

# **Master of Education**

## with a Concentration in Teaching & Learning

### **Program Information**

Where does the program take place?	This program is fully online, however, it is customizable. If your school or district puts a cohort of students together, we can customize the online versus in-person delivery of courses to work with the needs of the cohort in your school or district. Ask us about options.
Why should I choose this M Ed program?	Concordia College has a 15-year history of delivering a unique and personalized graduate program for language teachers that builds their skills and confidence in teaching. This same approach will be taken with the Master of Education with a concentration in Teaching and Learning. Students will also be prepared by the end of the program to sit for National Board Certification if this is something they would like to pursue.
When does the program start and how long does it run?	The program begins in June. Students complete the bulk of their work over two summers, finishing 10 credits each summer. During the first academic year, students complete 4 credits in the fall and 4 in the spring, both courses being designed for busy teachers. The second academic year revolves around a capstone project, for which there are several options to meet teachers' needs. Students complete the program in just under two years.
I completed my degree outside the US. Am I eligible to apply for the program?	Yes, international students may apply to the program. They must submit their undergraduate transcript(s) to an approved credential evaluation agency for review and validation prior to applying to the program. These agencies can be found on the NACES website ( <a href="www.naces.org">www.naces.org</a> ). Non-native English speakers must demonstrate proficiency in English by providing one of the following: IELTS with a minimum test score of 6.5, TOEFL with a minimum test score of 80. Please review other requirements for international students on the <a href="Application page">Application page</a> .
How many students are accepted each year?	The fully online cohort is capped at 12 students. However, other cohorts of students from a particular school or district may be formed, and program delivery will be customized for these cohorts.
Who should attend the program?	Teachers of any content area and any level are welcome in this program.  We will also offer a route to licensure for teachers who are either practicing on a Tier One License or for professionals who would like to begin a teaching career.



#### What are the main strengths of the program?

- and learning in today's classrooms.
- Collaboration with fellow cohort members.
- Integration of equitable practices and culturally sustaining pedagogy to meet the needs of diverse learners in the classroom.
- Development of skills and knowledge in all five areas of the National Board of Professional Teaching Standards.

#### **Admission & Application**

When can I apply?	Applications are accepted on a rolling basis starting in September for the following year's program. Review of applications begins in October and will continue through May, or until the cohort is filled.
What are the requirements for admission?	You must have a baccalaureate degree from a regionally accredited institution with a minimum GPA of 3.0.
Are there any prerequisite courses for the program?	There are no prerequisite courses needed to apply for the program.
	The applications and all required material are submitted through <a href="Mailto:GradCAS">GradCAS</a> . Visit the <a href="Applicant Help Center">Applicant Help Center</a> for details about the application process.
How do I apply to the	Select Concordia College, Moorhead MN as your program of interest and review our program page in GradCAS for additional details.
program?	Complete all application sections, request official transcripts, request evaluators and upload required documents.
	Submit your completed application along with payment of \$24.  Applications will not be reviewed until ALL materials have been submitted Applicants are able to check the status of their application on their Grad-CAS account.



Are there additional materials required for the application?	Yes, the following are required to complete your application: Official transcripts from all post-high school institutions sent directly to GradCAS.  Three professional references (See reference FAQ for further information)
required for the application:	mation)
	Current one page resume
	An essay of at least 500 words
How do I submit my official transcripts? Can my transcripts be reviewed prior to the application period?	Request your official transcripts from each institution you attended and have them sent directly to GradCAS:  Transcript Processing Center PO Box 9201  Watertown, MA 02471  Your transcripts will be attached to your application. Transcripts are only reviewed through the application process; please do not send transcripts directly to Concordia College.
How does the recommendation process work?	We require three recommendations. The individuals you choose should not be related to you, and should have strong knowledge of your professional character including observation of special skills, your ability to succeed in a graduate program, achievements and/or professional experiences. Please notify your evaluators in advance that a request will be forthcoming. They will receive a link to the <b>Liaison Evaluator Portal</b> to create an account and complete the standard form. Evaluators also have the option to upload a personalized letter. The Concordia program page in GradCAS will have a designated tab for you to request your evaluators.
How do I know if my has been received and/or reviewed?	During the application process you will receive email notifications. Emails will be sent when you submit your application, after required materials have been received and when your application is under review. If you have questions during the application process, please contact our admissions team.

### **Experience & Outcomes**

	We recognize the need for teachers to also have time for a break in the
What should I expect during the	summer! We run our synchronous class sessions online during two 3-
summer sessions?	week sessions with the rest of the work being done asynchronously. There
	is a week break at the end of June continuing through July 4.



At the end of the program, Master's candidates will be prepared to sit for National Board Certification if they seek to become a National Board Certified Teacher. Students may choose a capstone option that is aligned with the assessment for National Board Certification.

