

University of West Florida
School of Education
Master of Education (M.Ed.), Curriculum & Instruction
Letter of Intent

The online Master of Education in Curriculum & Instruction degree program from the University of West Florida will prepare you for an instructional or leadership role by providing a deeper understanding of education. The program is designed to expand skills to further promote lifelong learning and long-term growth in one of three specializations areas: elementary, middle school or secondary school education.

This letter of intent is a formal letter focused on who you are, why you are applying to the M.Ed. in Curriculum & Instruction program, and why you believe you should be considered as a potential candidate. Furthermore, this statement of purpose will serve as an assessment method of your ability to communicate effectively at a level of writing expected of a graduate student. The statement must demonstrate your ability to answer the following questions using academic language. There is no word count requirement, however the finished product must fully inform the reader of why you chose the M.Ed. in Curriculum & Instruction program and why you feel you would be a quality candidate.

The statement must follow APA 7th edition guidelines in terms of formatting the paper for spacing, margins, and grammar.

Please answer the following:

1. Who are you? Introduce yourself. This includes your background experiences in education, if any, and your history in terms of academic and professional work.
2. Why are you pursuing a degree that focuses on curriculum & instruction? What do you plan to achieve within five years after you complete your degree? What are your longterm goals? What are your current plans for steps, which will help you achieve your goals?
3. What do you see as problems that you would like to research while enrolled in the program? Why are these problems of interest to you?
4. Which skills and experiences do you possess which will make you successful in the program?

Please send this personal statement to Graduate Admissions along with your other admissions documents.

Area	Highly Effective (4)	Effective (3)	Developing (2)	Unsatisfactory (1)	Score
Organization and Flow	Candidate's statement is well-organized with smooth transitions and a solid summary.	Candidate's statement is organized with some transitions and an adequate summary.	The candidate's statement has limited organization, transitions, and summary.	The candidate's statement is not well-organized and lacks transitions and a solid summary.	
Style and Mechanics	Writing is clear and concise with no more than one error in grammar, spelling or punctuation. Slang or informal language are not included. The writing consistently follows APA formatting.	Writing is somewhat clear and concise with two errors in grammar, spelling or punctuation. Some slang or informal language are included. The writing consistently follows APA formatting.	Writing is not clear and concise with three or more errors in grammar, spelling or punctuation and contains slang or informal language. The writing consistently follows APA formatting.	Writing contains numerous errors that distract from the content. Slang or informal language are common. The writing does not follow APA formatting.	
Self-reflection	The candidate describes several relevant experiences in clear detail, thoughtful reflection, and connections to the program requirements.	The candidate describes two relevant experiences with clear and some detail and connection to the program requirements.	The candidate describes one relevant experience, but lacks details and connections to the program requirements.	The candidate does not describe relevant experience that is connected to the program requirements.	
Goal setting	Candidate's statements describe specific yet attainable short and long-term goals (i.e. research problems) to improve the field of education. Shows motivation and desire to put effort into the field for a specific reason.	Candidate's statements describe thoughtful short and long-term goals (i.e. research problems) to improve the field of education. Shows motivation and desire to put effort into this field.	Candidate's statement is limited in goals related to education. Provides a simple explanation without careful thought into how goals will be achieved.	Candidate's statement does not describe short or long-term goals related to education. Provides simple answers that display little thought of effort.	