Master of Science in Education
Admissions Materials Rubric

Name:_____

		1	2	3	4	Score
Application Form		None	Incomplete		Completed/Well Done	
Letters of Recommendation	Address qualifications and ambition of candidate for Master's program	None	Vague	General in Nature	Directly address qualifications for program	
Professional Objective Statement	Content	Vague Lacks Depth Meaning is unclear	Some objectives Lacks specificity	Objectives w/ some depth	Clear Objectives, Concise/ In depth	
	Writing	Multiple instances of Poor Grammar Poorly Written	Some Errors A challenge to read and understand due to the errors	Few Errors Easily Read	Well written and Engaging Grammar and diction are consistent with strong writing ability.	
	Aligns with Program Objectives in terms of both quality and quantity	No alignment	Minimal alignment	Good alignment	Strong alignment	
Professional Documentation	Content	None or some with little relevance to teaching abilities	Minimal and/or Weak Connections to Teaching Ability	Shows Potential as related to NBPTS	Strong NBPTS level	
	Presentation	Random Not Engaging	Some organization Somewhat engaging	Organized and Engaging	Of superior quality Reflects high level of motivation and competence	
	Aligns with Program Objectives	No alignment	Minimal alignment	Good alignment	Strong alignment	
Resume/C.V.	Shows experience as an educator highlighting development as a professional	Little relevance to teaching experience	Some teaching experience	Shows development as a professional	Strong background and experience	
Transcripts	GPA: Minimum of Bachelor's Degree from Accredited Institution	2.79 or below	2.8-2.99	3.0-3.5	Above 3.5	
	Content		Some weak areas in terms of applicable content	Content reflects adequate breadth and depth	Content reflects the breadth and depth of a Master Teacher	
Interview Score	Rubric	Below 2	2.0-2.99	3.0-3.49	3.5-4.0	
Final Score	**Add Total and divide by 12**					

Interview Rubric

Rating Score	1	2	3	4	Number Score
Interview					
Quality Development of Ideas	Supporting details & information are unclear and not related to topic	Some details & information are relevant, but key issues are lacking	Supporting details and information are relevant, but overly vague	Speaker reveals relevant and telling details by giving information beyond the obvious	
Organization **Relevance** **Phrasing** **Grammar**	Choppy and disjointed Inaudible Unacceptable	Topic and ideas are loosely connected Mumbling w/ little or no expression	Most information presented in logical sequence Clear articulation	Important points are clearly stated with relevant examples Clear voice	
Professional Behaviors					
Non-verbal cues	High levels of anxiety Unable to compose themselves	Eye contact is rare and voice is low Candidate is clearly uncomfortable	Candidate maintains eye contact most of the time Some anxiety apparent	Candidate maintains eye contact Seems comfortable No anxiety-causing mannerisms	
Poise	Delivery is rough	Somewhat rough and rattled	Candidate composed with smooth delivery	Candidate composed; delivery smooth; tough questions do not rattle the candidate	
Appearance	Appearance not professional	Fairly clean and neat; well-groomed	Clean and neat; well groomed for professional interview	Very professional appearance; clean, neat, and well-groomed	
Total Score					
Divide by 5					
Final Score for both Rubrics 2.7-4.0 (Admit)					

Admissions Decision:

Admit _____
Conditional Admit _____
Defer _____
Denied _____

Expected Graduation Date: