

# University of Wisconsin



Office of Graduate Studies

800 Algoma Blvd. Oshkosh, WI 54901 (920) 424-1223

## Application Checklist for Global Educator Certificate

Please complete both the front and back of the application form. Refer to this checklist below for items to which your response/action is important.

### ADMISSION PREREQUISITES

- Admission Essay** — Include a 1-2 page essay describing your background for and interest in the Global Educator Certificate program. Also please include a statement of your goals (see Section VII of the graduate application form).
- Study Abroad Commitment** — Your admission status is contingent upon your commitment to engaging in a study abroad experience of your choosing. This can be coordinated on your own or with the assistance of the University of Wisconsin Oshkosh Office of International Education. For questions regarding this please contact Courtney Bauder at [bauderc@uwosh.edu](mailto:bauderc@uwosh.edu) or the Office of International Education.
- Cohort Commitment** — You will be asked to take the courses for the Global Educator certificate with a cohort of other students and will remain with them and register for classes with them until the completion of the program.

### APPLICATION REQUIREMENTS

- 1. **Application Fee** — A \$45.00 application fee (check or money order) must accompany your application. Certificate applicants already admitted to the Educational Leadership graduate program or another UW Oshkosh graduate program do not pay this fee. This fee is non-refundable.
- 2. **Social Security Number** — Your Social Security number is requested but will NOT be used as your primary university record identification number.
- 3. **Program** — In Section I field 17a indicate *School/College you wish to enter at the university* as “College of Education & Human Services” In Section I field 17b indicate *Intended Major or Field of Study* as “Global Educator.”
- 4. **Transcripts** — For Section I field 24 it is your responsibility to request that the Registrar of the college(s) or university(ies) where you received your undergraduate degree forward an official transcript directly to the UW Oshkosh Office of Graduate Studies. Student or photocopies are NOT acceptable. For UW Oshkosh graduates, completing the application authorizes the Graduate Studies office to request transcripts from the UW Oshkosh Records Office.
- 5. **Signature** — Section VI, please be sure to sign and date your application.
- 6. **Racial Heritage** — In Section I field 16 accurate information regarding your gender/racial heritage status is needed to comply with Affirmative Action legislation and laws. This information is needed and will be kept confidential; it will not appear on class lists or transcripts, nor will it be used to make admission decisions.

If you have any questions about the application process please contact Courtney Bauder at [bauderc@uwosh.edu](mailto:bauderc@uwosh.edu) or 920-424-7044.