

## California EA Tier I Admissions Procedures

### CA Admissions Checklist:

1. \_\_\_ Official transcripts showing a completed bachelor's degree (MAED) or completed master's degree (EdS/EdD) from a regionally accredited institution or an appropriately certified foreign institution
2. \_\_\_ 3.0 grade point average (on a scale of 4.0) during the last two years of undergraduate/graduate work and any subsequent study
3. \_\_\_ A minimum score on an Argosy University pre-approved English language proficiency test is required for all applicants whose native language is not English or who have not graduated from an institution at which English is the language of instruction as specified in Section Five, Admission Policies, "English Language Proficiency Policy."
4. \_\_\_ A minimum of three years of verified full time experience as a teacher or certified salaried employee in a state approved P-12 school.
5. \_\_\_ Evidence of a criminal background or fingerprint check.
  - a. CA candidates must provide a copy of a valid and current certificate as a teacher or certified salaried employee in a P-12 school.
6. \_\_\_ Three letters of recommendation (These references **must** be from the following sources):
  - a. Two from a source familiar with student's academic abilities
  - b. One from a current school administrator
7. \_\_\_ Current resume
8. \_\_\_ Candidate Writing Sample

Once these materials have been collected and verified, they must be sent to the CA EA Program Chair or designated EA faculty to review and schedule the candidate interview. An interview for admittance and review of materials will be conducted by the EA program faculty after all admissions documentation has been submitted.