

# "INVEST ONE WEEKEND A MONTH AND IMPROVE THE WAY YOU TEACH FOR A LIFETIME...."

## 1. Complete the application process:

<http://web.lesley.edu/admissions/application/>

**Please see "notes on application" for help with this process!**

\* **Please note:** if you do the online application, you must create an account before you begin. (Don't forget to put in the free registration code on the last page!) **NCWPCPN**

\* You do NOT have to complete your personal statement online. It is better to do it in a Word Doc when you have time to do a good job! (see #5 below)

\* Your teaching certificate number is your Social Security number. However, it is not required for acceptance to the program.

\* If you prefer to fax a hard copy you can download it from here:

[http://lesley.edu/grad\\_admiss/content/application.pdf](http://lesley.edu/grad_admiss/content/application.pdf)

## 2. Request an official copy of your transcripts be sent to:

Lesley University  
Office of National Programs  
29 Everett Street  
Cambridge, MA 02138-2790  
ATTN: ACeide

***(If you attended more than one college, it is only necessary to send transcripts from the one you graduated from.)***

## 3. Financial aid information.

[http://www.lesley.edu/services/financial\\_aid/types\\_off\\_grad.html](http://www.lesley.edu/services/financial_aid/types_off_grad.html)

You do not have to accept all disbursements. However, if you live in a Title I County or work at a Title I school and find that you qualify for the loan forgiveness program, you will miss out on \$5000 (or more!) if you don't apply for financial aid.

## 4. Download evaluation forms and give to 2 people to complete for

you...your principal and another person in a supervisory role... (or a preacher/pastor????)

[http://lesley.edu/grad\\_admiss/content/recommendation.pdf](http://lesley.edu/grad_admiss/content/recommendation.pdf)

They can complete the forms and fax to:

**ACeide fax 617.349.8391**

(otherwise, they must be in sealed and signed envelopes and mailed)

## 5. Write your personal statement. Do this in Word so you can check spelling and grammar.....

Because they place a lot of importance on this part, some have been denied admission because of a poorly written paper!!!!

## Written Personal statement (2 pages)

A two-page Written Personal Statement, typed and double-spaced, is required of all applicants. The purpose of this statement is to give insight into the applicant's level of motivation, sense of purpose in pursuing a degree program, writing skills, and personal/professional communication style. Care in preparation is strongly encouraged. This statement should be in narrative form and address the following questions:

In reflecting upon your personal and professional history, what forces have influenced your professional growth and contributed to your decision to seek admission to this Lesley University program?

What are your long-term professional goals (i.e. new directions, opportunities, interests, skills, professional renewal and/or work advancement), and how does this Lesley University program help you meet them?

Is there any other information that you think would help the Admissions Committee to understand you better (i.e. special interests, publications, academic achievements, supervisors' references, unusual career path awards and/or honors, special accomplishments, leadership abilities)?

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Please do not hesitate to email me (or call 277-4459 ext. 360) if you have any questions!

Congratulations on your decision to advance your career and improve the way you teach!  
This is a great investment!

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