

PACE UNIVERSITY
School of Education Internal Application for Combined Degree Programs
APPLICATION DEADLINE: 05/30/23
Submit to AnnMarie McGlynn at amcglynn@pace.edu

Information and Process

Candidates who are currently enrolled in a BA or BS program, in the designated content areas identified below, can apply for admission into the Bridge to Secondary Teacher Education Programs (B-STEP):

- BA, Biology
- BS, Biochemistry (NYC only)
- BS, Chemistry (NYC only)
- BA, English Language & Literature (NYC only)
- BA, Writing and Rhetoric (PLV only)
- BA, History
- BA, Mathematics
- BS, Mathematics
- BA, Spanish (NYC only)

Applications are submitted and evaluated during the Spring semester of their Junior year, or after they have completed 75 credits and are enrolled for an additional 15 credits. Upon acceptance, they **MUST** meet with a School of Education advisor to ensure that they enroll in the appropriate two three-credit graduate courses during Fall of their Senior Year.

The application process involves these items:

1. **Application Forum and Personal Statement** (below) – Submit to email above by due date.
2. Letters of Recommendation - **One letter of recommendation** from an instructor in the content area the applicant wishes to teach is required. *An optional recommendation* is welcome from instructors in other content areas, a high school teacher, an employer, a staff member, or another mentor who has witnessed the applicant's work with children/youth and can enhance the candidate's application by speaking to their promise to teach. Please ensure that letters are directly emailed to the person identified above by the due date for consideration.
3. Please provide **an advising worksheet, signed by your Dyson advisor**, that shows your plan for remaining undergraduate major courses you need to take during your senior year. This confirms that you have the room in your schedule to take 12 credits of graduate coursework in the School of Education to participate in B-STEP.
4. *Transcript Evaluation* – School of Education staff and faculty will access your Pace transcript to evaluate your record for evidence of excellence, persistence, and capacity to successfully complete the BS/BA major in the final semesters while taking graduate courses. Students are required to have a minimum GPA of 3.0 for full admission to the School of Education graduate program. Provisional admission of students with a GPA of 2.75-2.99 is possible, given consideration of other admissions elements. This follows current admissions policy for traditional MST programs.

I. Applicant Information

Name _____ U# _____
Last (Family) First Middle

Pace Email: _____ Cell Phone: (____) _____

Date application submitted: _____

Letters of Recommendation: One is required; you may submit a second optional recommendation to enhance your application. Who will provide letters of recommendation for you?

Name and Title: _____ Email: _____

Name and Title: _____ Email: _____

II. Academic Information

To which combined degree program are you applying for admission?

- ☐ Adolescent Education (single cert). Subject area: _____
☐ Adolescent and Adolescent Special Education (dual cert). Subject area: _____

On which campus do you plan to complete the 4th year (senior year)?

- ☐ PLV ☐ NYC

On which campus do you plan to complete the 5th year (senior year)?

- ☐ PLV ☐ NYC

- Current Pace Major: ☐ BA, Biology
☐ BS, Biochemistry (NYC only)
☐ BS, Chemistry (NYC only)
☐ BA, English Language and Literature (NYC only)
☐ BA, Writing and Rhetoric (PLV only)
☐ BA, History
☐ BA, Mathematics
☐ BS, Mathematics
☐ BA, Spanish (NYC only)

Current Overall GPA: _____
(full admission requires at least a 3.0)

Total Overall Credits (including current semester): _____

How many credits do you have left to complete your BA/BS degree: _____

Please attach an advising worksheet, signed by your Dyson advisor, that shows the required undergraduate major courses you plan to take during your senior year. This confirms that you have room in your senior year to take 12 credits of graduate coursework in the School of Education to participate in B-STEP.

III. Personal Information & Statement

Please highlight relevant extracurricular activities, community service, employment, or personal circumstances that make you a good candidate for this program to become a secondary teacher.

Please attach a personal statement. This is a 500-word essay on your goals and motivation to pursue a teaching career. This formal essay should demonstrate your passion for teaching, evidence of persistence, ability to adapt and overcome obstacles, your perception of what you need to be successful in the field, and any particular career plans or objectives. In short, why do you want to teach and think this is the profession for you?

IV. Final Attestation

- ☐ I understand that students in the combined degree (BS/MST) B-STEP program are awarded both degrees at the end of the 5th year. I understand that I will participate at Commencement once when both degrees have been completed at the end of the 5th year.
- ☐ Upon acceptance, I understand that I will meet with a School of Education advisor to finalize my course selections for the fall semester.

Print name

Signature



Office Use Only

Department Approval: _____

Date: _____

UG Code: ED BS_____ Grad Code: ED MSE_____ Graduate Entrance Term _____ Banner Field of Study: _____