

POLICY & PROCESS

- Applicants to the Multiple Subject, Single Subjects, Education Specialist, and the Master of Arts in Teaching Credential Programs with a GPA lower than a 2.50 must petition for admission consideration under an “Exceptional Admit.”
Note: Master of Arts in Teaching applicants below 2.50 must submit BOTH a Portfolio of Evidence AND a Petition for Exceptional Admission.
- Students applying for admission under the “Exceptional Admit” category may be allowed to enroll in no more than 6 units prior to notification of acceptance in the program.
- Students denied admission to the program may not enroll in any further School of Education coursework at University of Massachusetts Global until fully admitted into a program.

DIRECTIONS FOR SUBMISSION

1. Gather the following materials. Must be submitted as a single PDF file (*Note: Keep personal copies as materials will not be returned*):

- Petition for Exceptional Admission Form.
 - Completed page 2 of this document.
- Basic Skills Verification.
 - Complete [Basic Skills Verification Form](#)
- Letter from Candidate.
 - This letter will specify exceptional admission criteria and how those criteria have been met. The student should also address why they feel they are capable of graduate level work.
- California Subject Examinations for Teachers (CSET).
 - Successfully pass the subtests of the appropriate CSET.
 - Email the Teacher Accreditation Department at credentialalerts@umassglobal.edu if there are questions about which CSET is acceptable for your credential program.
- At Least Three (3) Letters of Reference.
 - These must be from individuals who can attest to the applicant’s ability to do graduate level work. These letters must be no older than two years. For example, from faculty (not a neighbor or friend). A letter from a work supervisor is acceptable but should not be the only letter submitted.
NOTE: MAT applicants with a GPA below 2.50 may use the same letters for their portfolio of evidence.

2. Submit Application and Supplementary Materials to enrollment coach via email.

The Petition for Exceptional Admission must be complete before submitting to the Enrollment Coach. If it is not complete, it will not meet the approval of the review committee.

APPLICANT INFORMATION

Student ID: _____

First Name: _____ Last Name: _____

Email Address: _____ Phone: _____

Academic Program: _____

I do hereby petition to be admitted to University of Massachusetts Global under the following criteria (check all that apply):

- Fluent in a language other than English
 - Primarily for candidates whose first language is not English.
- Life experience and second career.
- Instructional Assistant.
- Career Ladder.
- Culturally Diverse Experience.
 - Including, but not exclusively:
 - Applicant educated at overseas schools.
 - Former Peace Corps volunteer.
 - Foreign exchange student
 - Alternative educational experiences.
- Catastrophic Life Experience.
- Overcoming Adversity.
- Undergraduate Degree from a Highly Prestigious University.
- Advanced Degrees from Accredited Institutions.
- Disparity Between Exceptionally High Graduate Test Scores and GPA.
 - If checked please attach test scores for reference.

AUTHORIZATION

By submitting the Application for Portfolio Evaluation for admission, I certify that I am the individual identified on this form. I have read and understand the requirements listed above for the submission of my portfolio. If the portfolio is not complete or not in the required PDF format, this will delay the admission decision. I authorize my Enrollment Coach to process this form.

Digital Electronic Signature: _____ **Date:** _____

First & Last Name

Note: Digital signature is acceptable if form is submitted via the email address listed on your application for admission