

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 2.5 may petition for admission consideration under an “Exceptional Admit.”
- 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:

- ✓ Petition for Exceptional Admission form (see page 2).
- ✓ Letter from candidate specifying 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.
- ✓ One of the approved graduate admission examinations specified below:
 - Graduate Record Examination (GRE): Achieve the required minimum scores on two out of the three subsections. The minimum acceptable scores are below.

Verbal Reasoning	Quantitative Reasoning	Analytical Writing
150	141	4.5

- Miller Analogies Test (MAT): Achieve a minimum scaled score of 403.
 - 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* beyond the initial three recommendation forms submitted for admission. 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, recommendation(s) from faculty (not a neighbor or friend). A letter from a work supervisor is acceptable, but should not be the only letter submitted. (MAT applicants with a GPA below 2.50 may use the same letters for their portfolio of evidence.)

2. Submit Petition and Supplementary Materials to Office of Admissions by one of the following methods:

- a. Fax: 866-659-1143
- b. Email: apply@umassglobal.edu
- c. Mail: Attn. Office of Admission, 16355 Laguna Canyon Road, Irvine, CA 92618

APPLICANT INFORMATION

Student ID: _____ Current GPA: _____

First Name: _____ Last Name: _____

Academic Program: _____ Campus: _____

Email Address: _____ Phone: _____

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
- Other advanced degrees from accredited institutions
- Disparity between exceptionally high graduate test scores and GPA

AUTHORIZATION: By submitting the “*Petition for Exceptional Admission to Credential Program*”, I certify that I am the individual identified on this form and I authorize the Office of Admission to process this form. I acknowledge that the information on this form is true and correct.

Applicant Electronic Signature: _____ **Date:** _____

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