existing research (secondary research). Theses in the former category typically require a substantial amount of data collection and are therefore not expected to require as lengthy a write-up as works of secondary research.

It is recommended that students form their thesis / project committee no later than the start of their next-to-last semester (usually the Fall Semester of the student's second year). Students whose thesis research involves a substantial amount of background reading or data collection are encouraged to get an early start and to try to form their committee by the end of the semester before the next-to-last (usually the end of the student's second semester).

Individual thesis / project advisers have different procedures relative to the process of reviewing student work by the committee. Students are encouraged to talk to potential thesis / project advisers early to insure that they understand the procedures required by a particular faculty member.

Other Rules and Regulations

All rules and regulations of the University of Toledo College of Graduate Studies apply to students in both degree programs. The student should obtain a PDF copy of the current UT Graduate Student Handbook (available at the College of Graduate Studies website) and should consult with their program adviser on all matters of concern with regard to University of Toledo academic policies and procedures that affect them as a student.

Graduate assistants are further bound by all the stipulations in the letter of offer awarding them their assistantship.

For More Information

About the GOAP scholarship
http://utoledo.edu/graduate/scholarships/index.html
UT College of Graduate Studies (419-530-4723)
grdsch@utnet.utoledo.edu

About Where / How to Apply
http://www.utoledo.edu/graduate/prospectivestudents/index.html
UT College of Graduate Studies (419-530-4723)
grdsch@utnet.utoledo.edu

About Details concerning the Programs
http://englvm00.utad.utoledo.edu/uttesl/
UT Department of English Language and Literature (419-530-2318)
Graduate Adviser for ESL: Douglas.Coleman@utoledo.edu

Prepare to teach English as a Second / Foreign language at The University of Toledo with the

Master of Arts in English — Concentration in English as a Second Language or the Master of Arts and Education in ESL

Degrees

The University of Toledo has two master's level options to prepare teachers of English as a Second Language: a Master of Arts and Education (MA-Ed.) in English as a Second Language and a Master of Arts (MA) in English with Concentration in English as a Second Language. The MA-Ed. in ESL is primarily intended for those already possessing valid Ohio teaching certificates who wish to add to their background relevant to K-12 education. The MA-Ed. does not by itself lead to an Ohio-State recognized qualification to teach ESL in K-12. The MA in English with Concentration in ESL is intended for those preparing to teach at the college level in the US or abroad, in language training programs for the workplace, and a variety of other environments. (Applicants should use the degree code ENGL for the MA and ENSL for the MA-Ed.)

Admission

Admission requirements are essentially the same for both degrees. The applicant must possess a baccalaureate degree from a department of approved standing granted by an accredited college or university. The applicant should have received a 3.0 cumulative grade point average (on a 4.0 scale) for all previous academic work, and should have completed prerequisite academic work that gives evidence that he / she should be able to pursue effectively the graduate work in the area of specialization. (We do not specify that the bachelor's degree must be in any particular field of study.) The applicant must submit an academic writing sample and at least three letters of recommendation. An applicant for the MA must be accepted by the Department of English, for the MA-Ed., by both the Department of English and the College of Education.

All applicants with less than a 3.0 cumulative grade point average are required to forward results of the Graduate Record Examination (GRE) general test and at least two of their letters of recommendation must be from professors of English familiar with
their academic work. They may be required to undergo a probationary period before being admitted.

Applicants who have not fulfilled the foreign language requirement (see below) and who realistically cannot fulfill it during their graduate studies, based on their qualifications at the time of application, generally will not be considered. Non-native-speaking international students are required to take the TOEFL test (a minimum iBT TOEFL score of 100 is required; this is equivalent to 600 on the older TOEFL scale). A score of 7.0 on IELTS may substitute for the TOEFL; however, effective Fall 2012, the IELTS will no longer be accepted as an alternative to the TOEFL, based on a new College of Graduate Studies requirement.

Downloadable application and reference letter forms are available on-line via the UT Graduate School website.

An applicant who is unable to pay the application fee may write a letter to the College of Graduate Studies explaining his / her personal financial circumstances and enclose it with his / her application materials. The College of Graduate Studies will in some cases waive the application fee.

Financial Aid

Graduate assistantships are available. They are always instructional (not research-oriented per se) and have duties that typically involve classroom teaching and / or lab supervision. They carry a stipend and a tuition waiver. Students with assistantships are employed by the university and to qualify must be full-time graduate students, i.e., carrying a load of 12 credit hours per semester.

