

Application Requirements

Master of Education (School Administration) - Alberta

Master of Education in Leadership and Administration – British Columbia

1. **Degree:** A Baccalaureate Degree from an accredited institution.
2. **Application:** A Graduate Application Form completed on-line at www.gonzaga.edu/gradapply.
3. **Application Fee:** A non-refundable application fee of \$50 US is required at the time of submitting the on-line Application for Admission. The fee is waived if the applicant is a Gonzaga graduate.
4. **Transcripts:** One **official** transcript from each college or university attended and listed on your application.
5. **Recommendations:** Two (2) recommendations. At least one should be from a recent supervisor and the other from a second person with whom you work or have worked in education. Recommendations are submitted on-line. See “Directions for Letter of Reference” in the Information/Application Folder.
6. **Statement of Purpose:** See “Candidate Instructions” included in the Information/Application Folder.
7. **Vita:** A vita or résumé that highlights your career history and leadership experiences. For specific content and guidelines for format, see “Candidate Instructions” in the Information/Application Folder.

***Please submit all application items on-line and have transcripts sent to:**

Gonzaga University
Graduate Admissions Office
School of Education
502 E. Boone Ave.
Spokane, WA 99258-0025

If you have questions, please contact the Gonzaga Regional Representative in your area, Gonzaga’s Regional-Partnership Coordinator, the Graduate Admissions office or visit the website at www.gonzaga.edu/soe/dela

Dr. Charles P. Rose
Regional Partnership Coordinator
Tel: 403.288.5266
cprose@shaw.ca

Graduate Admissions Office
School of Education
Tel: 800.533.2554 ext. 6 (toll free)
soegrad@gonzaga.edu

Admissions Information

The Master of Education (School Administration) program in Alberta (MESA) and the Master of Education in Leadership and Administration program in British Columbia (MELA) are designed for K-12 educators with at least three (3) years of classroom or other school experience who are preparing for leadership roles in their schools or as educational leaders in their academic departments, schools, or communities. Applicants should describe their program readiness and evidence of leadership experience through the admissions materials: candidate vita, statement of purpose, and supervisor recommendations.

The overall goal of the admissions process is to identify and select students who are most likely to meet their own professional goals, fulfill MESA or MELA program goals, and thrive in today's complex and challenging school environment. In selecting students, there are four dimensions we seek:

1. **Mission:** We look for a personal and professional fit with the University and School of Education Mission, an important part of which is the preparation of socially responsive and discerning practitioners who serve their communities and professions. (See the School of Education website: www.gonzaga.edu/soe/grad.) We look for evidence of fit in the applicant's résumé, written statement, and the two recommendations.
2. **Dispositions:** We promote, support, and respect diversity. Our students assimilate Gonzaga's traditions, the variety of human cultures and an understanding of the problems of the world, through the development and discipline of their imagination, intelligence, and moral judgment. In the admissions process, we look for evidence of such positive professional dispositions in the applicant's two recommendations.
3. **Academics:** We provide academic excellence in teaching, advising, service, and scholarship. We foster inquiry, intellectual creativity, and evidence-based decision making to accept the challenges facing a global society. Because what is assimilated needs to be communicated if it is to make a difference, we also look for and seek to develop in our students the skills of critical thinking, global thinking, analytical thinking, effective speaking, and scholarly writing. In the admissions process, we look for evidence of academic readiness in the applicant's transcripts and written statement.
4. **Leadership:** We support an environment that is challenging, inclusive, reflective, and collegial. We model and promote leadership, scholarship, and professional competence in multiple specializations. Our goal is that the integration of personal, professional, and academic experiences, along with our program's specialized competencies, will enable our graduates to provide creative, intelligent, and moral leadership in their chosen professions and in public service. In the admissions process, we look for evidence of leadership capacity in the applicant's résumé, written statement, and two recommendations.