

## **Transition to Teaching Graduate Application Procedure The University of Tennessee at Martin**

In order to be accepted into the Transition to Teaching program, you must first be accepted into the Graduate School at The University of Tennessee at Martin. You can apply online at [www.utm.edu](http://www.utm.edu). The steps below are listed to help you complete the application by choosing the correct criteria for the T2T program.

1. Choose to “**Apply Online**”
2. Create your account
3. Select the following as they appear on the application
  - **Application Type:** “Graduate Studies: Beginner”
  - **Admission Term:** “Summer 2009”
  - **Campus Location:** “Education (Teaching, Counseling) – Martin”
  - **Planned Course of Study:** “Teaching: Initial Licensure”
  - **Graduate Entrance Test:** *Degree Seeking* – enter GRE information; *Non-Degree Seeking* – choose “Not seeking a degree” option and type “Does not apply” in the section where you list the date you will take the exam  
\*PLEASE SEE SECTION BELOW
  - **Additional Comments:** Please type “Interested in Transition to Teaching”
  - There is a \$30 non-refundable application fee
  - Transcripts from all previously attended colleges and universities should be sent directly to the Graduate Studies Office; The University of Tennessee at Martin; Martin, TN 38238

\* To be enrolled in the Transition to Teaching program you can enter The University of Tennessee at Martin as either a degree seeking or non-degree seeking student. The Transition to Teaching Program is a LICENSURE ONLY program. We provide the coursework approved for your teaching license, not a Masters degree. The fifteen hours of graduate level coursework you will complete should transfer and be accepted by most universities as long as you enter UTM as a DEGREE SEEKING STUDENT. This requires you to submit a GRE score to the Graduate Admissions Office. If you decide to pursue a Masters degree once you complete the T2T program, the number of UTM hours that are accepted by other universities is at that university’s discretion. You may apply and be accepted to UTM as a non-degree seeking student for the Transition to Teaching program. This does not require a GRE score. If you take courses as a non-degree seeking student, you will only be able to apply a maximum of six hours of the coursework towards a Masters degree at any university.