

# Instructions for Applying to the Elementary Education Program

INITIAL DEADLINE

**February 1, 2021**

ROLLING ADMISSIONS FOLLOWING INITIAL DEADLINE

## Applying to the Elementary Education Program is a two-part process.

The first step is submitting an online application. This step may be completed at any point during the application period, ideally as soon as the applicant decides to apply for admission to the Elementary Education Program. The second step requires the applicants to have at least one letter of recommendation submitted on their behalf.

Prospective applicants are strongly encouraged to meet with a School of Education Academic Advisor. Schedule by calling 608-262-1651 or via Starfish. Applicants who are applying as prospective transfers to UW-Madison are also strongly encouraged to meet with an advisor.

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

The Elementary Education program is composed of four distinct program options. Detailed information about the Elementary Education options is available in the [Guide](#). **Applicants are permitted to apply to only two of the four program options.**

- EC/ESL (Early Childhood/ESL)
- MC-EA/ESL (Middle Childhood–Early Adolescence/ESL)
- MC-EA/Dual (Middle Childhood–Early Adolescence/Special Education Dual Major)
- MC-EA/CF (Middle Childhood–Early Adolescence/Content-Focused Minor)

Applicants applying to two options must indicate their first and second choice of the two options when completing the online application. Each option has its own selection committee who only reviews applications to that option.

Completed applications received after the initial deadline will be reviewed on a rolling basis. Education Student Services will collect, process, and deliver all eligible applications to the Elementary Education program for review. Applications will be considered on a “space permitting” admission basis after offers of admission are extended to applicants who applied by the deadline.

Admission to the Elementary 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](#). Applicants not currently enrolled on the UW-Madison campus must also submit an application to the [Office of Admissions and Recruitment](#) by the Fall 2021 deadline to be eligible for this program.

## Part One: Submitting Required Documents

The online application for the Elementary Education Program may be accessed via the School’s [Apply to a Program](#) page and must be completed by the February 1, 2021. The online application consists of the following parts and has required documents listed below:

### Transcripts

Current UW-Madison students must upload their unofficial transcripts of their UW-Madison coursework. To access your UW-Madison unofficial transcript, go [HERE](#) for instructions. Transcript must be uploaded as a single PDF file.

- Transcripts must include Fall 2020 grades if enrolled in Fall 2020 courses

Prospective UW-Madison transfer applicants must upload an unofficial transcript from each college or university they are currently attending or have previously attended\*. Transcripts must be a single file PDF per school or college.

- Transcripts must include Fall 2020 grades if enrolled in Fall 2020 courses

*\*This includes courses taken through a university or college while in high school. Does not include AP or IB work.*

### Essays

Applicants must submit a response for the Required Essay from the prompt below. An Optional Essay is included if applicants would like to submit a response. Responses must be uploaded as single PDF file per essay.

**Required Essay:** The mission statement of the Elementary Education Program can be found below. Please identify a part of this mission statement and describe why it is important to you. You may want to relate a specific experience working with children or your own experience as a pupil to illustrate its importance. (300 words maximum)

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### Mission Statement of the Elementary Education Program

To provide an intellectually challenging professional program that promotes social justice through multi-cultural education and critical reflection. This entails educating teacher leaders who:

- are well educated in academic content and dedicated to continued learning;
- recognize the powers, limits, and controversies of particular disciplines;
- understand that identity\* shapes all thinking and action: their own, their students' and that of all those connected to schooling;
- know that institutions like schools have the potential to both perpetuate inequities and effect change in society;
- work for social justice through research-based curricular planning and instructional practices that promote high academic achievement for all students, particularly those who have been historically underserved;
- are responsive to their students' needs by learning from their teaching, collaborating with other professionals, and changing their practices;
- welcome, recruit and work as partners with families, caregivers and community members; and
- contribute to and benefit from communities of professional practice.

\* By identity we mean to include such categorical markers as race, ethnicity, culture, language, socio-economic group, gender, sexual orientation, abilities, religion and experiences.

**Optional Essay:** If there are semesters when your grades were uncharacteristically low and/or if there are gaps in your resume as a result of a serious life event or negative experience, please explain the circumstances here so we can take it into account during the admissions process (200 word maximum). This essay is not required, and we do not expect most students to submit it. Response must be uploaded as single PDF file.

**Résumé:** Applicants must provide a bulleted résumé that highlights their experiences with children and/or youth, and other relevant experiences such as studying abroad or proficiency with additional languages. Résumé must be uploaded as a single PDF file.

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### Part Two: Letter(s) of Recommendation

*Letters of Recommendation can be submitted prior to the completion of the online application*

Applicants must have at least one (1) letter of recommendation submitted on their behalf. This letter should come from a volunteer coordinator, public or private school teacher, university teacher, or formal employer with whom they have interacted. The primary focus of these letters should be on the prospective teacher's professional competencies.

- Receipt of at least 1 letter is required for applications to be considered
- Letters must be received by February 1, 2021 to be considered for the initial deadline review.
- A maximum of 2 letters of recommendation will be accepted per applicant.

Applicants can direct their recommenders [HERE](#) to upload their letter of support. Recommenders should provide the following:

- Applicants Name (First & Last)
- Optional - Applicant Email Address - Providing this information will send a receipt email to the applicant confirming submission of letter
- Letter of Recommendation in PDF form

Current UW-Madison students are highly encouraged to visit the [School of Education Career Center](#) to learn more about creating a résumé and asking for letters of recommendation.

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