In addition, the Graduate Opportunity Assistantship Program (GOAP), formerly called the Graduate Minority Assistantship Program (GMAP), is part of the College of Graduate Studies Opportunity and Outreach Initiatives which seeks to ensure that adequate funding opportunities exist for all students, and specifically those who have overcome significant educational and personal challenges to pursue higher education but possess the skill, leadership and ability to make a significant impact in their chosen field.

Applicants should also inquire about the availability of tuition-waiver scholarships, which award a tuition waiver like an assistantship, but carry no stipend and require no teaching duties of the student (a recipient of a tuition-waiver scholarship is not an employee).

Degree Requirements

Course Requirements. There are different degree requirements for the MA in English — Concentration in ESL and the Master of Arts and Education in ESL. Under rules of the College of Graduate Studies, a maximum of one course counted toward a master's degree may be an independent study.

Degree Requirements for the MA in English — Concentration in ESL

- Four options courses (12 hours) meeting advisor approval, one of which may be outside ENGL or LING
- Thesis (>1 hour): ENGL 6960: Master's Research (thesis, at least one credit hour)

Degree Requirements for the MA-Ed. in ESL

- Foundations core courses (12 hours): psychological foundations, research foundations, social foundations, curriculum. See the current Graduate Catalog for options.
- Specialization in ESL (21 hours): ENGL / LING 5150, ENGL / LING 6150, ENGL / LING 6160, ENGL / LING 6170, ENGL 6190, ENGL 6940, CI 5430 or ENGL 5430.
- Thesis or project (3 hours): ENGL 6960: Master's Research, CI 6920: Master's Research Project in Curriculum and Instruction, or CI 6960: Master's Thesis in Curriculum and Instruction

The requirements for certain courses for either degree may be met by other courses substituted at the discretion of the advisor.

Plan of Study. Students should meet with their program's graduate adviser before signing up for any graduate coursework. They should sit down with their program adviser to complete a Plan of Study to insure that they know when courses that are infrequently offered will be available to them, so that they can complete their degrees in a timely fashion. Failure to make satisfactory progress toward completion of a degree is grounds for loss of financial aid; this includes failure to take (or to pass) a required course if doing so will delay graduation beyond the term of the financial aid.

Foreign Language Requirement. Both the MA and MA-Ed. require a grade of “C” or better in a third year foreign language course or the equivalent. An entry-level course with a graduate number does not fulfill this requirement. The requirement is waived for non-native speakers of English and may also be waived on the basis of an examination conducted by the Department of Foreign Languages. If a student has successfully completed a year of coursework in one languages and more than a year of study in a second, and one of them is a non-Western language (Chinese, Japanese, Arabic, Swahili, etc.), this also satisfies the requirement. Non-native speaking applicants fulfill the foreign language with their first language.

Candidates may satisfy the foreign language requirement by taking one or more 3-credit-hour graduate-level independent study (6990) courses [or "course blocks" — see below] in a foreign language to complete the equivalent of a sequence through a third year course. If this option is taken, the independent studies will be arranged as follows: the student will sign up for a course block consisting of 2 credit hours of 6990 with a professor from foreign languages and 1 credit hour of 6990 with a professor from English.

Thesis / Project Requirement. The MA in English requires a master's thesis, with at least one (1) credit hour of ENGL 6960: Master's Research. The MA-Ed. in ESL requires a thesis or project. If the student chooses to write a thesis, either ENGL 6960: Master's Research or CI 6960: Master's Thesis in Curriculum and Instruction must be taken for at least three (3) credit hours. A student in the MA-Ed. in ESL may also elect to complete a project, in which case CI 6920: Master's Research Project in Curriculum and Instruction must be taken for at least three (3) credit hours.

A thesis must be completed under the supervision of a committee consisting of a chair (the student's thesis advisor) and two other committee members. The chair of an MA in English — Concentration in ESL thesis committee must be from the English Department. The chair of an MA-Ed. in ESL thesis committee may be from the Department of Education or from the College of Education. The other thesis committee members may be from outside either department. Occasionally, committee members are drawn from other institutions if their backgrounds especially qualify them to work with the student on the topic chosen for the thesis. Any outside member must be approved by the College of Graduate Studies.

A project completed for the MA-Ed. in ESL must be advised by a member of the faculty of the College of Education; it is supervised by the project advisor and one other faculty member, both from the College of Education.

The thesis for the MA in English — Concentration in ESL may be either a work of original research (primary research) or a work of analysis and synthesis evaluating