Admission Requirements for the Ed.D. Degree

Leadership in School Reform (LSR) Track

Candidates must have one of three qualifications to be admitted to the program: (1) leadership experience, (2) a school leadership license, or (3) a school leadership degree.

1. Application for Graduate Studies in Education Form: A completed application submitted by the priority deadline of November 1. All other application materials must be received by the final deadline of December 1.

2. Application Fee: A nonrefundable application fee of $50, payable through the online application process.

3. Official Transcripts: Official transcripts from ALL undergraduate and graduate schools attended. The minimum requirement for admission is an official Master’s degree transcript from a regionally accredited college/university with a minimum GPA of 3.20. In addition, students must ensure that transcripts received from non-US institutions are translated and evaluated by a recognized agency, and forwarded directly to Union University.

4. Grade Point Average - Undergraduate GPA of 3.0 or higher. Prior Graduate GPA of 3.2 or higher. Students not meeting either of these GPA criteria may be granted Conditional Admission to the Leadership in School Reform track with the approval of the Graduate Admissions Committee.

5. Test Requirements: Official test scores from the Graduate Record Exam (GRE) must be forwarded to Union University (Institution Code: 1826), reflecting scores for all three sections of the GRE (verbal, quantitative, and writing). Results must be current within the last five years.

6. Copy of current teacher license.

7. Four Recommendation Forms. Four (4) completed recommendation forms, as specified below, must be submitted electronically to Marcia Joyner (mjoyner@uu.edu) by email.
   - One (1) must be completed by the applicant’s current supervisor
   - Two (2) must be completed by colleagues of the applicant
   - One (1) must be completed by a character/personal reference (non-family member) of the applicant with insight into all components of the form

8. Current professional resume.

9. Career Aspiration Essay: Students must submit an essay, typewritten and not to exceed 750 words, that addresses their reasons for seeking this degree and program, their leadership career aspirations, and their future professional goals.

10. Interview: Once the application has been reviewed, students will be scheduled for a personal interview with members of the School of Education Graduate Faculty. This will be an online interview, using a webinar or video conference call.
Any documents that need to be mailed (such as transcripts) should be sent to the following address:

Graduate Studies in Education  
Union University, UU Box 1876  
1050 Union University Dr.  
Jackson, TN 38305

Notification: Each student will be notified in writing of the decision regarding his/her admittance into the program.