GRADUATE AND ENTITLEMENT PROGRAMS

MASTER OF MUSIC EDUCATION AND CERTIFICATION OPTION
TEACHER CERTIFICATION ENTITLEMENT PROGRAM

ADMISSIONS APPLICATION
CERTIFICATION/ENTITLEMENT ADMISSIONS CHECKLIST

Master of Music Education and Teacher Certification

The Master of Music Education and Teacher Certification option is ideal for professionals who have earned undergraduate degrees in musical disciplines other than music education and wish to be certified to teach in public schools. To meet this need, students pursue a master of music education degree while completing the necessary requirements for teacher certification specified by the Illinois State Board of Education.

Master of Music Education and Certification candidates complete 36 credit hours at the graduate level and as many as 80 hours at the undergraduate level, dependent upon a transcript evaluation.

Teacher Certification Entitlement Program

For applicants who are interested in earning their teaching certificate in music without simultaneously earning a master’s degree, VanderCook offers a Teacher Certification Entitlement Program. This program was designed for candidates who have earned a minimum of a baccalaureate degree in music, and who wish to earn a certificate to teach in the public schools.

Course study length is dependent upon transcript evaluation. We are fully accredited by the Higher Learning Commission of the North Central Association, the National Association of Schools of Music and the Illinois State Board of Education.

Application Checklist

To be considered for entrance to either certification program at VanderCook, all candidates must complete the following steps. For priority consideration, please submit your application by April 1st.

☐ Graduate Application

Complete and return the application and the $50.00 non-refundable application fee. Please make checks or money orders payable to VanderCook College of Music, or call 312.225.6288 to pay with a credit/debit card.

☐ Resume

☐ Essay

Please see enclosed guidelines.

☐ Transcripts

Request that all college transcripts* (with seal and authorized signatures) be sent to admissions at VanderCook College of Music.

* Applicants who have an undergraduate GPA below 3.0 may also be required to submit GRE scores.

☐ Three Reference Letters

Forms are enclosed. Complete the top portion of each form, then give them to your chosen references to complete and return to VanderCook. You will need a:

☐ professional reference ☐ personal reference ☐ musical reference

☐ Audition

Visitation days and audition information are listed at www.vandercook.edu, or you can call (312) 225-6288 ext. 230 to schedule a personal visit, audition or interview.

☐ ISBE Test of Academic Proficiency

All applicants must pass the Illinois State Board of Education Test of Academic Proficiency. Information and registration materials can be found at www.icts.nesinc.com.
Personal Information

First Name: ______________________    Middle Name:____________    Last Name: ___________________________

Address: ______________________________________________        Maiden Name :__________________________

City:____________________________  State:_______    Zip:______________    Country:___________

Primary Phone: ________________________________ □ cellular □ home □ work (check one)

Secondary Phone: _____________________________ □ cellular □ home □ work (check one)

E-mail:____________________________________________________________________________________

☐ Male ☐ Female    Birthdate:________________    Social Security #:_________________________

College(s) Attended:_________________________________________________________________________

Year(s) Graduated: ________________________   Degree(s) Earned: ________________________________

Are you a U.S. citizen?

☐ Yes ☐ No - if no, in what country were you born? ________________________________

If you are not a U.S. citizen, are you a permanent resident of the United States?

☐ Yes ☐ No - if no, what is your immigration status? ________________________________

International students should enclose their TOEFL score and the biographical pages of their passport. Additional requirements may apply – please inquire.

Please note: Teacher certification requires U.S. citizenship or legal-resident status in the U.S. I affirm that I would be attending VanderCook as a U.S. citizen, a legal resident of the U.S., or on a valid student visa.

