



Application Materials Checklist

Education Specialist Degree in Leadership for Learning

Application Deadline October 1 for Spring Semester

All materials not submitted electronically should be placed together in a packet and submitted by mail or in person at one time. Please leave sealed items in their original envelopes when putting them in the packet.

	Online Graduate Application – There is a non-refundable \$60 application fee. www.kennesaw.edu/graduate/admissions/application.html
	Transcripts – Official transcripts from EACH College and/or University you have attended. Must be in sealed envelope from the institution.
	GRE Score Report – <i>Scores must be within the last 5 years.</i> Request that your scores be sent electronically to KSU (school code 5359). No department code is necessary.
	Clear Renewable Georgia Teaching Certificate - To print a copy of your Georgia clear, renewable certificate, you may log onto www.gapsc.com .
	**Personal Reflections Statement – Can be uploaded into the online application. See link below for guidance.
	**Professional Profile or Vita - Can be uploaded into the online application. See link below for guidance.
	Two Letters of Recommendation (Optional) - Can be sent electronically through the online application.
	Interview - An interview may be required. If so, you will be contacted by the program to set up an interview.

****Forms and directions can be found online at:**

http://www.kennesaw.edu/education/grad/eds/EDS_App.doc

International Students (Visa and Green Card holders) Please go to:

<http://www.kennesaw.edu/graduate/admissions/intlreqtsnew.html> for additional requirements.