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**Master of Arts in Educational Leadership &  
Administration with Preliminary Administrative Services Credential**

The prospective graduate student in UMass Global must demonstrate his or her readiness to succeed in graduate-level academic coursework by satisfactorily fulfilling one of the following admission options. All graduate admissions options listed below require an earned baccalaureate degree from a regionally accredited institution.

The GPA is calculated over the most recent 30 graded semester (45 quarter) credits completed in either a baccalaureate or post baccalaureate program, including credits earned toward a credential. All credits used for GPA calculation must be from a regionally accredited institution. For graduates of regionally accredited institutions that do not conduct a GPA calculation, an official letter from the University determining grade equivalency will be accepted.

- Option One:** GPA 3.0 or above
- Option Two:** GPA between 2.5 and 2.99, satisfactory score on an accepted Graduate admissions exam such as:
  - Graduate Record Examination (GRE)
  - Graduate Management Test (GMAT)
  - California State Examination for Teachers (CSET)
  - Miller Analogies Test (MAT)
- Option Three:** An earned master's degree or higher from a regionally accredited institution
- Option Four:** GPA below 3.0 submission of a **Portfolio of Evidence** that shows adequate preparation for graduate studies. The portfolio must contain *ALL* of the following, in an electronic (PDF) formatted file submitted to your Enrollment Coach.
  - ✓ Writing samples that show graduate-level communication and analytical skills (at least two). For example, a graded paper from a prior course, a publication, or other peer reviewed writing sample.
  - ✓ A detailed resume showing professional development and achievements, awards, and/or professional recognition.
  - ✓ Letters of reference, at least two, beyond what was submitted for admission, from persons who can attest to the applicant's ability to do graduate-level work. For example, recommendation(s) from a faculty person (not a neighbor or friend). A letter from a work supervisor is acceptable, but it should not be the only letter submitted.
  - ✓ A letter of explanation detailing the reasons the applicant believes he/she is a good candidate for graduate study in the discipline requested. For example, why the GPA was below the expected standard.