

## FALL 2017 APPLICATION CHECKLIST

For complete application instructions, visit the [Graduate School of Education](#) and UC Berkeley's [Graduate Division](#).

For questions, contact the GSE's Admissions Office at [gse\\_info@berkeley.edu](mailto:gse_info@berkeley.edu) or (510) 642-0841.

**Application Deadline for All Programs:** December 16, 2016

- **Online Application:** [Begin here](#) for both admission and fellowships applications. All components of the application are submitted electronically.
- **Application Fee:** \$105 for U.S. citizens and current U.S. residents; \$125 fee for international applicants.
- **Essays:** Two essays are required: (a) Statement of Purpose; and (b) Personal History.
- **GPA Worksheet:** Needed for Advanced GPA (All coursework after the first two years).
- **Transcripts:** Upload PDF scans of all official transcripts. No hard copies are accepted.
- **Letters of Recommendation:** Three letters of recommendation are required. PhD applicants are encouraged to have at least two academic letters; and MA/Teaching Credential applicants should have at least two from individuals providing information about experience working with children.
- **Official GRE:** The GRE should be taken no later than a month before the deadline. Use recipient code 4833. Tests taken 5 years before the application deadline year are not accepted (Ex. If the application year is 2016 test taken before 2011 are not accepted). GRE scores are not required for DTE, MACSME, and PLI.
- **English Proficiency:** If you received your BA outside of the U.S. an English proficiency exam is required. Options are the TOEFL or IELTS. Tests taken 2 years before the application deadline year are not accepted (Ex. If the application year is 2016 test taken before 2014 are not accepted). Use recipient code 4833.

Below are additional requirements for degrees offering a teaching credential. Learn more about the [Basic Skills requirement](#) from the California Commission on Teacher Credentialing.

- **Basic Skills Requirement:** *This is required of these programs: DTE, MUSE, MACSME, School Psychology, and PLI.* Upload a PDF scan of your official score report(s) into the online application. There are three ways to fulfill this requirement:
  - Pass the CBEST (California Basic Educational Skills Test)
  - Pass the CSET: Multiple Subjects + Writing Skills Exam (Only applies to DTE and PLI)
  - Pass the CSU Early Assessment Program or exam, achieve qualifying scores on the SAT/ACT, College Board Advanced Placement (AP) exams, or pass a basic skills exam from another state.
- **Subject Matter Competency Requirement:** *This is required of these programs: DTE, MACSME, and MUSE.* Learn more [about the CSET](#) from the California Commission on Teacher Credentialing. Choose one of the following:
  - Pass the CSET or complete approved Subject Matter Preparation Program (Only applies to MACSME and MUSE), must upload a certified letter from your credential analyst confirming your enrollment and completion of your program.