

## Frequently Asked Questions

### Exam Questions and Writing Sample

1. Do I need to take the GRE?

The GRE General Subject Test is required for all MA and PhD applicants. GRE scores must be submitted by the testing facility either electronically or USPS. The minimum expected combined verbal/quantitative score is 308. Test scores may not be more than five years old from the term of matriculation (for example: test cannot be older than September 2013 for fall 2018 admission). We recommend that you request ETS send your score electronically to UCR using the code R4839. We do not require the GRE for our MEd programs.

2. I already have a master's degree. Do I still need to take the GRE?

Yes – all applicants are required to report GRE scores no older than 5 years from the month of matriculation as outlined in question #2 even if they have a graduate degree.

3. What English exams are required?

If you are considered an international student, we will require the TOEFL or IELTS unless you have earned a bachelor's or other graduate degree from an institution where English is the official language of instruction. The TOEFL/IELTS scores can be reported electronically or sent through the postal service directly from the testing center. The scores cannot be more than two years old from the date of matriculation (for example: test cannot be older than September 2016 for fall 2018 admission).

4. Can the English proficiency exam (TOEFL or IELTS) be waived?

TOEFL or IELTS scores must be submitted by students whose native language is not English unless they have earned a bachelor's or graduate degree from an institution where English is the official language of instruction.

5. What is a writing sample and what are the requirements?

The writing sample is required for all PhD applicants. It may be a research paper (term paper or empirical research paper) submitted for a previous course, but does not need to be graded. The sample should not exceed 30 pages, and it is preferred that you are the sole author. The writing sample is not an abstract or a report, but a research paper.

## **Transcript and Transfer Credits**

1. Are official transcripts required or are there alternatives if we are unable to get them?

We can use unofficial transcripts for the application, but if admitted, we will require official transcripts from the host university. Institutions keep records of all previously enrolled students, so an official transcript should be available.

2. I took community college classes during high school. Do I have to report those classes?

Yes – although the coursework was taken during high school, you still have an established record of college level coursework that has to be reported on your application. The official transcripts should come from the community college.

3. Can I transfer some of my graduate courses into the program?

If you have taken graduate classes at another graduate school and you *did not* complete the program, you can petition to transfer up to 8 credits/2 classes to UCR. These courses will have to be equivalent to courses we offer in our program and you will have to provide syllabi of all courses you wish to be considered to transfer for an articulation review.

## **Application and Admissions**

1. It states online that a minimum bachelor's degree GPA of 3.0 in the last two years of upper division work is expected for admission consideration. Can someone with a lower GPA still be accepted?

Applicants with a bachelor's GPA below a 3.0 may still be considered for admission. The faculty are holistic in their admissions approach, and will consider the letters of recommendation, essays, writing samples, GRE scores, and additional education (master's degree or other graduate coursework) to aid in making an admission decision.

2. I have a master's degree with a GPA above a 3.0, but my bachelor's degree GPA is below a 3.0. Does this meet the GPA requirement for admission?

The Graduate Division only uses the bachelor's degree to determine the minimum GPA requirement; however, the admissions committee may use graduate coursework or degree programs to justify a recommendation for admission when the undergraduate GPA is not at least a 3.0.

3. The proposed program/area of specialization is not appearing as an option on the application. What should I do?

Typically this means the wrong department/program was selected when creating an application. PhD, MA and MEd programs not tied to the single or multiple subject credential are under the "Education" option (not "Education - General Education"). This should prompt the appropriate proposed programs (for example: Higher Education, Educational Psychology, School Psychology, etc.). If you still cannot find the program you are interested in, please email [edgrad@ucr.edu](mailto:edgrad@ucr.edu).

4. Am I able to apply for a graduate program if I am still in the process of completing my degree?

Yes; you are welcome to apply to any of our programs as long as you finish your bachelor's degree prior to the start of the graduate program. We will use your grades earned to date for the application review and if offered admission, you will need to submit an official transcript showing your bachelor's degree was conferred.

5. When are admission decisions released for applicants?

Application decisions are released on a rolling basis. Once the admissions committee has reviewed your application and have come to a decision, they will notify you via email.

6. Is there a way to attach a CV or another document after my application has been submitted in GradSIS?

Once the application has been submitted, you cannot alter or attached any items yourself; however, if you wish to attach additional documentation, you may send your documents via email to [edgrad@ucr.edu](mailto:edgrad@ucr.edu), and the department will attached the file(s) for you.

7. Is there a way to update or add another recommender on my application?

The department can make additions or corrections to the recommenders on file. To update a contact, email the department at [edgrad@ucr.edu](mailto:edgrad@ucr.edu), and to add another recommender, provide the following information:

- Recommender's name
- Title
- Institution
- Address
- City
- Country
- Phone
- Email address

You also need to clearly state in writing (can be via email) if you wish to waive your right to

access the letter of recommendation.

## **Expenses and Financial Assistance**

1. What is the cost of the program?

Tuition is charged on a quarterly basis. For the latest fees, please look at the following website for quarterly fees of the program: <http://registrar.ucr.edu/registrar/tuition-and-fees/quarterly-fees.html>. If you already have health insurance and plan to maintain coverage off-campus, you can submit an annual waiver for the campus health insurance, which will decrease the quarterly fees about \$1,200.

2. Is there any type of aid for PhD candidates?

GSOE provides multi-year fellowship awards to highly qualified PhD applicants, which consists of both stipends and employment. If you would like to be considered for a fellowship, the deadline is **December 15<sup>th</sup>** of the year before you wish to start (for example: December 15, 2017 for fall 2018 admission).

3. Do you offer Teaching Assistant (TA) and Graduate Student Researcher (GSR) positions?

We do have TA and GSR positions for students who have and do not have a fellowship. Positions are advertised quarterly, and employment of 25-50% covers tuition/health insurance as well as a monthly paycheck. Students are also encouraged to seek employment with other departments on campus as well (psychology, ethnic studies, sociology, etc.).

4. Is there any financial assistance for MA/MEd students?

Typically, MA/MEd students are responsible for the cost of tuition. Occasionally, positions for a GSR, reader, or tutor come up, and our MA/MEd students are eligible to apply. Beyond employment, students are eligible for federal loans. For more information about loans, please contact financial aid at 951-827-3878, email them at [finaid@ucr.edu](mailto:finaid@ucr.edu), or visit their website: <http://financialaid.ucr.edu/loans/index.html>.

## **Readmission/Enrollment**

1. I left UCR and would like to re-enroll. Do I need to fill out an application as a new student, or is there another application for readmission?

To readmit in a program, students have to submit an application online as a "Returning UCR Student" and pay the application fee. The department has a copy of all transcripts and test scores, therefore you would not have to re-submit them unless additional coursework was completed at

another institution while on leave. Students are required to submit one letter of recommendation from the original faculty advisor as well as a statement of purpose outlining what you have been doing since you left the program.

2. Can I pursue two Master's degrees?

If you are interested in pursuing a second master's degree, you will need the permission of the Graduate Dean. A second master's degree may be approved when there is little relation in content between the two degrees. Before you apply for the program, submit a letter with your justification to pursue a second master's degree in Education to the GSOE Graduate Advisor. Your request will be reviewed by the Graduate Advisor and will be forwarded to the Director of Admissions at the Graduate Division.