

Master of Arts in Teaching (MAT) Admission Requirements

Admission decisions are made by full-time faculty in the School of Education using a combination of factors, including academic degree(s), records and experiences. Applicants will be admitted to the program based upon enrollment availability and their ability to meet the following minimum recommended entrance requirements. All the following documents are to be submitted to the William Jessup University (WJU) Graduate Programs Admission Office:

- Graduate Application to WJU
- Resume' / curriculum vitae
 - A resume, or curriculum vitae, documents your prior work experience, publications, honors and awards received and a summary of your educational experiences and degree.
- Personal Statement
 - A personal statement includes why you want to teach, your professional goals, attributes and qualities that you possess that make you a good candidate for the program, and any special interests and/or experiences you believe to be important for the admission committee to know. (Two-page maximum)
- Character Essay
 - Essay Topic: We believe the essential character traits of a great teacher are found in Galatians 5:22-23. Choose one of these traits and explain how it might be applied in a classroom.
 - This essay is to represent your thoughts and the quality of work you would produce during your graduate program; two-page maximum.
- Three Letters of Recommendation
 - From individuals who can assess your character, academic potential, professional commitment, and/or experience. Highly encouraged to have two letters from professional educators and/or employers. Letters from family members or relatives will not be accepted.
 - These should be in letter format and preferably on letterhead.
- Examinations
 - Basic Skills Requirement Verification:
 - Refer to CCTC's [Basic Skills Requirement Leaflet](#) (CL-667) for options on how to meet this requirement
 - A common way to satisfy this requirement is through passing the California Basic Educational Skills Test (CBEST). CBEST details/registration info can be found here: www.cbest.nesinc.com
 - Subject Matter Competency Verification (for appropriate credential subject):
 - Verification of passing CSET scores* or of completing a Commission-approved Subject Matter Preparation Program
 - *If necessary CSETs have not yet been passed, applicants must submit verification of their registration for at least one (1) of their required

CSETs. It is the candidates responsibility to ensure that they pass all necessary CSETs by the deadline outlined by the MAT program in order to be eligible for a student teaching placement. CSET details/registration information: www.cset.nesinc.com/index.asp)

- For direct William Jessup University (WJU) CBEST & CSET score reporting, select WJU as a receiving institution at time of exam registration. WJU's Institution code is #001281
- Optional: Other relevant examinations
- Baccalaureate degree
 - Official transcript from a regionally accredited college or university verifying an earned baccalaureate degree.
- Undergraduate 3.0 or better GPA
 - Official transcript showing an undergraduate 3.0 plus GPA is an indicator of academic potential and success at the graduate level. Applicants not meeting this standard are not automatically disqualified; however, they should provide an explanation of prior performance and describe the experiences and skills they believe indicate the ability to succeed at the graduate level.
- Certificate of Clearance (or equivalent)
 - The Certificate of Clearance is a document issued by the California Commission on Teacher Credentialing to an individual who has completed the Commission's fingerprint and character and identification process, whose moral and professional fitness has been shown to meet the standards as established by law. See CCTC's [Certificate of Clearance Leaflet](#) (CL-900) for details on applying for the Certificate of Clearance
 - MAT applicants may also submit a copy of their valid CCTC issued Emergency 30-Day Substitute Teaching Permit to meet this requirement. It is the candidates responsibility to ensure that this permit remains valid throughout their entire teaching credential program and at time of credential recommendation.
- Tuberculosis Test (TB) Clearance
 - An applicant must show evidence of passing a TB in the past year.
 - Skin test or chest X-ray accepted. TB risk assessments are not accepted at this time.
- U.S. Constitution Requirement (must be met through one of the following):
 - Passing a qualifying college level course taken at a regionally-accredited college or university
 - Passage of the AP US Government or AP US History exam (only if accepted for course credit at a regionally accredited college/university and documented on the candidate's official transcript)
 - Conferred Bachelor's degree from a CSU
 - Passage of the US Constitution Challenge exam
- Educational Field Experience
 - List and describe at least 90 hours of educational field experiences within the last three years. These experiences might include teaching, missions work, coaching, volunteering, and others.