Dear Prospective Applicant,

Thank you for your interest in the International Education degree programs. We welcome your inquiries and questions about the doctoral and Master’s degree programs. Below, you will find information regarding the programs and instructions to complete the application process for both the Graduate School and the International Education concentration. Please read all of the materials carefully to ensure that your application can be processed accurately and promptly.

UMass Graduate School Application: All application materials must be submitted to the Graduate School at the University by October 1st for the following spring semester or by January 2nd for the following fall semester. Please go to [http://www.umass.edu/gradschool/](http://www.umass.edu/gradschool/) for further information on the Graduate School and to find the link to online applications. The application for the Graduate School must be accompanied by the application fee, which is $75 for ALL applicants. If required, the Test of English as a Foreign Language (TOEFL) for international students should be taken in sufficient time for the scores to arrive by the appropriate deadline. Go to the International Programs Office for information regarding this test: [http://www.umass.edu/ipo/iss/english-second-language-esl](http://www.umass.edu/ipo/iss/english-second-language-esl).

International Education Application: International Education requires supplemental information for admissions: 1) essay responses to a series of questions designed for you to share your experiences and value commitments, to present your views on international education, and to discuss your future plans. This helps us evaluate your potential as a student and as a contributing member of the learning community. 2) two writing samples must be submitted by doctoral applicants. We prefer that these be documents that you have written (not co-authored) and represent academic work. The International Education application materials should be returned directly to the admissions coordinator (ieadmit@umass.edu). Please note that the programs in International Education do NOT require GRE scores for admissions.

Finances: Funding for graduate students is limited. The research center affiliated with the academic concentration, the Center for International Education, tries to provide or facilitate finding assistantships for new students and as many continuing students as possible. However, not everyone is likely to receive an assistantship, and students should take the initiative to look for funding as well. For information regarding University loans and financial aid, visit the Financial Aid Office at [http://www.umass.edu/umfa/](http://www.umass.edu/umfa/).

If you intend to apply, please send in the International Education information sheet, along with a resume or CV, as soon as possible. If you have any questions, please contact the Admissions Coordinator at ieadmit@umass.edu any time.

Sincerely,
Admissions Coordinator
International Education Concentration
THE INTERNATIONAL EDUCATION CONCENTRATION

INFORMATION SHEET

To let us know of your intention to apply, please return this information sheet with a resume/CV to: Admissions Coordinator at ieadmit@umass.edu

Name ____________________________________________________________

Address ________________________________________________________________________

Home phone ____________________ Work phone _________________________

E-mail address ___________________________ Fax number _________________________

Graduate school application submitted? Yes ______ No ______

Date of online submission: __________________________

Semester applying for: Spring, 20____ Fall, 20____

Degree applying for: M.E.D. ______ Ph.D. ______

TOEFL exam: (date) taken ____________

(date) scheduled ____________

not applicable______________________________________ (reason)

Citizenship/visa status: ________________________________

Will you be able to visit for interviews: yes no

If yes, when are you able to visit?

If no, please let us know if you would like us to set up an interview with a graduate in your area, or possibly arrange for telephone interviews.
THE INTERNATIONAL EDUCATION CONCENTRATION

Ph.D. in Educational Policy and Leadership
with a specialization in International Education

International Education offers courses leading to the Ph.D. in Education with a concentration in Educational Policy & Leadership and a specialization in International Education. Candidates with proven academic skills, a Master’s degree, and significant professional experience are competitive for admissions to the doctoral program. The doctoral program employs a learner-centered approach where students design their own study plans.

All incoming students are assigned a faculty advisor upon admission. The student may elect to work with this advisor throughout his/her program of study or may request a different International Education faculty member to act as advisor. Students are encouraged to seek advice and help from other faculty members and students. Some students have found it helpful to form an informal "committee" of a faculty member and a current student, to help plan their course of study.

Early in the program, a doctoral student, together with a faculty guidance committee, formulates an individualized program of study that balances academic work with relevant field experience. This plan typically involves work at three interrelated levels: (1) the theoretical, such as investigating the relationship between education and political and socioeconomic change; (2) the practical, such as developing skills in curriculum and materials development, training, management, evaluation, or research; and (3) the contextual, focusing on content areas such as literacy, health, or agriculture. Typically, the Ph.D. requires a minimum of four semesters of coursework devoted to study on campus to complete the required 42 credits. A minimum of two consecutive semesters in residence as a full-time student is required by the Graduate School. The program of study must fulfill both College and concentration requirements, although there is substantial flexibility in determining elective courses and other experiences.

