Dear Prospective Applicant,

Thank you for your interest in the International Education (IE) degree programs at University of Massachusetts Amherst, College of Education.

This packet provides information about the two IE programs:
- MEd Degree with International Education Concentration
- PhD Degree with Educational Policy Leadership Concentration, Specialization in International Education.

Below you will find:

I. Useful University websites that provide details about IE programs and application processes, specific resources for international students, and information about the activities of the Center for International Education at the University of Massachusetts Amherst.

II. The criteria used to evaluate admissions applications for both IE programs. This may be helpful to you as you consider whether the program is a good match for your interests and experiences.

III. Instructions for completing the two-step application process required for both IE programs.

IV. Funding information for prospective US students and prospective international students.

V. A description of the requirements and support available for completing each of the programs.

VI. The supplementary application materials for both IE programs:
   a. the IE Applicant Information Page
   b. the IE essay questions
   c. a checklist of other materials to be submitted

We encourage you to read this packet carefully and review the information provided through the University’s websites. We welcome your inquiries and questions at ieadmit@educ.umass.edu.

When you contact us, please be sure to let us know if you are interested in the Masters or doctoral program, and when you are hoping to begin your studies.

Sincerely,

IE Admissions Coordinator
I. Useful University websites

- For information about the MEd program in International Education, visit [http://www.umass.edu/education/departments/epra/intl-education](http://www.umass.edu/education/departments/epra/intl-education)
- For information about the PhD program in International Education, visit [http://www.umass.edu/education/departments/epra/int-edu-edd](http://www.umass.edu/education/departments/epra/int-edu-edd)
- For information about the Graduate School application process for International Students, visit [http://www.umass.edu/gradschool/admissions/international-students](http://www.umass.edu/gradschool/admissions/international-students)
- Frequently Asked Questions for the Graduate School application process are here: [http://www.umass.edu/gradschool/admissions/faq](http://www.umass.edu/gradschool/admissions/faq)
- The International Students page at the International Programs Office: [http://www.umass.edu/ipo/iss/](http://www.umass.edu/ipo/iss/)
- For information about The Center for International Education, the research center affiliated with the IE academic programs, visit [http://www.umass.edu/cie/](http://www.umass.edu/cie/)

II. Criteria for Evaluating Candidates for Admission

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

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 PhD degree.

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

7. English level adequate for Masters/PhD 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.
III. Instructions for Completing the Application

Applications are considered only for admission in September of each year.

If you have questions before applying, we encourage you to contact us at ieadmit@umass.edu for help or further information. It is helpful if you send the IE applicant information page and your CV or resume with your initial inquiry. Please be sure to indicate if you are interested in the Masters or PhD program, and when you are hoping to begin your studies.

The application for the International Education programs is a two-step process. The deadline for completing both steps is January 2 for the following Fall semester. An application materials checklist is provided for your convenience at the end of this packet.

Step One - Complete the online application process for UMass Amherst Graduate School Here. Elements of the Graduate School application include: the application itself, the application fee (required for all students), a personal statement, transcripts, and recommendation letters. International students will also be asked for documentation related to residency status, TOEFL scores, and a financial statement if required.

Step Two - Complete supplemental forms for International Education that are appendices to this document. Please note that the IE programs do not require GRE scores for admission. The following materials should be sent to ieadmit@umass.edu.

- IE Applicant Information Page (see below).
- Responses to IE essay questions (see below). These are in addition to the personal statement you submit to the Graduate School. These questions invite you to share your experiences and value commitments, to present your views on international education, and to discuss your future plans.
- An updated CV or resume
- Two writing samples (for PhD applicants only). We prefer that these be documents that you have written (not co-authored) and represent academic work.

IV. Funding Information for Prospective Students

Funding for graduate students in the IE programs is limited. The Center for International Education (CIE), a research center affiliated with the academic programs, tries to provide or facilitate finding assistantships for new students and as many continuing students as possible.

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. Students are responsible for all travel costs, living expenses, books, University fees that cannot be waived, and other incidental expenses.
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.

