

ONLINE MASTER'S IN EDUCATIONAL ADMINISTRATION

Applicants to the [online Master of Science in Education \(M.S.E.\) in educational administration](#) are required to submit the following materials and meet the following requirements before the designated application deadline:

- Completed [online application form](#)
 - Cumulative **GPA of 3.0 or higher** (on a 4.0 scale)
 - Applicants with an undergraduate GPA below 3.0 should contact a KU Admissions Advisor for more information
 - Professional **resume or CV**
 - Completed **bachelor's degree** from accredited college or university
 - Official transcripts:** copies of official transcripts are acceptable for admissions purposes
 - Advising Report forms or web-based transcript information will not be accepted
 - Official transcripts sent from the school must be submitted by the end of the first semester to prevent registration holds
 - Parchment or electronic transcripts received from the school are considered official and can be submitted to gradadmin@ku.edu or to the physical address below:
- University of Kansas**
Office of Graduate Admissions
313 Strong Hall
1450 Jayhawk Blvd.
Lawrence, KS 66045
- Personal statement** showing a clear understanding of how the degree will fit into the applicant's career plans
 - Three letters of recommendation** from qualified individuals
 - 1 from an immediate supervisor
 - 2 from others in leadership positions (principal, grade level chair, instructional coach, etc.)Recommendations are collected via the online application system, and references will receive an email link with instructions to complete a letter of recommendation and survey
 - Application fee:** \$65 for U.S. residents, \$85 for international applicants
 - IELTS or TOEFL scores** (for non-native English-speaking applicants)