

GRADUATE APPLICATION



Please Note:

All materials should
be collected by the
applicant and
returned to the
Graduate School in
one complete packet.

SUNY NEW PALTZ

CERTIFICATE PROGRAM IN MULTICULTURAL EDUCATION (NON-DEGREE PROGRAM)

Our schools are becoming more diverse and not all students are achieving to their fullest potential. Many educators feel the need for additional professional development in diversity education.

Responding to this need, the Department of Educational Studies of the State University of New York at New Paltz offers a post-master's Certificate Program in Multicultural Education. This 15-credit program is designed for elementary, secondary and special subject teachers, as well as school guidance counselors and administrators who are interested in enhancing their cultural competencies in multicultural education.

Designed for professionals who already have their master's degree, this certificate program enables educators to understand the ways in which race, gender, class, language, sexual orientation, religion, and physical/learning ability influence them as professionals, their students, and the educational process. In addition, it provides educators with the knowledge and skills needed for culturally-responsive teaching and leadership, and approaches for creating socially-just educational settings.

Certificate Sponsors – The Department of Educational Studies

The Department of Educational Studies, which is comprised of the Humanistic/ Multicultural Education Program, the Special Education Program, and the Educational Foundations Unit, is uniquely qualified to offer this Certificate in Multicultural Education. All three units have a long history of offering a range of relevant multicultural courses, both theoretical and practical, from which students can choose in developing their plan of study for this 15-credit program. In addition, this certificate program draws on the resources of the Second Language Education Program in the Secondary Education Department.

ADMISSION REQUIREMENTS

Applicants must submit:

- Evidence of interest in multicultural/social justice education.
- An official copy of all graduate transcripts indicating evidence of a master's degree from an accredited institution with at least a 3.0 cumulative grade point average.
- Two letters of recommendation from school district officials, administrators, or colleagues.
- A 2-3 page personal essay describing your current educational initiatives in multicultural/diversity education and/or your goals for future endeavors for fostering greater appreciation of diversity in your classroom and school.

The completed application packet including application form, references, official transcript, and the essay must be submitted to the Graduate Office. Application deadlines are November 1st for spring admission and April 1st for fall admission.

Upon receipt of a completed application, the applicant will be contacted to schedule an interview with Dr. Nancy Schniedewind or Dr. Terry Murray to complete the application process.

PROGRAM REQUIREMENTS

Students complete 15 graduate credits of course work which include a 3-credit introductory course, 9 credits of electives, and a 3-credit capstone course, and must achieve a 3.0 cumulative grade point average. At the completion of the program, a Certificate in Multicultural Education will be granted by the State University of New York at New Paltz.

CURRICULUM REQUIREMENTS / 15 credits

Introductory Course..... 3
EDS581 Issues of Racism and Sexism in Education

Multicultural Education Electives 9
To be selected from:

Theoretical

- EDS537 Issues in Multicultural Education
- EDS549 Issues of Literacy for Diverse Learners
- SPE572 Teaching Students from Culturally and Linguistically Diverse Backgrounds
- EDS753 Leadership in Education and Human Services

Practical

- EDS545 Cooperatively Structured Learning
- EDS548 Helping Skills in the Social Context
- EDS582 Girls, Women and Education
- SPE565 Teaching in the Inclusive Classroom
- SED573 Teaching English as a Second Language

Capstone Course..... 3
EDS793 Applied Practice in Multicultural/Social Justice Education

NOTE: Graduate courses taken prior to admission to the Certificate Program cannot be applied to students' plans of study for this program. All graduate courses will be taken at SUNY New Paltz.

THE GRADUATE SCHOOL *APPLICATION INSTRUCTIONS*

State University of New York at New Paltz, The Graduate School, HAB 804, 1 Hawk Drive, New Paltz, NY 12561-2443

(845) 257-3285 * FAX (845) 257-3284 * TOLL FREE 800-248-8856

www.newpaltz.edu/graduate

1. Request **ONE set of Official transcripts** from all graduate institutions including all transfer colleges. If you are in the process of completing a degree, please send an official transcript that shows your current progress. You will need to submit an official final transcript once your degree has been conferred. When requesting official transcripts, have them sent to your own address. If the college or university's policy does not permit official transcripts being sent to a student address, then use the [Graduate School's mailing address](#). However, clearly note in your application packet which transcript is being sent directly to the Graduate School. **NOTE:** New Paltz graduates only need to submit one set of official New Paltz transcripts.
2. Collect **TWO letters of recommendation** from school district officials, administrators, or colleagues who are in a position to comment on your potential for graduate study in your chosen area. Using the letter of recommendation form provided in this application packet, fill out the top portion and submit the form to your recommender. Ask each recommender to seal his/her letter in a self-addressed envelope that you provide, to sign it across the seal and to return it directly to you.
3. Compose a **Graduate Admissions Essay** describing your current educational initiatives in multicultural/diversity education and/or your goals for future endeavors for fostering greater appreciation of diversity in your classroom and school.

