

MS Ed Leadership & Policy Studies Admissions Application Checklist

To do:

- Request a Transcript Evaluation and Credential Review (TECR) ([Click here](#))
 - ✓ Costs \$35
 - ✓ Must have an initial instructional teacher license
 - ✓ Follow up in 4 weeks if you have not received your evaluationOffice of Teacher Education and Licensure
Email: licensure@purdue.edu
Phone: 765-494-2345

- Confirm deadline for TECR and Admissions Application

Application Deadlines:

| Semester | Completed Application Deadline | TREC Request Deadline |
|----------|--------------------------------|-----------------------|
| Fall | August 1 | July 1 |
| Spring | December 15 | November 15 |
| Summer | April 15 | March 15 |

- Complete the admissions application ([Apply Now](#)) Prepare the following:
 - ✓ Application fee
 - ✓ Statement of Purpose: 300 – 500 word essay on how this program meets your educational and professional goals
 - ✓ 3 letters of recommendation: submit just names and emails. The application system will generate an email to your recommenders to upload their recommendation letters
 - ✓ Resume
 - ✓ Official Transcripts:
 - electronic transcripts need to be sent to: gradadm@purdue.edu Attn: Marilyn Hirth
 - Mail transcripts need to be sent to:
Purdue University Graduate Admissions
155 S. Grant
Young Hall, Room 170
West Lafayette, IN 47907

- [Application Instructions](#)

- Be sure to agree to terms and submit the application

Any questions or issues, please contact the Office of Graduate Studies at edgrad@purdue.edu.