Keep in mind that not everyone is likely to receive an assistantship, and students should take the initiative to look for alternative and additional ways to fund finding. Announcements of assistantships in the College of Education can be found in the Beacon.

For information regarding University loans and financial aid, visit the Financial Aid Office at http://www.umass.edu/umfa/.

Additional Information for International Applicants

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. If the program is able to offer you an assistantship, we will send you a letter indicating the value of the assistantship which you can use as part of your demonstration of adequate funding.

Questions regarding the level of funding required for visas should be directed to the International Programs Office at ipo@ipo.umass.edu. Additional information can be found on their website: http://www.umass.edu/ipo

We recommend that all international students inquire into scholarship possibilities at the earliest date possible (some fellowship 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).

Additional Information for US Applicants

All U.S. students must complete a Free Application for Federal Student Aid Form (FAFSA), which can be 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.

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. We encourage all students to look into scholarship funding by going to a local university or public libraries and looking at financial aid information. There are books that provide information about scholarship/fellowship opportunities including addresses, web sites, and the names of contact persons.
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/](http://www.umass.edu/research/gsgs/).

V. Program Requirements and Support

**Ph.D. in Educational Policy & Leadership, with a specialization in International Education**

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

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 be their advisor. Students are encouraged to seek advice and help from other faculty members and students.

Early in the program, a doctoral candidate, 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, higher education, adult education, etc.

The doctoral degree requires a minimum of four semesters of coursework devoted to study on campus to complete the required 48 credits. The Graduate School requires a minimum of two consecutive semesters in residence as a full-time student. The program of study must fulfill both College and concentration requirements, although there is substantial flexibility in determining elective courses and other learning activities.

Coursework is followed by the comprehensive examination, the form and content of which is related to the student’s program of study, and is determined in consultation with a faculty committee. Students typically remain on campus until they have completed this examination. After passing the comprehensive exams, the student, in consultation with the faculty committee, prepares a dissertation proposal. 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 degree. 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 the 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.

During the first semester the student must create a program of study in consultation with the advisor, and using other faculty members and students as resources. In addition to coursework, the Program of Study may include independent study, an internship, consulting, or other practical experience. 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 provide feedback. The student is encouraged to consider non-traditional ways to present the project and involve the community.

VI. Supplementary Application Materials for IE Programs

- IE information page
- Personal Essay Questions
- Materials Checklist
### International Education Applicant Information

Return this information page with a resume or CV as soon as possible leadmit@educ.umass.edu.

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Name</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Home Phone</td>
<td>Cell Phone</td>
</tr>
<tr>
<td>Email Address</td>
<td></td>
</tr>
<tr>
<td>Degree Interest</td>
<td>M.Ed, EdD</td>
</tr>
<tr>
<td>Year of Entry</td>
<td>Fall 20___</td>
</tr>
<tr>
<td>Online Graduate School</td>
<td>Yes (enter date) No</td>
</tr>
<tr>
<td>方式 to schedule interviews</td>
<td>In person on campus, In person locally,</td>
</tr>
<tr>
<td></td>
<td>By phone or via Skype</td>
</tr>
</tbody>
</table>

**International Students Only:**

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Citizenship or Visa Status</td>
<td></td>
</tr>
<tr>
<td>TOEFL Exam</td>
<td>Date Taken Scheduled</td>
</tr>
<tr>
<td>TOEFL exam not applicable</td>
<td>(provide reason)</td>
</tr>
</tbody>
</table>
International Education Essay 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. Be sure to include your name on the responses.

Return to the International Education Admissions Coordinator at ieadmit@educ.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, participatory 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?
International Education Application Materials Checklist

The information page 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 ieadmit@educ.umass.edu.

- IE Applicant Information Page
- CV or Resume
- Responses to IE Personal Essay Questions
  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.
- Other Materials
  We would welcome any additional materials you may wish to send that reflect your work --- papers, films, tapes, reports, etc. **Doctoral applicants are required to submit examples of their written work.** This is optional, although helpful, for Master’s applicants.
- 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 contact the Admissions Coordinator.

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

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