

**MASTER'S PROGRAM  
C&I ADMISSION  
DEADLINES**

---

**FALL ADMISSIONS  
FOR M.ED./M.S.  
FEBRUARY 15**

**SPRING ADMISSIONS  
FOR M.ED./M.S.  
SEPTEMBER 30**

# Master's Program Application Process

## Curriculum & Instruction (C&I) Department

---

### PART ONE: APPLICATION FOR ADMISSION TO THE GRADUATE COLLEGE

1. Read and complete the Graduate College Application Packet, and mail the application to the Graduate College, along with the \$60.00 application fee (\$75.00 for international students). Make checks payable to the Board of Regents. The Graduate College Application Packet is available at:  
<[http://graduatecollege.unlv.edu/admissions/download\\_app\\_forms.htm](http://graduatecollege.unlv.edu/admissions/download_app_forms.htm)>.
2. One set of official transcript(s) from each university/college attended must be mailed directly to the Graduate College. **No hand-carried, photocopied, or "Issued to Student" transcripts will be accepted.** If the applicant has attended UNLV, he/she must go to the Registrar's Office to complete a transcript request form. Note: A second official set of transcript(s) must be mailed directly to the C&I Department. All transcripts must be received directly from all schools attended.
3. If applicable, the Graduate Assistant Application  
<[http://www.unlv.edu/Colleges/Graduate/financing/grad\\_assist\\_fin.htm](http://www.unlv.edu/Colleges/Graduate/financing/grad_assist_fin.htm)>  
and/or fellowship/scholarship applications  
<[http://www.unlv.edu/Colleges/Graduate/financing/fellow\\_scholar.htm](http://www.unlv.edu/Colleges/Graduate/financing/fellow_scholar.htm)>,  
along with necessary supporting documents, should be mailed directly to the Graduate College.  
**Mailing Info: UNLV GRADUATE COLLEGE**  
**4505 MARYLAND PKWY BOX 451017**  
**LAS VEGAS NV 89154-1017**
4. For additional information, purchase the UNLV Graduate Catalog, which is available in the UNLV Bookstore for a nominal fee. Or, you may visit  
<[http://www.unlv.edu/Colleges/Graduate/admissions/grad\\_catalog.htm](http://www.unlv.edu/Colleges/Graduate/admissions/grad_catalog.htm)> to view this catalog online.

### PART TWO: APPLICATION FOR ADMISSION TO THE C&I DEPARTMENT

1. Write a one-to-two page statement of your professional goals and mail it to the C&I Department. Include in your statement your proposed area of emphasis and the names and phone numbers of two professional references. **It is not necessary to send two letters of recommendation to either C&I or the Graduate College.** *For your convenience, you are encouraged to e-mail your Professional Goals Statement with references to <[cigrad@unlv.edu](mailto:cigrad@unlv.edu)>. No attachments, please.*
2. Remember, a second set of official transcript(s) must be mailed directly to the C&I Department.  
**Mailing Info: UNLV CURRICULUM & INSTRUCTION DEPT**  
**ATTN: GRADUATE COORDINATOR**  
**4505 MARYLAND PARKWAY BOX 453005**  
**LAS VEGAS NV 89154-3005**
3. For additional information not included in the attached information sheet, purchase the Curriculum & Instruction Graduate Handbook, which is available in the UNLV Bookstore for a nominal fee. Or, you may visit <<http://www.unlv.edu/Colleges/Education/CI/Programs/Graduate.html>> to view this handbook online.

---

**NEVADA STATE LAW REQUIRES ALL NEW UNLV GRADUATE STUDENTS  
TO SUBMIT PROOF OF IMMUNIZATION BEFORE THEY MAY REGISTER FOR CLASSES.**

**For further information regarding the mandatory immunization requirement,  
contact the Student Health Center at (702) 895-3370.**

**Curriculum & Instruction Department  
College of Education  
University of Nevada Las Vegas  
4505 Maryland Pkwy Box 453005  
Las Vegas NV 89154-3005**

**cigrad@unlv.edu or (702) 895-1986  
<http://www.unlv.edu>**

The Curriculum & Instruction (C&I) Department offers two master's degree programs: the Master's of Education (M.Ed.) and the Master's of Science (M.S.). Within each master's program, emphases (areas of study) have been designed to meet the students' professional goals and/or interests. Detailed information regarding the emphases can be found in the Curriculum & Instruction Graduate Handbook: Master's Programs, which is for sale in the UNLV Bookstore. Or, you may visit <<http://www.unlv.edu/Colleges/Education/CI/Programs/Graduate.html>> to view this handbook online.

Students seeking an M.Ed. or M.S. generally hold a bachelor's degree in education and have a teaching license within the K-12 range. Students with a bachelor's degree in a non-education field are eligible for the Graduate Licensure Program (GLP) in elementary or secondary education, offered only as an M.Ed., or the Postsecondary TESL program of study, available as an M.Ed. or M.S.

