

Indiana University Graduate CAS

If you experience any difficulties with the application, please contact the Liaison Student Support (see below).

Liaison Student Contact Information:

Phone # (617) 729-2866

graduate.indiana@liaisoncas.com

Live Chat reps are available via the Help Center

Thank you for your interest in our graduate programs. Prior to submitting your application, please review your intended program plan to confirm you are submitting the correct application. You can also contact our graduate advisors for information about the program plan and the corresponding graduate application. Here is a listing of our graduate advisors: <https://education.indianapolis.iu.edu/academics/advising/index.html>

Please be advised: Once you submit your application fee you will not be able to make any further changes. Additionally, we are not able to provide a refund for graduate applications.

Step 1:

Student Login New application link: <https://graduate.indianapolis.iu.edu/admissions/apply.html>

Choose a semester from the drop down in "Select a Term to Apply for"

Select "Apply Now"

Select a semester that you wish to apply for, then click "Apply Now". You will be directed to the correct IU Graduate CAS cycle portal. If you have applied in a previous CAS cycle you can utilize the "[Reapplication](#)" feature to save time!

ⓘ Choose a semester

Apply Now

Login if you have previously created an account; Contact Liaison if you have any questions (see contact information above)

If you do not have an account, select "Create an Account"

Step 2: Create a new account



Create an Account

The information below will be provided to the admissions offices at the programs to which you apply. Please provide complete and accurate information. Within the application you will be able to specify additional addresses and alternate name details.

* Indicates required field.

Your Name

Title	<input type="text"/>
* First or Given Name	<input type="text"/>
Middle Name	<input type="text"/>
* Last or Family Name	<input type="text"/>
Suffix	<input type="text"/>
Display Name	<input type="text"/>

Contact Information

* Email Address	<input type="text"/>	Home <input type="button" value="v"/>
* Confirm Email Address	<input type="text"/>	
* Preferred Phone Number	<input type="text" value="(201) 555-5555"/>	Mobile <input type="button" value="v"/>

Step 3: Add a Program

Select “Filters” and check the following:

- **School:** IUI School of Education
- **Campus:** IU Indianapolis
- **Start Term:** Select your intended term

Add	Program Name	Degree	Start Term	Start Year	School
IUPUI					
✓	Counseling/Counselor Education MSED	Master's	Spring	2020	IUPUI S
✓	Education Nondegree Graduate	Non-Degree	Spring	2020	IUPUI S
+	Education Nondegree Graduate	Non-Degree	Fall	2020	IUPUI S
✓	Education Nondegree Graduate	Non-Degree	Summer	2020	IUPUI S
✓	Elementary Education MSED - (Urban Education)	Master's	Spring	2020	IUPUI S
+	Elementary Education MSED - (Urban Education)	Master's	Summer	2020	IUPUI S
+	Elementary Education MSED - (Urban Education)	Master's	Fall	2020	IUPUI S

Step 4: Search and select **Secondary Education MSED - (Urban Education)** by clicking the (+) button on the far left side. The (+) will turn to a green check mark when successfully selected.

Step 5: Select “Continue” at the bottom of the page to begin the application

✓ Secondary Education MSED - (Urban ... IU Indianapolis Master's

Step 6: Begin your program application

Note: **Quadrant 4 "Program Materials"** is where you will upload your required application documents

The screenshot displays the 'My Application' dashboard with a navigation bar at the top containing 'My Application', 'Add Program', 'Submit Application', and 'Check Status'. The main content area is titled 'My Application' and includes a welcome message and a 'Latest Notifications' section with a 'View My Notifications' button. The dashboard is divided into four quadrants, each with a progress indicator:

- Personal Information:** 0/6 Sections Completed
- Academic History:** 0/3 Sections Completed
- Supporting Information:** 0/3 Sections Completed
- Program Materials:** 0/14 Sections Completed

A 'Getting Started?' tip is located at the top right of the dashboard, suggesting to enter colleges attended first.

Step 7:

1. Select "Documents" tab

Please select the following tab, **"I Am Not Adding Any Documents"**

Returning Student Applicants

Please select the following tab, "I Am Not Adding Any Documents"

Please review the "Recommendations" page for instructions on how to complete this requirement.

