

Online Graduate Certificate in Secondary Special Education and Transition

Applicants to the [online graduate certificate in secondary special education and transition](#) 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
- [Letter of introduction](#) stating your area of interest and licensure status
- Name, email and position for **three professional references**
- Application fee:** \$30
- [Proof of English proficiency](#) (for non-native English-speaking applicants)