#### **Program Goals | Students will:**

Understand and demonstrate current methodologies in teaching and learning in today's classrooms.

Understand principles of systematic inquiry in order to apply results to planning, instruction, and assessment.

Apply current technology methods and innovations to teaching and learning.

## What will I take away from the program?

Develop skills and knowledge in all five areas of the National Board of Professional Teaching Standards.

#### Outcomes | Students will:

Gain a deeper understanding of student development and contextual influences on student development and learning.

Develop pedagogical content knowledge and become more purposeful and intentional in their instructional practice.

Evaluate and apply best practices in assessment.

Create effective, standards-based instructional materials, activities, and assessments for both face-to-face and online learning.

Evaluate scholarly literature and research, and they will be able to conduct and report on research in their own classrooms and schools.

## What kind of support will I receive from faculty during the program?

The graduate faculty represent professors with K-12 teaching backgrounds and strong scholarship and involvement in local, regional, and national organizations. They share a wide array of diverse experiences and excellence in education, and they advise and mentor each student through understanding of their needs and goals. Given the small cohort size, strong relationships are formed with students as they continue on their career path.



### **Financial Information**

What does the program cost?	The total cost of tuition and fees is \$20.230. This includes tuition and a per credit fee for technology, library and campus office support. Please visit the <b>Program Cost</b> page for detailed information.
Is there financial aid available for the program?	To apply for all forms of federal financial aid you must complete the <a href="Free Application for Federal Student Aid (FAFSA)">Free Application for Federal Student Aid (FAFSA)</a> online. The FAFSA can be completed any time after October 1st for the following academic year. Students will also need to complete a FAFSA for the current academic year to receive aid for the first summer session. It is necessary to complete a FAFSA every year. An award letter is sent to students once financial aid has been approved. The financial aid package is awarded based on financial aid contained in the FAFSA. Aid received from any source that was not originally considered in the aid package may affect the amount received. Students are required to notify the Financial Aid Office about all aid received from other sources.  Check out Concordia's information on <a href="Filing your FAFSA">Filing your FAFSA</a> .  More information can be found on the <a href="Program Cost">Program Cost</a> page.
How do I pay my tuition and fees?	Cash   Business Office Check or Money Order   Business Office or via mail (include your student ID number) Electronic Check   online from checking or savings Credit Card   online (American Express, Discover, MasterCard and Visa are accepted and a convenience fee of 2.85% will be assessed) International Wire   online via TouchNet / Western Union Monthly Payment Plan   via Tuition Management Systems
Are paper statements mailed out each month?	No, paper statements are sent to the student's permanent address in mid-July and mid-December. All other monthly statements (including summer session statements) are available online via TouchNet on CobberNet and are due the 15th of the following month. Between billing cycles, updated balances or current activity can be viewed by logging into the "eBill" site and selecting the "recent account activity" link (Current Account Status tab).
How will I know when a new statement is available?	Emails will be sent to students at their Concordia email address indicating that a new billing statement has been prepared and is ready for viewing. The email sent to students provides a link to the C-Port login. Once logged in to C-Port, students can access the "eBill" page by selecting the TouchNet icon. Monthly statements will be ready approximately the 17th of each month.



Why do I have to pay a convenience fee to make a credit card payment?	Concordia College contracts with a third-party service provider (TouchNet/Pay Path) to ensure compliance with Payment Card Industry (PCI) and Payment Application Data Security Standard (PA-DSS) card association rules. The 2.85% rate charged by the service provider is collected and retained by the service provider and is non-refundable.
When are payments due?	Summer   First time enrollees   July 15 Summer   Continuing enrollees   June 15 Fall   August 15 Spring   January 15 Any subsequent charges are due by the 15th of the following month. Interest (8% per annum) is assessed on fee statement charges if not paid in full by the due date. Registration for future semesters and release of transcripts may not be allowed until outstanding fees are paid.
Who do I contact regarding financial aid?	Any questions regarding financial aid should be directed to the Office of Financial Aid at (218) 299-3010 or email <a href="mailto:finaid@cord.edu">finaid@cord.edu</a> .
Can my employer pay my tuition?	Yes, your employer will need to notify the Business Office in writing that they wish to pay for your tuition. The following information is needed: The name of the student The name of the employer The address where the billing statement should be sent The amount of payment employer is authorizing Any restrictions or conditions on the payment of your tuition Employers can send the letter to: Concordia College Attn: Larry Rock 901 8th St S Moorhead, MN 56562
What is the Payment Agreement and Disclosure Statement?	This agreement is between the student and the College that outlines how the student will pay their obligation to the school. It also outlines finance charges, use of Financial Aid and your billing rights. You must have a <b>Payment Agreement and Disclosure Statement</b> on file with the College before beginning courses.

