



**GRADUATE STUDIES PERSONAL DATA SHEET**

Submit this completed departmental form to the LTC Graduate Studies staff via email ([rosbachc@missouri.edu](mailto:rosbachc@missouri.edu)) along with any other supplemental materials (see summary sheet for clarification).

**DEMOGRAPHIC INFORMATION:**

*Please complete all fields.*

NAME			GENDER
STREET ADDRESS		CITY	STATE ZIP
PHONE		EMAIL	
BIRTH DATE	ETHNICITY		
MU STUDENT NUMBER (IF APPLICABLE)			US CITIZEN?

**DEGREE INFORMATION:**

*Please complete all fields.*

<b>EXPECTED ENTRANCE TERM:</b>	SEMESTER (circle or highlight):			FALL	SPRING	SUMMER	YEAR:
--------------------------------	---------------------------------	--	--	------	--------	--------	-------

<b>DEGREE AND EMPHASIS AREA (PLEASE CIRCLE OR HIGHLIGHT ONLY ONE):</b>		
ART EDUCATION <b>M.Ed. Ph.D.*</b>	EARLY CHILDHOOD EDUCATION <b>M.Ed. Ph.D.</b>	ELEMENTARY EDUCATION <b>M.Ed.</b>
ENGLISH EDUCATION <b>M.Ed. Ph.D.</b>	LITERACY/READING EDUCATION <b>M.Ed. Ed.S. Ph.D.</b>	MATHEMATICS EDUCATION <b>M.Ed. Ed.S. Ph.D.</b>
SCIENCE EDUCATION <b>M.Ed.* Ed.S. Ph.D.</b>	SOCIAL STUDIES EDUCATION <b>M.Ed. Ph.D.</b>	TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES (TESOL) <b>M.Ed.</b>

\*MASTERS PROGRAMS, WITH THE EXCEPTION OF SCIENCE EDUCATION, ALL ARE ONLINE PROGRAMS. DOCTORAL PROGRAMS ARE ALL ON CAMPUS PROGRAMS, WITH THE EXCEPTION OF ART EDUCATION, WHICH IS A HYBRID PROGRAM. PLEASE CONTACT THE DEPARTMENT IF YOU HAVE ADDITIONAL QUESTIONS ABOUT ONLINE/CAMPUS STATUS OF A PROGRAM.

FACULTY MEMBER (LAST NAME) WHO YOU HAVE COMMUNICATED WITH ABOUT THIS PROGRAM:
---

**(This is a requirement for LTC doctoral programs. Students are encouraged to speak with faculty advisors about additional requirements and/or financial opportunities in the emphasis area.)**

## PROFESSIONAL BACKGROUND:

HOW MANY FULL ACADEMIC YEARS HAVE YOU COMPLETED AS A CONTRACTED CLASSROOM TEACHER?	0	1	2	3+
--	---	---	---	----

ARE YOU CURRENTLY CERTIFIED TO TEACH?	YES	NO
---------------------------------------	-----	----

<p>IF YES:</p> <p style="text-align: center;">What is your current certification?</p> <p style="text-align: center;"><b>Provisional                  Life                  Other</b></p> <p>Name of state(s) in which certification is held:</p> <p style="text-align: center;">What type of certification do you hold?</p> <p style="text-align: center;"><b>Elementary                  Secondary                  Other</b></p>	<p>IF NO:</p> <p>Please choose which of the following options best describes you:</p> <p><input type="checkbox"/> I am currently completing my certification requirements at my institution.</p> <p><input type="checkbox"/> I am seeking certification through alternative methods (ex. ABCTE program).</p> <p><input type="checkbox"/> I am not pursuing certification at this time.</p> <p><input type="checkbox"/> Other:</p>
---	---

**Please note that the LTC online Master’s programs do not grant initial teaching certification.** Any secondary certification that coursework may meet for a state’s teacher certification agency must be submitted directly to the appropriate agency via the student. Any additional questions regarding certification can be directed to the Academic Advising and Certification Office ([coedcert@missouri.edu](mailto:coedcert@missouri.edu)). Each state has its own certification requirements. It is your responsibility to check with your state's certification agency to determine if the master's coursework meets your state's criteria.

## SUMMARY:

Please be aware that completion of a Personal Data Sheet **does not constitute a formal application to the LTC Department**. The Personal Data Sheet is a supplemental department document.

If you have completed an online application through the Office of Graduate Studies site, this information should be included in the application. **You do not need to duplicate your records.**

If you are completing the Personal Data Sheet with a Change of Degree Form and other supplemental materials are necessary, please view the list of materials to ensure everything is submitted:

Unofficial Transcripts: required for all degrees and emphasis areas. PDF is the preferred file type.

Statement of Purpose: required for all degrees and emphasis areas. This document should speak to your reasons for undertaking graduate study (including career objectives, motivation and other pertinent information). NOTE: Because the Admissions Committee may consider this section to be a sample of the quality of your written expression skills, please formulate your response accordingly.

Letters of Recommendation: required for all degrees and emphasis areas. Two (for M.Ed. and Graduate Certificates) or three (for Ed.S., Ed.D. and Ph.D.) letters of reference should be provided for your materials. These letters should be written by persons with whom you have studied or who have supervised your work, concerning your ability to do graduate study in this area. **These letters must be confidential and cannot come from the applicant.** You can have your recommenders submit letters on your behalf to [rosbachc@missouri.edu](mailto:rosbachc@missouri.edu). If you have any questions on this requirement, please contact our LTC Graduate Studies staff via email.

GRE Scores: required for many M.Ed. emphasis areas (please confirm if you are unsure) and all Ed.S., Ed.D. and Ph.D. degrees. GRE scores need to be sent to the University of Missouri-Columbia through ETS. **An official score report is required and applications will not be considered prior to these test scores being received.**

TOEFL Scores: required for all students whose native language is not English. Please see the Office of Graduate Studies website for further information if this pertains to you.

Resume/Curriculum Vita: required for all degrees and emphasis areas. PDF is the preferred file type.

If you have specific questions about the availability of degree programs or the status of an emphasis area accepting applications, please visit our website ([www.ltc.missouri.edu](http://www.ltc.missouri.edu)) or contact the LTC Graduate Studies Office ([rosbachc@missouri.edu](mailto:rosbachc@missouri.edu)).

### PLEASE READ THE FOLLOWING AND CONFIRM:

By signing/typing my name below, I confirm that all provided information above is true and correct. I have read over the Summary page and will attend to the additional supplemental materials, if applicable.



Signature (typed or signed):	Submission Date:
------------------------------	------------------

To submit, please use "Save As" and save as a PDF with your first and last name in the file name. Submissions can be emailed to the LTC Graduate Studies Office ([rosbachc@missouri.edu](mailto:rosbachc@missouri.edu)).