



MA in Special Education Application to Graduate Program (for current postbac students only)

Semester _____
Cohort (if any) _____

Check the box next to the statement that applies to you:

- I have or will receive my California Preliminary Education Specialist Credential from Fresno State
- I have obtained my California Preliminary Education Specialist Credential from another institution

Last Name	First Name	Middle Initial	Former Name	Student ID
Educational Background				
Undergraduate Degree	Major	Institution		Term Graduated
Graduate Degree	Major	Institution		Term Graduated
Current California Credential- Type of Credential		Institution		Date Expires

Application Requirements

For currently enrolled post baccalaureate students only

Step 1: You must submit a Change of Major form to the Division of Graduate Studies in order to add the master's degree to your student program plan.

1. Submit the payment first: https://commerce.cashnet.com/fresnoem_drgs
2. Complete the included Major Change form and submit it to the Division of Research and Graduate Studies (DRGS). More detailed instructions are also on both the form as well as the DRGS webpage: <https://academics.fresnostate.edu/drgs/gradstudies/forms/>

Please provide copies of the receipt and form with your application. **This step must be completed in order for your application to be reviewed.**

Step 2: Submit program application to include:

- Transcripts (unofficial) - include a copy of your unofficial transcript
- Copy of Preliminary Education Specialist Credential (upon completion)
- Copy of Major Change form and receipt

Please complete application packet and include all required documents as detailed above. You may submit the completed application packet to the Center for Advising and Student Services Center (ED 100), email the application to kremengradapp@mail.fresnostate.edu, or mail to:

Kremen School of Education and Human Development
Attn: Graduate Admissions Analyst
5005 North Maple Ave. M/S 301
Fresno, CA 93740-8025

Criteria

“Add or Change Graduate Degree *or* Certificate of Advanced Study Objective”

If you are applying to and wanting to add a credential program:

- **Do not** complete this form.
- Please contact the appropriate credential office.

If you intend to change your degree objective from a graduate degree to a 2nd bachelor’s degree in nursing, a 2nd major, or a certificate (other than an advanced certificate):

- **Do not** complete this form.
- Go to the Student Services Center, Joyal North Lobby, to request a “Change of Major/Minor Form”.

NOTE: Pursuant to Executive Order 1084, students seeking a second baccalaureate degree will only be considered for nursing majors.

If you are a new applicant to the university this semester and *it is before the 4th week* of the semester:

- **Do not** complete this form.
- You must declare or clarify your degree objective in the Graduate Admissions Office, Frank W. Thomas Building, Room 130.
- International students must declare or clarify their degree objective in the International Admissions Office, Joyal Administration Building, Room 256.

If you are a new applicant to the university this semester and *it is after the 4th week* of the semester:

- **Do** complete this form.

If you are currently enrolled:

- **Do** complete this form.

If you were in attendance last semester:

- **Do** complete this form.

If you have been out of attendance for only one semester as a postbaccalaureate student:

- **Do** complete this form.

If you wish to pursue or add a graduate degree or a Certificate of Advanced Study to your current graduate program, and answered “yes” to the four questions above:

- **Do** complete this form.

Instructions

“Add or Change Graduate Degree *or* Certificate of Advanced Study Objective”

Note to the student:

All requests to add or change graduate degree *or* a certificate of advanced study objective must be handled in the same manner as any new application to the program concerned. The application on the back of this form will initiate a process that makes you a candidate for admission to the new program objective being named.

The Division of Research and Graduate Studies will forward your application and all relevant paperwork and test scores, if required, to the graduate program coordinator for your requested proposed program degree objective, for the program faculty’s consideration and formal recommendation. *We will send you official notification of their decision.*

Instructions:

1. Complete all information requested on this form.
2. If required, graduate degree or advanced certificate students *must* have on file with the university “official” GRE, MAT, or GMAT tests scores.
3. If BA/BS degree was received from an institution other than Fresno State, you *must* provide a copy of your transcript with the degree posted.
4. **For students seeking a second graduate degree**, submit the completed form to the receptionist in the Division of Research and Graduate Studies, Frank W. Thomas Building, Room 130, and secure an appointment with a Graduate Degree Specialist. A specialist will review your application for any potential problems regarding second graduate degree coursework before you pay the requisite fee.

To complete this form, you must have a 2.5 cumulative undergraduate GPA, or a 2.5 GPA on the last 60 units (including postbaccalaureate work) and, if required, GRE, MAT, or GMAT test

Add or Change Graduate Degree or Certificate of Advanced Study Objective

Type or print in ink.

NAME _____ ID# _____
Last First Middle

ADDRESS _____ PHONE _____
Street City State Zip

RECEIVED: BA _____ BS _____ MAJOR _____ *INSTITUTION _____ YEAR _____

CURRENT PROGRAM: _____

PROPOSED DEGREE OBJECTIVE (Name of the new degree designation, program, and option [if applicable] you wish to):

Add (to current program) **OR** Change to (abandon current program)

MA in _____
Degree Title Option (if applicable)

MS in _____
Degree Title Option (if applicable)

Other _____ (EdS, MBA, MBt, MFA, MPA, MPH, MPT, or MSW)
Degree Title Option (if applicable)

Advanced Certificate

IF REQUIRED, ADMISSIONS TEST COMPLETED (check one):

GRE _____ Date _____ Score _____ GMAT _____ Date _____ Score _____ MAT _____ Date _____ Score _____

STATEMENT OF PURPOSE: Explain briefly your reasons for seeking to pursue a new or additional postbaccalaureate graduate degree or advanced certificate program. Include any information concerning your preparation that is pertinent to the objective specified. If necessary, attach an additional sheet, and any resume and/or letters required by your department.

FINANCIAL AID: Has the Financial Aid office informed you to change/correct your degree objective? Yes No

SIGNED STATEMENT: I hereby make application for admission to the new or additional graduate degree or advanced certificate program objective noted above.

Student's Signature

Date



Student Data Sheet

Semester _____
Cohort (if any) _____

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- I have obtained my California Preliminary Education Specialist Credential from another institution

Last Name First Name Former Name Student ID

FOR OFFICE USE ONLY

1. Proof of admission status: _____ transcripts _____ Change Major
2. GPA:
 - UGRD Cumulative _____
 - PBAC Cumulative _____
 - Fresno State PBAC _____
 - Last 60 Units _____
3. Copy of Preliminary Educational Specialist or Level I Specialist Credential

Faculty Review

Notes

Master's Program: Admit Deny

Admit Conditions: _____

Reasons Denial: _____

Coordinator _____ Date _____