcripts as part of the review of your program application.

PROGRAM APPLICATION PROCEDURES

The program application may be found on pages 8-12 in this packet. All program application materials must be received by the application deadline; please see the first page of this packet for the deadline.

Applications may be submitted in-person or via traditional mail. Electronic submissions are not accepted. Send materials to the College of Education Graduate Studies Office as one complete packet containing all documents listed on the Application Checklist:

California State University, Long Beach
College of Education, Graduate Studies Office
1250 Bellflower Boulevard, EED-7
Long Beach, CA 90840-2201

Please do not submit program application items separately. The College of Education Graduate Studies Office will send you an email once they have processed your application.

INTERNATIONAL APPLICANTS

We encourage international applicants to consider our graduate degree. International applicants planning to attend on a J1 or F1 VISA have additional requirements for admission, and can find admission information at the [Center for International Education](#) website. Please note that some programs have earlier deadlines for international (F1 or J1 VISA) applicants. Please verify all deadline dates in the application packet on the [Program Deadlines and Application Packets page](#).

APPLICATION PROCESS – TWO STEPS

1. STEP ONE: Apply to the university

- a. Complete the university application through Cal State Apply www.calstate.edu/apply
- b. See this checklist from the Center for International Education for all items required <http://www.ccpe.csulb.edu/International/about.aspx?plD=6>

2. STEP TWO: Apply to the program (see above)

The program application may be found on pages 8-12 in this packet. All program application materials must be received by the application deadline; please see the first page of this packet for the deadline.

Applications may be submitted in-person or via traditional mail. Electronic submissions are not accepted. Send materials to the College of Education Graduate Studies Office as one complete packet containing all documents listed on the Application Checklist:

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Please do not submit program application items separately. The College of Education Graduate Studies Office will send you an email once they have processed your application.

ADMISSION PROCESS

PHASE 1: PROGRAM APPLICATION PAPER REVIEW

You must submit all of the items listed on the program application checklist. The Admissions Committee will review the program application materials approximately four weeks after the deadline. You will be notified by email regarding the status of your application. The program coordinator may contact you with questions about your application.

PHASE 2: ORIENTATION

Candidates who are invited for admission will be notified by email and will be invited to a mandatory orientation meeting with the program coordinator. During orientation, a program plan will be developed and you will be advised as to the appropriate sequence of classes.



APPLICATION FOR ADMISSION

Master of Arts in Education
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The information on pages 8 and 9 of this packet may be typed or hand-written.

SEMESTER: _____

YEAR: _____

OBJECTIVE, CHOOSE ONE: **ELEMENTARY EDUCATION** **SECONDARY EDUCATION**

PERSONAL INFORMATION:

First Name: _____

Last Name: _____

MI: _____

Other Names, if applicable (for example, maiden name): _____

Preferred Phone: _____

Alternate Phone: _____

Email Address: _____

Languages Spoken Other Than English (optional): _____

PROGRAM APPLICATION CHECKLIST:

You must provide all of the items listed below. Please do not submit pages 1-7 of this packet.

- Application for Admission form (pages 8 and 9 of this packet)
- Résumé
- Personal statement (see page 10)
- Two completed recommendation forms and narrative letters (pages 11 & 12 of this packet)
- Copy of teaching credential, if held

Applicants will receive an email notification once their application has been processed.

My signature below certifies that I have read the program information and I am familiar with the program's goals, mission, requirements, and procedures as posted.

Applicant's Signature: _____

Date: _____



ACADEMIC AND PROFESSIONAL EXPERIENCE

ACADEMIC BACKGROUND

College/University	Program/Major	Dates Attended	GPA	Degree Earned
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CREDENTIALS HELD, IF ANY

Credential	Issuing Agency	Date granted	Expiration date
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EMPLOYMENT EXPERIENCE

Employer	Location	Position	Full/Part Time	Dates
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VOLUNTEER EXPERIENCE

Agency / Organization	Location	Nature of Experience	Hours per week	Dates
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PERSONAL STATEMENT

Master of Arts in Education
Option in Curriculum and Instruction, Elementary or Secondary Education
California State University, Long Beach

Submit a 2-3 page double-spaced typewritten personal statement. It should address the following two questions:

- 1) What are the academic, professional and personal experiences that led you to apply to the Curriculum and Instruction program?
- 2) What are your academic, professional and personal goals, and how would the Curriculum and Instruction program help you achieve them?

Each question may be answered sequentially, or the applicant may integrate his or her responses to all questions into one central discussion.



RECOMMENDATION FORM

Master of Arts in Education
Option Curriculum and Instruction, Elementary or Secondary Education
California State University, Long Beach

Make two copies of this recommendation form, one for each of your recommenders. Ask your recommenders to return the completed forms and letters to you and include them in your application packet. Recommendations are due by the application deadline.

APPLICANT

Please indicate the following and sign below: I do (OR) I do not waive my right to access this confidential letter of recommendation and similar evaluative statements received in connection with my application.

Printed Name: _____

Applicant's Signature: _____ *Date:* _____

RECOMMENDER

Please complete the information requested below in regards to the applicant who is seeking admission to the program. After completing this two-page recommendation form and supporting letter, please return both to the applicant in a sealed envelope with your signature across the back flap of the envelope.

Recommender Name: _____

Institution: _____ Position: _____

Email Address: _____ Phone: _____

How long and in what capacity have you known this applicant?

ASSESSMENT OF APPLICANT

Please indicate your evaluation of the applicant by placing a check mark where appropriate:

	Below Average	Average	Above Average	Outstanding	Cannot Comment
Academic Writing Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intellectual Capacity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability with Diverse Groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential for Graduate Work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please indicate your overall recommendation for the applicant's admission to the program at California State University, Long Beach with a check mark:

- Strongly recommend
- Recommend
- Recommend with reservations
- Do not recommend

LETTER

PLEASE ATTACH A LETTER MAKING SPECIFIC COMMENTS ABOUT THIS APPLICANT. In the letter of recommendation, please provide information relevant to the applicant's suitability for graduate study in Curriculum and Instruction. Please cover topics such as the applicant's academic abilities and intellectual capacity, personal qualities, maturity, ability to work with diverse groups of people, and obstacles overcome. It is not necessary to address each of the topics noted above, especially if you do not have a basis for commenting on the applicant's abilities in a certain area. Please include any additional topics that you believe are relevant to the applicant's preparation and suitability for this graduate program.

When you have completed this form and letter of recommendation, please place them together in an envelope, seal, sign over the seal, and return to the applicant. The applicant is required to submit the letter along with a complete set of application materials by the deadline.

Recommender Signature: _____ Date: _____

We thank you for taking the time to complete this Recommendation Form and Letter.