The M.Ed. requires a minimum of 36 semester hours of study. Students in the M.Ed. program may take a comprehensive examination or complete a professional paper/project as the culminating activity for the degree. The comprehensive examination is the only culminating activity option for the Elementary Education emphasis or GLP-Elementary. M.Ed. students must maintain a grade point average (GPA) of 3.00 or higher during their program of study.

The M.S. requires a minimum of 39 semester hours of study. Students in the M.S. program complete a six semester hour thesis and oral defense as the culminating activity for the degree. M.S. students must maintain a grade point average (GPA) of 3.00 or higher during their program of study.

For additional information regarding the GLP's application process, contact the Professional Development Office, Graduate Licensure Division, in CEB 367A, 895-1536. Other programs: Initial Licensure Program (ILP), 895-1465; Doctoral Programs, 895-1308.

**Admissions Requirements for M.Ed. and M.S.**

In addition to meeting the admission requirements of the Graduate College, applicants must also meet Department of C&I requirements:

1. Complete a minimum of 18 semester hours of coursework in professional education taken at either the undergraduate or post-baccalaureate level. This requirement does not apply to students in the Graduate Licensure Program.
2. Write a one-to-two page statement of your professional goals and email it to the C&I Department through <[cigrad@unlv.edu](mailto:cigrad@unlv.edu)>. Include in your statement your area of emphasis and the names and telephone numbers of two professional references.

Applications are processed when all materials required by both the Graduate College and C&I Department have been received. The materials are then forwarded to the Graduate Coordinator who evaluates the applicant's credentials and recommends either: 1) full or provisional admission to the program, depending on the strength of the applicant's academic credentials, or 2) denial. Students are admitted to the C&I Department twice each year.

**ADMISSION DEADLINES ARE FEBRUARY 15 FOR THE FALL SEMESTER & SEPTEMBER 30 FOR THE SPRING SEMESTER.**

Students are not admitted to the Graduate College during the summer; however, potential candidates may enroll in selected courses, as non-degree seeking, special graduate students while awaiting to complete the admission process. Or, students who wish to begin studies, but who missed the application deadline for Fall or Spring semesters, may enroll as a non-degree seeking, special graduate student. Caution: 1) a maximum of 15 semester hours completed prior to the semester of matriculation (admission) may be used to meet master's degree requirements, and 2) there is no guarantee that courses completed as a special graduate student will apply to a graduate program of study. Therefore, it is recommended that special graduate students enroll in the core classes listed for the intended area of emphasis. For specific course listings, purchase the Curriculum & Instruction Graduate Handbook, which is available in the UNLV Bookstore for a nominal fee. Or, you may visit <http://www.unlv.edu/Colleges/Education/CI/Programs/Graduate.html> to view this handbook online.

### **Transfer Courses**

Transfer courses and courses taken at UNLV before admission may be accepted in a program of study. A maximum of 15 semester hours may be transferred and must:

- a. fall within the six (6) year limit for completion of the degree (the six (6) year limit begins with the oldest course on the program);
- b. be evaluated by the advisor as meeting program emphasis requirements (the advisor may communicate with other faculty who teach similar courses, but there are no forms requiring approval);
- c. be completed with a grade of "B" or better (No grades of "B-" or lower may be transferred); and
- d. be limited to 12 semester hours if the student was enrolled in a degree program at another institution (these hours are considered part of the 15 hour transfer limit).

### **Provisional Status**

If a student is admitted on provisional status, nine (9) semester hours of designated coursework must be completed during the first year of study and a grade of "B" or better must be earned. These courses appear on the Certificate of Admission and are usually core requirements.

### **Advisor Assignment and Program of Study Forms**

Upon acceptance, official written notification of will be mailed to you by the Graduate College. In addition, you will receive a letter from the C&I Department, identifying your advisor. In consultation with the advisor, **students are responsible for filing program of study forms.** For additional information regarding the Proposed Graduate Degree Program, purchase the Curriculum & Instruction Graduate Handbook, which is available in the UNLV Bookstore for a nominal fee. Or, you may visit <http://www.unlv.edu/Colleges/Education/CI/Programs/Graduate.html> to view this handbook online.

### **Emphases:**

- Elementary Education
- English Language Arts Education
- Library Science
- Literacy Education/Reading and Language Arts
- Mathematics Education
- Middle Level Education
- Multicultural Education
- Postsecondary Teaching English as a Second Language (TESL)
- Secondary Education
- Teaching English as a Second Language (TESL)
- Technology Integration
- Technology Leadership

### **Licensure:**

- Elementary Education Endorsement (adds elementary certification to a teaching license)
- Graduate Licensure Program (GLP) - Elementary & Secondary (leads to licensure and a master's degree)
- Initial Licensure Program (ILP) (leads to licensure only)