UPLOAD TIPS

 Review Uploaded Documents The uploading process may have altered your formatting. Please review before submitting.	 Accepted File Types .doc, .docx, .pdf, .rtf, .txt, .jpg, .jpeg, .png. The size limit for each file upload is 15MB.	 Do Not Password Protect Your Documents Protected documents will not be sent with your application.	 Conceal Your Social Security Number (SSN) Only use correction fluid or a redacting marker to conceal your SSN before uploading.
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* Indicates required field

Required Documents

There are no required documents for this program.

Optional Documents

License <input type="checkbox"/>	✓
<input type="button" value="+ Add Document"/>	
Test Score Report <input type="checkbox"/>	✓
<input type="button" value="+ Add Document"/>	
Personal Statement <input type="checkbox"/>	✓
<input type="button" value="+ Add Document"/>	

I Am Not Adding Any Documents

Step 8: Recommendations

1. Select "Recommendations" tab
2. Please select the following tab, **"I Am Not Adding Any Recommendations"**

Recommendations

Submit two (2) letters of recommendation.

The letters should be professional recommendations, from people who can attest to your character and abilities. **Must be on letterhead and signed.**

Navigate to the Recommendation tab within this application for further instructions.

***All documents should be written in English.**

Once you have saved an electronic recommendation, an email request will automatically be sent to the recommender on your behalf. Please advise your recommender to look for this email in their inbox, as well as their spam or junk-mail folder, as emails do occasionally get filtered out.

 **Add Recommendation**

 **I Am Not Adding Any Recommendations**

Graduate Recommendation with Letter


0 required - 2 total allowed

Step 9: Questions

1. Select "Questions" tab
2. Select "Yes" if you are a licensed teacher, school guidance counselor, or school media specialist in Indiana. Specify which license you hold.

Statement of Acknowledgement

I understand that the Master's degree in Secondary Education will not lead to an Indiana teaching license. Please type in today's date acknowledging this statement.

Home	Documents	Recommendations	Questions
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Save

* Indicates required field.

Licensure

* Are you a licensed teacher, school guidance counselor, or school media specialist in Indiana?

Yes No

What license do you hold?

Statement of Acknowledgement

* <p>I understand that the Master's degree in Elementary Education will not lead to an Indiana teaching license. Please type in today's date acknowledging this statement.

 MM/DD/YYYY

September 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
01	02	03	04	05	06	07
08	09	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	01	02	03	04	05
06	07	08	09	10	11	12

* Are you a graduate student in the IUPUI School of Education?

Review for the fee waiver coupon code.

1. Please email all three Graduate staff: kycshaw@iu.edu, sbreland@iupui.edu, and karicruz@iu.edu
2. In the email subject line type the following: Review for coupon code
3. In the email body include the following information: all full legal name(s), date of birth, university ID number (optional)

Once your review is completed you will be notified by email about your eligibility for the fee waiver coupon code.

You will not be able to submit this application until the review is completed.

Fee Waiver/Coupon Code Request

If you have previously been admitted as an IU Indianapolis School of Education graduate student, you may be eligible for an application fee waiver. Applicants who are eligible for a fee waiver, will receive a coupon code. Please follow these steps to be reviewed for a coupon code:

1. Please send an email to soegrstu@iu.edu
2. In the email subject line type the following: Review for coupon code
3. In the email body include the following information: all full legal name(s), date of birth, university ID number (optional)

Note: Do not submit the application until your review is completed. You will be notified by email about your eligibility for a coupon code.

Coupon Code

* Have you previously been admitted as a graduate student in the IU Indianapolis School of Education?

Yes

No

Follow these steps to request a review for the fee waiver coupon code.

1. Please send an email to soegrstu@iu.edu
2. In the email subject line type the following: Review for coupon code
3. In the email body include the following information: all full legal name(s), date of birth, university ID number (optional)

Once your review is completed you will be notified by email about your eligibility for the fee waiver coupon code.

You will not be able to submit this application until the review is completed.

Submit Application/Payment Information

You will submit the application by clicking on the "Submit Application" tab (top of the screen).

You will submit the payment or coupon code on this page.

Note: ALL PAYMENTS ARE FINAL AND NON-REFUNDABLE!

My Application Add Program **Submit Application 1** Check Status

Your Selected Program

PROGRAM NAME	DEADLINE
IU Indianapolis	
<input checked="" type="checkbox"/> E <input type="text"/>	

Selected Programs (1)

Fee Total **\$70.00**

Coupon Code