



PLEASE NOTE: STUDENTS MAY ONLY BEGIN THE DOCTORAL PROGRAM IN THE FALL SEMESTER.

The application deadline for the Fall 2014 admissions is March 1, 2014. Students interested in Fall 2014 admission should plan to complete applications no later than March 1, 2014.

All application materials should be sent to the NMSU Graduate School at <http://prospective.nmsu.edu/graduate/apply/index.html>

DO NOT SEND ANY MATERIALS TO THE DEPARTMENT

Steps for application to the SPED Program

1) Fill out the graduate school application found at <http://prospective.nmsu.edu/graduate/apply/index.html>

2) Pay \$40.00

3) Upload Supplemental Materials

- a. Unofficial Transcripts for all schools attended (can scan or use PDF)
- b. Resume or Vitae (2 page maximum)
- c. Letter of Interest (one page)
- d. Names and email address of three references
 - i. If you are currently in school all references must come from professors
 - ii. If you have been out of school for at least one year, you may use professors and/or professionals
- e. GRE Scores (analytical, quantitative, writing) or Psychometric scores on the Miller Analogies
- f. Other optional materials (sample writing, evidence of scholarship, indication of membership in a group, or extenuating factors highlighted by applicants in their letters of interest (requested only for MA, mandatory for PhD/EDD programs).
- G International applicants must demonstrate proficiency in the English language. This is done through the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS). Applicants must have an official score of 550 or above on the paper-based TOEFL or 79 or above on the web-based version. A test score of 6.5 or above is required on the IELTS.

With the electronic application you may work on completing the application in increments and return to the system as needed. You will not be allowed to submit your application until all required supplemental materials are uploaded.

The department will receive the application electronically once everything is uploaded and you submit the application.

There is one important point to consider regarding the three letters of recommendation. *Providing the names and email addresses of your references will trigger an email request for a letter of*



recommendation to the named references. These letters must be uploaded by these individuals before the March 1, deadline or your application will remain incomplete. Please check back with your recommenders to make sure these letters has been uploaded. It is each student's responsibility

to check back with the individuals writing the letters to make sure they will upload them on time. **Again, an application is considered incomplete unless every individual (all three) listed as your references have uploaded all the letters.** We will receive the letters once they are up-loaded. You will not send your official transcript until you hear from the graduate school that you have been accepted to the graduate program in Special Education. You also will receive a letter of acceptance from the Program Director.

The final step of the application process will be the review of your portfolio by the graduate review committee. For full consideration you must have your completed application packet on file with the NMSU Graduate School no later than March 1, 2014 (5:00 pm MDT), for fall 2014 admissions. Access to the online applications will be closed at 5:00 pm on March 1, 2014. You will not be able to apply to the Special Education graduate program after this time. Mailed, faxed, or emailed application materials will not be accepted either before or after the application deadline of March 1, 2014 at 5:00 pm MDT. Please do not have your letters of reference mailed to department. The individual writing a reference letter must upload them. The recommender will be notified by NMSU graduate school that a letter has been requested and provided with the link to upload the letter.

ONLY APPLICATIONS AND SUPPLEMENTAL MATERIALS WHICH ARE SUBMITTED **ONLINE** WILL BE ACCEPTED.

You will receive notification of acceptance between March 15th and April 15th. If you would like additional information, or if you are planning to visit the campus, please contact me at vwhite@nmsu.edu/

Also be sure to check out our website: <http://spedcd.education.nmsu.edu/sped/>

We look forward to hearing from you!

Sincerely, Victoria White, Ph.D.
Assistant Professor
Program Director
NMSU Special Education Program