Sign here: ____________________________________________________________________________

Major

I plan to enter in the:    ☐ Fall    ☐ Spring    Year: __________________

I plan to enter the following program: □ Teacher Certification Entitlement Program
                                       □ Master of Music Education and Certification Option

My vocal part is (required for ALL candidates): □ Soprano □ Alto □ Tenor □ Bass

My declared instrument/part is (check one and provide instrument or vocal part):

☐ Band __________________      ☐ Choral __________________

☐ String __________________

Emergency Contact Information

Last Name: ________________________________    First: ___________________________    Middle:_____

Address: _____________________________________    Relationship to Applicant: __________________

City: _________________________________________    State: ___________    Zip:_________________

Home Phone: _______________________________    Work / Cell Phone: ________________________

Please return this application for admission with your resume, essay, and a non-refundable $50.00 application fee to:

VanderCook College of Music
Graduate Admissions
3140 S. Federal St.
Chicago, IL 60616-3731
Additional Information

How did you learn about VanderCook College of Music? ______________________________________

Do you plan to apply for financial aid?  □ Yes  □ No

Employer

Name:______________________________________________  ____________________________________________

Address:____________________________________________________________________________________

City: _________________________ State: _______ Zip: ____________ Phone: (______) _______________

Profile

This information is requested for federal and state reports, as well as institutional research. It will not be used to determine eligibility for admission, nor will it be used in any discriminatory manner.

Ethnic Origin (check one):

☐ American Indian/Alaska Native  ☐ Native Hawaiian/Other Pacific Islander
☐ Asian  ☐ Unknown
☐ Black or African American  ☐ White
☐ Hispanic  ☐ 2 or more races

My native Language is:  □ English  □ Other (specify): _____________________

You Must Sign and Date this Application

Please write an essay on your philosophy of music education and address VanderCook's three dispositions using the enclosed guidelines.

I do hereby certify that all information provided on this application is correct and complete to the best of my knowledge. I authorize each high school, college or university that I have attended to release academic information to VanderCook College of Music. I understand that any misrepresentation may be cause for denial or cancellation of admission. I understand that I must answer all questions on the application to be considered for admission.

__________________________________________  ________________________________
signature     date

VanderCook College of Music is dedicated to the principle of equal opportunity for all. As such, members of the college community may not discriminate in hiring, admission to the college, or in day-to-day practice based on race, creed, color, gender, sexual preference, or disability.
Your Graduate Essay

As a part of your application to the Master of Music Education degree program, you are asked to write an essay describing your philosophy of music education. This essay will be used to help us assess your readiness and help you plan your course of study.

This essay will also help us get to know you as well as learn a bit more about your teaching history, and your career plans.

Before you begin writing this essay, we believe it is helpful for us to share with you some additional information about VanderCook; namely we want to be sure that you understand our mission as well as understand our core values and the dispositions we seek to develop in all of our candidates. Please read these short statements carefully. In your essay, you are asked to share your values and beliefs about music education as compared with ours.

To help guide you as you write your essay, you are asked to consider VanderCook’s Mission and Candidate Outcomes as they relate to your philosophy of music education. You should also identify those candidate outcomes that best describe you as a professional music teacher.

This essay is not a test, there are no “right” or “wrong” answers. Once again, we will use your essay to help assess your readiness and help you plan your course of study. If you have any questions about writing the essay, please feel free to contact our Graduate Admissions staff at admissions@vandercook.edu or call us at 312-225-6288 x. 230. Best wishes as you write your essay describing your philosophy of music education.

The Mission of VanderCook College of Music

“The mission of VanderCook College of Music is to enrich the lives of present and future generations through the preparation of teachers in the instrumental, choral, and general music disciplines. Our broad-based curriculum is designed to prepare teachers with strong character, skill in the process of teaching, and respect for the essential role of music in our culture.”

VanderCook College of Music’s Candidate Outcomes

1. Strength in Character
   • Self-discipline and persistence
   • Interpersonal and intrapersonal skills
   • Good citizenship and personal integrity

2. Excellence in Music
   • A high level of musicianship
   • Academic ability and diligence leading to a lifetime of learning
   • Skill in the process of teaching

3. Professionalism in Teaching
   • Academic ability and diligence leading to a lifetime of learning
   • Skill in the process of teaching
   • Building pragmatic links with educational programs in diverse communities
   • Professionalism in action, word and appearance
GRADUATE ADMISSIONS
REFERENCE QUESTIONNAIRE

To be Completed by the Applicant

Type of Reference: □ personal □ professional □ musical

I (□ waive / □ do not waive) my right to review my admission file.

