

# Instructions for Applying to Physical Education

DEADLINE

April 1, 2020 @ 4:30 p.m.

**Applying** to the Physical Education program is a two-step process. The first step is submitting an online application; this may be completed as soon as a student decides to apply for admission to the Physical Education program. The second step involves submitting hard copies of application materials, which are detailed below. Students *do not* need to have all hard copy application materials ready to submit before completing the online portion. In fact, we encourage students to complete the online application portion as early as possible! Both steps must be completed by April 1, 2020, at 4:30 p.m..

Prospective applicants are strongly encouraged to meet with an Education Academic Services/Office of Undergraduate Recruitment and Retention advisor. Phone 608-262-1651 or visit Room 139 Education Building (on Bascom Hill) to make an appointment. Students who are applying as prospective transfers to UW-Madison are also strongly encouraged to meet with an EAS/OURR advisor, either in person or via phone.

Questions about the application itself may be directed to [soeadmissions@education.wisc.edu](mailto:soeadmissions@education.wisc.edu); we will try to respond within 24 hours.

Admission to the Physical Education program is limited and may be competitive. Obtaining or exceeding the minimum eligibility criteria does not guarantee admission. Applicants should carefully review the program admission information available in the *Guide* ([guide.wisc.edu](http://guide.wisc.edu)).

Applicants not currently enrolled on the UW-Madison campus must also submit an application to the Office of Admissions and Recruitment ([admissions.wisc.edu](http://admissions.wisc.edu)).

## Notice to Applicants

In previous years applicants to teacher education programs were required to submit scores from one of the following exams: ACT, SAT, Praxis I/PPST, Praxis Core, or GRE. Under emergency rules announced by the Wisconsin Department of Public Instruction, *no applicants need to submit scores for any exam as a component of their application to this program*. The exam requirement was officially removed by the School of Education on November 15, 2017.

## Required Application Materials

### Step One: Online Application

The online application for the Physical Education program may be accessed via the School's Apply to a Program page (<https://education.wisc.edu/admissions-aid/undergraduate-admissions/>).

### Step Two: Hard Copy Application Materials

Application materials are due on April 1, 2020 at 4:30 p.m.. *Applicants should include their full name, student ID number (if a current or former UW-Madison student), and program the application materials are for on every page of printed material. Please do not staple; if necessary, use a paper clip to bind the submitted materials together.* All materials must be submitted together. Applicants may submit materials in person or by mail to the following address:

Education Academic Services  
Attn: Admissions  
139 Education Building  
1000 Bascom Mall  
Madison, WI 53706

Off-Campus Transcripts. Any coursework completed at other institutions is reviewed as part of the application materials for the Physical Education program. To determine whether it is necessary to submit a transcript, consult the following guidance:

Current UW-Madison students who have transferred credits from another college or university to UW-Madison *before January 21, 2020*, must indicate any previous institution(s) attended on their online application. However, these students do not need to submit official transcripts as long as the relevant transcripts have already been evaluated by UW-Madison's Office of Admissions and the appropriate transfer credit has been posted.

Current UW-Madison students who submit transcripts for transfer coursework to the Office of Admission *after January 21, 2020*, must also submit official copies of these transcripts to the School of Education with their other hard copy application materials. Students are encouraged to consult their academic advisor with questions about the status of transfer credit.

Prospective transfer students who are also applying to UW-Madison for admission must submit separate official transcripts to the School of Education as part of their program application. Applying to a program in the School of Education and to the UW-Madison campus are completely separate processes.

**Personal Statement.** Write an 800–1000 word narrative describing reasons for wanting to be a physical educator. This narrative should address experiences and skills that have shaped your desire to enter the field of education. Statements will be evaluated for (1) understanding issues related to teaching, (2) motivation for being a teacher, (3) depth of thought, and (4) clarity and coherence.

**First Aid/CPR Certification.** One of the program admission eligibility requirements is completion of (1) Kinesiology 116 First Aid and Basic Life Support by the end of Spring 2020 semester *or* (2) the American Red Cross First Aid Certification *and* either the Basic Life Support Certification *or* CPR/AED for Professional Rescuers Certification. Be prepared to indicate in the application how you intend to meet this requirement.

Applicants who have already completed the First Aid/CPR Certification requirements through the American Red Cross First Aid Certification and either the Basic Life Support Certification *or* CPR/AED for Professional Rescuers Certification should plan to submit a copy of the certification with the other hard copy application materials.

**Application Checklist.** This document serves as the cover sheet of your hard copy application materials. Please print a copy and complete the checklist before submitting your materials to Education Academic Services.