Your essay should be typed, double-spaced and between 2-3 pages. Since your essay provides us with a sample of your writing, it should reflect exemplary organization, writing style and mechanics. Certain programs have specific guidelines for the admission essay; therefore, refer to your intended program of study's description in the [graduate catalog](#) or the departmental website.

4. Assemble and submit to the Graduate School **ONE complete application packet** of items which include, but are not limited to:
 - ↻ Application form (completed, signed and dated)
 - ↻ **ONE** set of Official college transcripts (of all graduate work)
 - ↻ An official transcript indicating the conferral date of the degree (only applicable if you have not yet graduated, see instruction 1 above)
 - ↻ **TWO** Letters of recommendation (in sealed envelopes, see instruction 2 above)
 - ↻ **Graduate Admissions Essay** (see instruction 3 above)
 - ↻ Application Fee and Payment Form

5. Mail the **COMPLETE APPLICATION PACKET** to the above address. We will **not** process incomplete applications.

TO CHECK THE STATUS OF AN APPLICATION

Your userID, PIN and web address will be e-mailed to you once your application has been processed.

APPLICATION DEADLINES

CERTIFICATE IN MULTICULTURAL EDUCATION:	FALL ADMISSION:	APRIL 1ST
	SPRING ADMISSION:	NOVEMBER 1ST

ACCREDITATION

SUNY New Paltz is fully accredited by the Middle States Association of Colleges and Secondary Schools and is approved as a degree-granting institution by the Trustees of the State University of New York and the Regents of New York State. The University is approved for Teacher Certification by the New York State Education Department. At the master's level, the education programs are accredited by The National Council for Accreditation of Teacher Education, the Literacy Education B-6 and 5-12 programs are both nationally recognized by the International Reading Association; the art programs are accredited by the National Association of Schools of Art and Design; the nursing program is accredited by the Board of Nursing of New York Education Department and the National League of Nursing; and the communication disorders program is accredited by the American Speech-Language Hearing Association.

For Office Use Only: T: L: TC: PAID: ESSAY: STATUS:

APPLICATION FOR ADMISSION TO THE GRADUATE SCHOOL

State University of New York at New Paltz
The Graduate School, HAB 804
1 Hawk Drive, New Paltz, NY 12561-2443
(845) 257-3285 * FAX (845) 257-3284 * TOLL FREE 800-248-8856
www.newpaltz.edu/graduate

INDIVIDUALS APPLYING TO THE CERTIFICATE PROGRAM ARE REQUIRED TO PAY A **NON-REFUNDABLE \$25.00 APPLICATION FEE.**

PRINT OR TYPE:

SSN/Banner ID: <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		Date of Birth: (month-day-year) <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>		Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Name: (Last Name, First Name, Middle Initial)				Former/Maiden Name:	
Permanent Address: (include street, city, state & zip code)					
County: (if NYS)		Country:		Permanent Telephone Number: (include area code)	
E-mail Address:			How often do you check your e-mail? <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Rarely		
Current Address: (valid until: _____)					
Country:			Alternate Telephone: <input type="checkbox"/> Cell <input type="checkbox"/> Work <input type="checkbox"/> Other _____		
Citizen Status: <input type="checkbox"/> U.S. Citizen <input type="checkbox"/> Permanent Resident <input type="checkbox"/> NOT a U.S. Citizen			Do you plan to apply for an I-20 through New Paltz? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Country of Birth: _____			Country of Citizenship: _____		
Optional Information: <i>Your response to the following questions will be used for research purposes only. SUNY New Paltz supports Affirmative Action and Equal Opportunity and does not discriminate against individuals or groups on the basis of race, sex, age, national origin, religion, disability, veteran status, marital status, or sexual orientation, in education or employment, or in any of its policies or programs.</i>					
Are you Hispanic/Latino? <input type="checkbox"/> Yes <input type="checkbox"/> No If Hispanic/Latino, is your background: (select one) <input type="checkbox"/> Central American <input type="checkbox"/> Dominican <input type="checkbox"/> Mexican <input type="checkbox"/> Puerto Rican <input type="checkbox"/> South American <input type="checkbox"/> Other Hispanic/Latino					
All applicants, please indicate your race: (select one or more) <input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White					
Semester/Year of Intended Enrollment: Fall 20____ Spring 20____ Summer 20____ Some programs only admit once per year. For a complete listing of deadlines, visit: www.newpaltz.edu/graduate			Name/Major Code of Intended Program: (see Major Code chart) Name: Certificate Program in Multicultural Ed. (non-degree) Major Code: 071		
Do you have a New York State teaching certificate? <input type="checkbox"/> Yes <input type="checkbox"/> No Area/Type of Certification: _____ <input type="checkbox"/> Provisional Certificate <input type="checkbox"/> Permanent Certificate <input type="checkbox"/> Initial Certificate <input type="checkbox"/> Professional Certificate					

