

# Secondary Master in Teaching Application Checklist

Application deadline is October 11, 2024 for Spring 2025

The following items must be included with your MIT application by the deadline to be complete for the admissions review.

All materials will be submitted through the online Graduate School application.

Detailed descriptions of the application requirements can be found on our [website](#).

<b>Application</b>	Submit your <a href="#">online application</a> through the UW Graduate School  Candidates may qualify for an application <a href="#">fee waiver</a> based on financial need
<b>Resume</b>	Detailing work experience, academic background and educational experience, volunteer work, and honors
<b>Statement of Purpose</b>	1–2 page statement; please refer to <a href="#">the prompt</a> .
<b>Personal History Statement</b>	Optional statement if you wish to provide any additional information about your personal background.
<b>Endorsement Evaluation Form</b>	Completed by <a href="#">UW subject advisor</a>
<b>2 letters of recommendation</b>	Detailing academic potential, leadership, collaboration, adaptability. Applicants will list a minimum of 2 recommenders in the online application. Recommenders will receive a link to submit their letter online.
<b>Unofficial transcripts</b>	Unofficial transcripts are required from all schools attended in the last 5 years and all schools in which a degree was earned. Transcripts should be uploaded to the application. International transcripts must be in English and provide degree verification. It is not required to have your transcripts evaluated by a service.
<b>Basic Skills Assessment</b>	Reading, Writing, and Math subtests must be taken by the application deadline. WEST-B, ACT, SAT, CBEST or Praxis I scores can be used. Score reports should be uploaded to the application if official scores were not sent to the UW. No minimum passing score is required.

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*The following requirements must be completed before the program begins March 2025.*

<b>Endorsement coursework</b>	All endorsement courses must be completed before starting the program.
<b>Bachelor's degree completed</b>	Bachelor's degree must be conferred before starting the MIT.
<b>Oral and Written ACTFL – WORLD LANGUAGE CANDIDATES ONLY</b>	World Language candidates must achieve at least Advanced Low on both the Oral and Written ACTFL in the target language. Scores may be submitted with the application but passing scores are not required for the application review. Both exams must be passed prior to the start of the MIT.
<b>WEST-E/NES Subject Test</b>	WEST-E or NES must be taken before beginning full time student teaching.