Frequently Asked Questions for Admission

Exams and Writing Sample

1. Do I need to take the GRE?

The GRE General Subject Test is required for all MA and PhD applicants. GRE scores must be submitted by the testing facility either electronically or USPS. The minimum expected combined verbal/quantitative score is 300; however the faculty in the GSOE review applications from a holistic perspective taking into consideration all aspects of an application.

Test scores may not be more than five years old from the month of matriculation (for example: test cannot be older than September 2014 for Fall 2019 admission). GRE scores must be sent electronically to UCR from ETS by using the code R-4839. We do not require the GRE for our MEd programs.

2. I already have a master’s degree. Do I still need to take the GRE?

Yes – all applicants are required to report GRE scores no older than 5 years from the month of matriculation as outlined in question #2 even if they have a graduate degree.

3. What English exams are required?

If you are considered an international student or earned a bachelor’s degree at a university where English was not the primary language of instruction, we will require the TOEFL or IELTS. The TOEFL/IELTS scores must be reported electronically or sent through the postal service directly from the testing center. The scores cannot be more than two years old from the date of matriculation (for example: test cannot be older than September 2016 for fall 2018 admission).

4. Can the English proficiency exam (TOEFL or IELTS) be waived?

If you earned a bachelor’s or other graduate degree from an institution where English is the official language of instruction, you will be exempt from the English test requirement.

5. What is a writing sample and what are the requirements?

The writing sample is required for all PhD applicants. It may be a research paper (term paper or empirical research paper) submitted for a previous course, but does not need to be graded. Generally, the writing sample should not exceed 30 pages, and it is preferred that you are the sole author. The writing sample is not an abstract or a report, but a research paper.
Transcript and Transfer Credits

1. Are official transcripts required or are there alternatives if we are unable to get them?

We can use unofficial transcripts for the application, but if admitted, we will require official transcripts from the host university. Institutions keep records of all previously enrolled students, so an official transcript should be available. Unofficial transcripts can be emailed to edgrad@ucr.edu.

2. I took community college classes during high school. Do I have to report those classes?

Yes – although the coursework was taken during high school, you still have an established record of college-level coursework that has to be reported on your application. The official transcripts should come from the community college, or an unofficial copy may be emailed to edgrad@ucr.edu.

3. Can I transfer some of my graduate courses into the program?

If you have taken graduate classes at another graduate school and you did not complete the program, you can petition to transfer up to 8 credits/2 classes to UCR. These courses will have to be equivalent to courses we offer in our program and you will have to provide syllabi of all courses you wish to be considered to transfer for an articulation review.

Admission Requirements and Online Application

1. It states online that a bachelor’s degree with a 3.0 GPOA in the last two years of upper division work is expected for admission consideration. Can someone with a lower GPA still be accepted?

Applicants with a bachelor’s GPA below a 3.0 may still be considered for admission; however, this is rare. If you know your GPA is below the requirement, please contact the Graduate Program Coordinator at edgrad@ucr.edu for an alternative plan to take courses through UCR Extension concurrent enrollment.

2. I have a master’s degree with a GPA above a 3.0, but my bachelor’s degree GPA is below a 3.0. Does this meet the GPA requirement for admission?

The Graduate Division only uses the bachelor’s degree to determine the minimum GPA requirement; however, the admissions committee may use graduate coursework or degree programs to justify a recommendation for admission when the bachelor’s degree GPA is not at least a 3.0.
3. The proposed program/area of specialization is not appearing as an option on the application. What should I do?

Typically this means the wrong department/program was selected when creating an application. PhD, MA and MEd programs not tied to the single or multiple subject credential are under the “Education” option (not “Education – teaching emphasis”). This should prompt the appropriate proposed programs (for example: Higher Education, Educational Psychology, School Psychology, etc.). You can view a step-by-step tutorial on how to fill out our online application here. If you still cannot find the program you are interested in, please email edgrad@ucr.edu.

4. Am I able to apply for a graduate program if I am still in the process of completing my bachelor’s degree?

Yes; you are welcome to apply to any of our programs as long as you finish your bachelor’s prior to the start of our graduate program. We will use your grades earned to date for the application review and if offered admission, you will need to submit an official transcript showing your bachelor’s degree was conferred.

5. When are admission decisions released for applicants?

Application decisions are released on a rolling basis. Once the admissions committee has reviewed your application and have come to a decision, they will notify you via email.

6. Is there a way to attach a CV or another document after my application has been submitted?

Once the application has been submitted, you cannot alter or attached any items yourself; however, if you wish to attach additional documentation, you may send your documents via email to edgrad@ucr.edu, and the department will attach the file(s) for you.

7. Is there a way to update or add another recommender on my application?

The department can make additions or corrections to the recommenders on file. To update a contact, email the department with the corrections at edgrad@ucr.edu, and to add another recommender, provide the following information:

- Name
- Title
- Institution
- Country
- Address
- City
- State
- Zip code
You also need to clearly state in writing if you wish to waive your right to access the letter of recommendation.

**Expenses and Financial Assistance**

1. **What is the cost of the program?**

   Tuition is charged on a quarterly basis. For the latest fee schedule, view our Registrar’s [website](#). If you already have health insurance and plan to maintain coverage off-campus, you can submit an annual waiver for the campus health insurance, which will decrease the quarterly fees about $1,200.

2. **Is there any financial assistance for MA/MEd students?**

   Master's students are eligible to work with a faculty member as a Graduate Student Researcher (GSR) or a Teaching Assistant (TA) for the GSOE. While fellowships are not offered to master's students upon admission, the GSOE encourages students to work with faculty on research projects either voluntarily or for hire. Depending on the hours required for the researcher position, tuition remission, and health insurance may be provided.

   For more information about federal and private loans for domestic students, please refer to the [Financial Aid office](#).

3. **Is there any financial assistance for PhD candidates?**

   Highly qualified Ph.D. applicants are offered a fellowship package upon admission. The package consists of stipends, tuition remission, health insurance and awards based on employment. The requirements for a fellowship package include full time study (12 units per quarter) and employment as a Teaching Assistant (TA) or Graduate Student Researcher (GSR), if applicable. It is important to know that TA and GSR positions require 10-20 hours of work per week ranging Monday through Friday 8am to 8pm.

**Readmission/Enrollment**

1. **I left UCR and would like to re-enroll. Do I need to fill out an application as a new student, or is there another application for readmission?**

   To readmit in a program, students have to submit an application online as a “Returning UCR Student” and pay the application fee. The department has a copy of all transcripts and test scores, therefore you would not have to re-submit them unless additional coursework was completed at
another institution while on leave. Students are required to submit one letter of recommendation from the original faculty advisor as well as a statement of purpose outlining what you have been doing since you left the program. See more information about readmission here.

2. Can I pursue two Master’s degrees?

If you are interested in pursuing a second master’s degree, you will need the permission of the Graduate Dean. A second master's degree may be approved when there is little relation in content between the two degrees. Before you apply for the program, submit a letter with your justification to pursue a second master’s degree in Education to the GSOE Graduate Advisor at edgrad@ucr.edu. Your request will be reviewed by the Graduate Advisor and will be forwarded to the Graduate Division. You can read more about the policy here.