Admission Policy

Approved on October 8, 2015

The CLD Department is composed of 18 graduate faculty and approximately 45 graduate students in residence. Our program emphasizes preparing graduate students for a variety of career options by building foundational knowledge and skills in applied social sciences and providing professional development opportunities.

New full-time students are admitted only for the fall semester. Part-time students can be admitted for the spring semester. For those who wish to pursue a MS-CLD degree as a part-time student, you must submit all the application materials by May 15 for fall admission and October 15 for spring admission.

Financial assistance is available only to full-time students in the form of teaching assistantships, research assistantships, and university fellowships. Besides a monthly stipend, each assistantship and fellowship generally covers tuition for the fall and spring semesters and health insurance. The number of assistantships available to students varies from year to year. It is highly competitive. Earlier submissions are strongly encouraged. We begin reviewing applications for fall admission with funding requests on January 15. To be considered for University fellows (see http://www.research.uky.edu/gs/StudentFunding/fellowship_opportunities.html) and departmental funding (e.g., teaching or research assistantships), all materials, including letters of recommendations and required test scores, must be received by no later than February 15.

Those candidates, who received an offer of funding, need to notify the DGS their decisions by no later than April 15. In principle, any applications for fall admission after February 15 and before May 15 will not be considered for funding. However, when external and other unexpected funds become available, we may consider these applicants for funding.

Any applicants, who miss the deadlines but wish to start graduate training, can apply to the Graduate School for admission as a post-baccalaureate student. Please note that their admission to the MS-CLD is not guaranteed.

Summary Table of Admission Deadlines

<table>
<thead>
<tr>
<th>For Full-Time Students</th>
<th>For Part-Time Students</th>
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<tbody>
<tr>
<td>January 15 to February 15</td>
<td>For fall admission and consideration for University* or Departmental funding</td>
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<tr>
<td>May 15</td>
<td>May 15</td>
</tr>
<tr>
<td>For fall admission without expectation of Departmental funding</td>
<td>For spring admission</td>
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<tr>
<td>October 15</td>
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*The deadline for consideration for University Fellowships is January 15 since the Director of Graduate Studies must nominate applicants for these fellowships in the first week of February of each year.
Materials Required For Application

Below are the materials you need to upload to the ApplyYourself after you fill out the Online Application Form. Our program offers the Master’s of Science in CLD with Initial Certification for Agricultural Education (Grade 5-12), or MIC, Option. This option uses a different set of criteria for admission (see below). Depending on your choice in pursuing the degree, the eligibility and required materials for admission application differ. If you have any questions, please contact the Director of Graduate Studies (DGS) in Community & Leadership Development (see [http://www.uky.edu/Ag/CLD/](http://www.uky.edu/Ag/CLD/) for the name and contact information of the current DGS).

- Statement of purpose
- Current resume
- Writing sample or professional project portfolio**
- Undergraduate/graduate transcripts
- 3 Recommendation letters±
- GRE scores (Full-time applicants only)
- TOEFL/IELTS scores (International applicants only)

** Part-time applicants must submit a professional project portfolio in lieu of GRE scores.
± Only 1 out of 3 recommendation letters can be written by a faculty member in the CLD Department.

Admission Criteria

** Applicants for the MS-CLD program without MIC option.**

Candidates for the MS-CLD program must have a minimum undergraduate GPA of 2.75 and graduate GPA of 3.0 to be eligible for admission to the Graduate School. Graduate Record Examination (GRE) scores are required for all applicants who plan to pursue our degree program as full-time students. Applicants for admission as part-time students are not required to take the GRE but are required to submit a professional portfolio. International students must also take the TOEFL examination, with a minimum score of 550 (213 on the computer-based test) required by the Graduate School.

To be considered for funding, one should have a **preferred** average percentile of the three categories at the national 25th percentile. No student will be considered for funding without submission of GRE scores even if his/her status changes from part-time to full-time.

Please note that GRE scores are one of several materials used to select students for admission.

** Applicants for the MIC Option**

Candidates in the graduate initial preparation program must apply for admission to the Graduate School and to the Teacher Education Program. They must have a minimum undergraduate GPA of 2.75 to be eligible for admission to the Graduate School. In addition, they must submit passing scores on PRAXIS Core Academic Skills for Educators (CASE). A minimum 156 score on the reading portion, a minimum 150 score on the mathematics portion, and a minimum 162 score on the writing portion are required. Graduate candidates may use the GRE as the basic test requirement and must achieve a **preferred** average percentile of the three categories at the national 25th percentile.

Candidates must submit an application packet and successfully complete the admission interview with program faculty. The application packet must be on file prior to the admission interview and includes the following items:

- Candidate demographic information
• Official transcripts
• PRAXIS I/GRE scores
• Standards self-assessment
• Character and Fitness Review
• Reference forms (3)
• Current resume
• Writing sample

Admission Process

Applicants must submit all the required materials to the online Apply Yourself system at the following link: [http://www.research.uky.edu/gs/ProspectiveStudents/Admission.html](http://www.research.uky.edu/gs/ProspectiveStudents/Admission.html)

The Graduate Committee reviews all the application packages submitted to the Apply Yourself system. Each committee member will be given a username and password to review the submitted documents. Admission decisions must be made at an official Graduate Committee meeting. In order to comply with the Family Educational Rights and Privacy Act (FERPA), no CLD faculty or staff member can transmit application materials or discuss about particular applicants over e-mails.

In the months of June through August, the Graduate Committee does not meet to discuss any applications for admission.

Table 1. Tentative Timeline of Admission Decision-Making by the Graduate Committee

<table>
<thead>
<tr>
<th>Month</th>
<th>Tasks</th>
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<tbody>
<tr>
<td>January</td>
<td>• GC completes initial application reviews for fall admission and selects candidates recommended for University fellowships and departmental funding.</td>
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</table>
| February    | • DGS submits the application materials of the selected candidates for University fellowships.  
  • DGS gives an offer of funding to the selected candidates.  
  • GC organizes campus visits for candidates. |
| March       | • GC continues to review application materials.                       |
| April       | • GC continues to review application materials.                       
  • DGS gives an offer of any funding rejected by the initial candidates. |
| May         | • GC completes the review of fall admission applications.             |
| June-August | • GC does not review any admission applications.                     |
| September   | • GC begins application reviews for spring admission (part-time and readmission applicants only). |
| October     | • GC completes the review of spring admission applications.          |
| November-December | • GC does not review any admission applications.                  |