List below colleges/universities attended: (Include ONE set of Official Transcripts of all graduate level coursework.)																													
Institution	CEEB Code (for office use)	Degree Received	Final GPA	Month	Year																								
LETTERS OF RECOMMENDATION: Please list two persons from whom you will request letters of reference. <i>These letters should be from school district officials, administrators, or colleagues who have knowledge of your academic and professional background and who are able to comment on your capability for graduate study.</i>																													
1. _____			2. _____																										
LIST FOREIGN LANGUAGES AND DESCRIBE LEVEL OF READING/SPEAKING/WRITING ABILITY. <i>(For Computer Science, please indicate high-level and assembly languages.)</i>																													
PREVIOUS APPLICATIONS : Have you previously applied for graduate study at SUNY New Paltz?			TEST SCORES: Indicate scores and/or the date the test was or will be taken. THIS SECTION IS INFORMATIONAL ONLY.																										
<input type="checkbox"/> No previous application			<table border="1"> <thead> <tr> <th>Test</th> <th>Score</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>GRE Verbal</td> <td> </td> <td> </td> </tr> <tr> <td>GRE Quantitative</td> <td> </td> <td> </td> </tr> <tr> <td>GRE Writing</td> <td> </td> <td> </td> </tr> <tr> <td>GRE Subject</td> <td> </td> <td> </td> </tr> <tr> <td>MAT</td> <td> </td> <td> </td> </tr> <tr> <td>GMAT</td> <td> </td> <td> </td> </tr> <tr> <td>TOEFL <small>(required of all international applicants)</small></td> <td> </td> <td> </td> </tr> </tbody> </table>			Test	Score	Date	GRE Verbal			GRE Quantitative			GRE Writing			GRE Subject			MAT			GMAT			TOEFL <small>(required of all international applicants)</small>		
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<input type="checkbox"/> Yes. Last application/attendance : Semester _____ Year _____ Program _____																													
<p align="center">PLEASE RESPOND TO THE FOLLOWING TWO QUESTIONS</p> <p>HAVE YOU BEEN:</p> Convicted of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No Dismissed from college for disciplinary reasons? <input type="checkbox"/> Yes <input type="checkbox"/> No An affirmative response to either question will not automatically prevent admission, but you will be asked to provide additional information. This information will be reviewed by a campus committee to ensure campus safety. Any falsification or omission of data may result in a denial of admission or disciplinary action.			<p align="center">GRADUATE ADMISSIONS ESSAY Certificate in Multicultural Education Requirements</p> Compose a personal essay describing your current educational initiatives in multicultural/diversity education and/or your goals for future endeavors for fostering greater appreciation of diversity in your classroom and school. Your essay should be typed, double-spaced and between 2-3 pages. Since your essay provides us with a sample of your writing, it should reflect exemplary organization, writing style and mechanics. Certain programs have specific guidelines for the admission essay; therefore, refer to your intended program of study's description in the graduate catalog or the departmental website.																										
<p align="center">PROPERTY RIGHTS</p> In accordance with AACRAO policies, all materials submitted with this application will become the property of SUNY New Paltz and will not be returned to the applicant.			I certify that the information given in this application for admission is complete and correct. I understand that any falsification or omission of data may result in the denial of admission.																										
Signature: _____			Date: _____																										

LETTER OF RECOMMENDATION FOR ADMISSION TO GRADUATE SCHOOL State University of New York at New Paltz

Return to applicant by _____
(month/day/year)

Name _____ SSN: (last four digits) ____ _

Proposed program of study and degree: **Certificate in Multicultural Education (non-degree) (major 071)**

Name of recommender: _____

The Family Educational Privacy Act of 1974 and its amendments guarantee students access to educational records concerning them. Students are permitted to waive their right of access to recommendations. The following statement indicates the wish of the applicant regarding this recommendation:

I waive do not waive my right to inspect the contents of this recommendation.

Signature: _____ Date: _____

To the recommender: We would appreciate your opinion of this applicant's potential for success in graduate study. How long and in what capacity have you known the applicant? Please comment on the applicant's academic ability and aptitude for advanced study in the field. If you prefer to write a personal letter rather than use this form, please do so and attach this form to your letter. We pay careful attention to your appraisal, and we are grateful for your assistance.

To the applicant: This form should be copied for your recommender. Complete the top portion of this form. Provide your recommender with a stamped self-addressed envelope.

Signature: _____ Date: _____

Position: _____

Address: _____

e-mail: _____

APPLICATION FEE PAYMENT FORM

This form accompanies the required fee payment for graduate admission. The fee of \$25.00 must arrive together with the application. We cannot waive or defer fees for any applicant, nor can we process your application unless the fee is paid.

Please make checks payable to SUNY New Paltz. We also accept charge-card authorization for either VISA or MasterCard. Do not send cash.

Student Name _____ SSN: (last four digits) _____

Address _____

Intended program of study: **Certificate Program in Multicultural Education (non-degree)** Major Code: **(071)**

Form of payment

Check (to SUNY New Paltz) for \$25.00

US Postal Money order for \$25.00

Charge authorization for \$25.00

VISA

MasterCard

Credit Card Number _____

Expiration Date _____ Verification Code (*3 digits on back of card) _____

Cardholder Name: _____

Cardholder's _____

Signature: _____

Cardholder's Address: _____

Cardholder's Phone: _____

Return the entire application to:

**SUNY New Paltz
The Graduate School, HAB 804
1 Hawk Drive
New Paltz, NY 12561-2443**