Coursework is followed by the comprehensive examination, the form and content of which is related to the study plan, and is determined in consultation with a faculty committee. Students typically remain on campus until they have completed this examination. Following the successful defense of the comprehensive exams, the student is admitted to candidacy and develops a dissertation in consultation with the faculty committee. When approved, the student then undertakes the proposed research, followed by writing the dissertation. When the dissertation is deemed satisfactory, an oral defense is held which is open to the University community.

The doctoral program is appropriate for qualified professionals to develop scholarly expertise in an area that directly relates to work in their home countries or with development organizations in various contexts.
M.Ed. in International Education

The Master's Degree in International Education requires a minimum of 36 hours of coursework and typically takes four semesters of study on campus. A capstone Project is required to complete the MEd. In most cases, the student spends the intervening summer conducting research, implementing a project, or on an internship that contributes directly to his/her program of study and capstone Project.

All incoming students are assigned a faculty advisor upon admission. The student may elect to work with this advisor throughout his/her program of study or may request a different International Education faculty member to act as advisor. Students are encouraged to seek advice and help from other faculty members and students. Some students have found it helpful to form an informal "committee" of a faculty member and a current student, to help plan their course of study.

The Master's degree program is intensive; thus, a student and advisor must begin as soon as possible to plan the program of study which may include independent study, an internship, or other experiences. The program of study typically includes a focus on one area of concentration and an appropriate balance between theory and practice.

The Master's degree program requires a 3-credit Project or research study, which is included in the total minimum 36 hours of credit. This Project can take several forms. Recent candidates have conducted applied research studies; developed training curricula; conducted integrative literature reviews with applications to specific contexts; and reported on practicum or other professional experiences. In each case, the written report represents a balance between theoretical literature and practical application, although the mix may vary. The candidate is encouraged to be creative in approaching the Project while maintaining high academic standards.

When ready to write up the Project (typically during the final semester of coursework), candidates enroll in the Master’s Seminar for International Education. This course provides both group and individual planning and support. All Master’s students are required to give a public presentation of the Project upon its completion. The intent of the presentation is for the community to affirm the student’s work, and to discuss their responses to it. The student is encouraged to consider non-traditional ways to present the project and involve the community.
THE INTERNATIONAL EDUCATION APPLICATION

EVALUATION CRITERIA & PERSONAL STATEMENT QUESTIONS

CRITERIA FOR EVALUATING CANDIDATES FOR ADMISSION

The concentration in International Education subscribes to University affirmative action guidelines, and in addition considers the following criteria:

1. Documentation of work in international development in fields such as education, health, agriculture, small income generation, literacy, etc., in developing countries for two years or more. In rare cases, other forms of development education experience may be considered.

2. Professional commitment and clearly defined goals that relate to international development education.

3. Commitment to social justice and the dignity of the human person.

4. Evidence of creative and innovative activities such as independent study, research projects, or educational materials development.

5. Ability to complete at least three semesters of full-time residency for the Master’s degree and four semesters for the doctoral degree.

6. Willingness and skills to actively contribute to program activities.

7. English level adequate for Masters/Ph.D. work and preferably language skills in addition to English.

8. Evidence of ability to do high quality graduate work.

9. Evidence of positive interaction with members of ethnic and social/economic groups (in one's own culture/society) different from those of the applicant.

PERSONAL STATEMENT QUESTIONS

The questions below are designed to provide detailed information about your experience and personal strengths. They should be seen as suggestions; please modify them to best convey aspects of professional experiences and goals that are relevant. Your responses are an important basis for admissions decisions, so we encourage you to respond accordingly.

Please type your essay responses to the following questions in approximately 250-300 words per question. Return to the International Education Admissions Coordinator at ieadmit@umass.edu. (Use extra pages as needed)

1. What do you feel to be the educational needs of the region where you have worked or would like to work? How do you think these needs can best be met?
2. Describe a positive lesson learned from a project you were involved in. What were the consequences? What did you learn? Also please describe a lesson learned from an experience that did not go the way you expected. What were consequences? What did you learn?

3. The International Education concentration and its affiliated center, the Center for International Education (CIE), are known for being an active, collaborative learning community. Please describe your experiences in working (or studying) as part of a group. Describe your understanding of active participation, and what you consider to be the benefits and responsibilities of participating within a group. What do you feel you would be able to offer to the group?

4. It is the year 2025 and you have been invited to give a keynote speech showcasing your career development since graduating from International Education. Who have you been invited by, what is the occasion, and what are the key points in your speech?