Last Name: ____________________________ First: ____________________________ Middle: ______

Address: ______________________________________________________________________

City: __________________________________________ State: ______ Zip: ____________

Home Phone: ___________________________ E-mail: ______________________________

I plan to enter the following degree program:  □ Master of Music Education
 □ Master of Music Education and Certification

To be Completed by the Reference

Each applicant for admission to VanderCook College of Music must submit reference questionnaires. We value your comments and request that you give a full and candid report so that fair consideration may be given to the applicant.

How well do you know this applicant? (check where appropriate)

□ by name / sight                              □ very well / numerous contacts
□ casually / few contacts                     □ know quite well

The applicant demonstrates:

- a high level of musicianship:
- good citizenship:
- competent academic ability and diligence:
- self-discipline and persistence:
- continuous musical growth:
- strong inter- and intra-personal skills:
- flexibility and adaptability to changes in routine:
- strong personal integrity:
- strong organizational skills:
- professionalism in action, word and appearance:
- values of a professional music educator:
- I recommend that VanderCook accept this applicant into the music education program:

Please use the back of this form if you wish to make additional comments.

Name: ___________________________________ Relationship to Applicant: _______________________

Home Phone: _____________________________ Work Phone: ______________________________

__________________________  _________________________
signatures                date

Thank you for taking time to complete this questionnaire. Your observations will assist us in our evaluation of the applicant. Please return the completed form to:

VanderCook College of Music
Graduate Admissions
3140 S. Federal St.
Chicago, IL 60616-3731
To be Completed by the Applicant

Type of Reference:  □  personal  □  professional  □  musical

I (□  waive /  □  do not waive) my right to review my admission file.

Last Name: ________________________  First: ________________________  Middle:____

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How well do you know this applicant? (check where appropriate)

  □ by name / sight  □ very well / numerous contacts
  □ casually / few contacts  □ know quite well

The applicant demonstrates:

- a high level of musicianship: Strongly Agree Agree Disagree Strongly Disagree Don't Know
- good citizenship: ________________________
- competent academic ability and diligence: ________________________
- self-discipline and persistence: ________________________
- continuous musical growth: ________________________
- strong inter- and intra- personal skills: ________________________
- flexibility and adaptability to changes in routine: ________________________
- strong personal integrity: ________________________
- strong organizational skills: ________________________
- professionalism in action, word and appearance: ________________________
- values of a professional music educator: ________________________

I recommend that VanderCook accept this applicant into the music education program: ________________________

Please use the back of this form if you wish to make additional comments.

Name: ________________________  Relationship to Applicant: ________________________

Home Phone: __________________________  Work Phone: __________________________

________________________  ________________________  signature  date

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Last Name: ______________________ First: ___________________________ Middle: ______

Address: __________________________________________________________________________

City: _____________________________________ State: _____ Zip: __________

Home Phone: ____________________________ E-mail: ____________________________

I plan to enter the following degree program: □ Master of Music Education
□ Master of Music Education and Certification

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How well do you know this applicant? (check where appropriate)

□ by name / sight □ very well / numerous contacts
□ casually / few contacts □ know quite well

The applicant demonstrates:

a high level of musicianship: □ Strongly Agree □ Agree □ Disagree □ Strongly Disagree □ Don’t Know

good citizenship: □ □ □ □

competent academic ability and diligence: □ □ □ □

self-discipline and persistence: □ □ □ □

continuous musical growth: □ □ □ □

strong inter- and intra- personal skills: □ □ □ □

flexibility and adaptability to changes in routine: □ □ □ □

strong personal integrity: □ □ □ □

strong organizational skills: □ □ □ □

professionalism in action, word and appearance: □ □ □ □

values of a professional music educator: □ □ □ □

I recommend that VanderCook accept this applicant into the music education program: □ □ □ □

Please use the back of this form if you wish to make additional comments.

Name: ____________________________ Relationship to Applicant: ____________________________

Home Phone: ____________________________ Work Phone: ____________________________

signature ____________________________ date ____________________________

Thank you for taking time to complete this questionnaire. Your observations will assist us in our evaluation of the applicant. Please return the completed form to:

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