Optional

1. You are welcome to submit additional materials that represent your work and interests in order to strengthen your application, such as video, illustrations, writings, photographs, etc.

2. Are there any weak points in your record that you would like to discuss?
TO: All prospective international applicants

Funding for all graduate students is limited. Through the program’s affiliated research center, the Center for International Education (CIE), we try to provide (but cannot guarantee) assistantships for new students and as many returning students as funds allow. A one-half assistantship (10 hours of work/week) provides a student with a small stipend, a tuition fee waiver, a curriculum fee waiver, and individual health coverage. Health insurance for families is not covered. We try to offer 10-hour assistantships so that we can provide as many students as possible with a tuition waiver and a small stipend. On some occasions, students are able to obtain an additional assistantship or hourly work to supplement their income.

Students are responsible for other fees that are not waived, all travel costs, living expenses, books, and other incidental expenses. International students must demonstrate adequate funding in order to obtain visas and to enable the International Programs Office at the University to complete the necessary immigration paperwork. Questions regarding the level of funding required for visas should be directed to the International Programs Office at ipo@ipo.umass.edu. Much additional information can be found on their website: www.umass.edu/ipo.

We recommend that all international students inquire into scholarship possibilities at the earliest date possible (some applications take up to 15-18 months to process). This may include writing to the in-country offices of various international organizations, such as the United Nations, or go to the American Embassy in their home countries for information (most American Embassies should have a copy of Funding for U.S. Study: A Guide for Foreign Nationals in their U.S. Information Service Educational Advising Center Office).

We hope this information is helpful. We wish you luck in securing financial support for your graduate studies in the U.S.
TO: All U.S. prospective applicants

Funding for graduate students is limited. In the concentration in International Education, we try to provide (but cannot guarantee) assistantships for new students and as many second year students as available funds allow. A one-half assistantship (10 hours of work/week) provides a student with a stipend, a tuition fee waiver, a curriculum fee waiver, and individual health coverage. Health insurance for families is not covered. The general policy is to provide only 10-hour assistantships so we can provide as many students as possible with a tuition waiver. On some occasions students are able to obtain an additional assistantship or hourly work to supplement their income.

Students are responsible for all travel costs, living expenses, books, and other incidental expenses. Many students seek funding from sources outside of the University. This may come in the form of a scholarship, savings, a student loan, or an off-campus job. All U.S. students must complete a Free Application for Federal Student Aid Form (FAFSA) which can be picked up at any local university or college financial aid office (or filled out online at www.fafsa.ed.gov/). We ask that all of U.S. applicants apply for work study funds when they fill out the FAFSA; work study awards allow us to provide assistantships to a larger number of students.

We encourage all students to look into scholarship funding by going to local university or public libraries and looking at financial aid information. There are books which provide information about scholarship/fellowship opportunities including addresses, web sites, and the names of contact persons. Also, the Graduate Student Grant Service at UMass can help graduate students locate sources of possible funding. You can visit their website at www.umass.edu/research/gsgs/.

We hope this information is helpful. We wish you luck in securing financial support for your graduate studies.
THE INTERNATIONAL EDUCATION CONCENTRATION

APPLICATION MATERIALS CHECKLIST

I. International Education Information Sheet
The information sheet should be returned to the International Education Admissions Coordinator, along with a resume or CV as soon as possible to let us know of your intention to apply. Please send this and all other International Education program application materials to: Admissions Coordinator (cieadmissions@educ.umass.edu).

II. Personal Essay
The personal essay questions are designed to provide detailed information and insight into your experiences and personal strengths. The questions should be seen as suggestions; please modify them to best convey aspects of yourself. Your responses are an important basis for our decisions.

III. Other Materials
We would welcome any additional materials you may wish to send that reflect your work --- papers, films, tapes, reports, etc. Ph.D. applicants are required to submit examples of their written work. This is optional for Master’s applicants.

IV. Interviews
We consider interviews an important part of the admissions process. If possible, you should arrange to visit the program and meet with faculty and current students. If you are not within visiting distance, we will try to arrange for you to meet the graduates in your area, many of whom are living and working in various parts of the US and the world. To arrange for interviews either in person, by telephone, or by Skype, please email, call or write to the Admissions Coordinator.

Please send to Graduate School Admissions:
- Application
- Application Fee
- Personal Statement
- Residency Status
- Transcripts
- Recommendation Letters
- TOEFL, if required
- Financial Statement

Please send to International Ed:
- Information Sheet
- Resume
- Personal Statement
- Writing Sample (mandatory for Doctoral applicants, optional for Masters applicants)