1. **Items to be sent to GRADUATE ADMISSIONS:**
   - Application for admission (available online at [www.gradschool.ttu.edu/admissions](http://www.gradschool.ttu.edu/admissions))
   - **PLEASE NOTE:** If not attending classes on the Lubbock campus, instead completing coursework on-line/by distance and at the TTU Center in Junction, please select “Distance Education (DE)” as location.
   - Application Fee ($50 for domestic applications)
   - Official transcript(s), sent directly from institution(s)

2. **Items to be sent to THE SCHOOL OF ART:**
   - School of Art application for admission
   - Statement of Intent (no more than two pages)
   - One (1) copy of all transcripts
   - Three (3) letters of recommendation
   - Portfolio:
     - minimum 20 images of your work in digital or slide form, labeled with your name, title of work, medium, size, and date of completion (for slides, please indicate top of image)
     - numbered inventory sheet, including title of work, medium, size, and date of completion

3. **Items to be sent to THE SCHOOL OF ART for SCHOLARSHIP and ASSISTANTSHIP consideration**
   - Competitive scholarship application
   - Graduate assistantship application
     - **PLEASE NOTE:** Assistantships only available for students attending classes on the Lubbock campus; resume, graduate course list, and copy of Social Security Card required only if applying for an assistantship.
   - Current resume
   - Chronological list of all graduate courses to date (if any) with course titles and names of professors
   - Photocopy of Social Security Card

**Mail SCHOOL OF ART items to:**

MAE Coordinator  
School of Art  
Texas Tech University  
Box 42081  
Lubbock, TX 79409-2081
MASTER of ART EDUCATION (MAE)
APPLICATION for ADMISSION

Last Name ___________________________ Social Security Number ___________________________
First Name ___________________________ Middle Name/Initial ___________________________
Address _______________________________ Contact Phone Number ___________________________
_______________________________________ Email Address ________________________________

Indicate when you intend to begin: Fall / Spring / Summer I / Summer II  20____
Indicate where you intend to attend classes: Lubbock campus / by distance / TTU Center in Junction

Indicate your intended AREA of study in ART (if known, multiple areas acceptable):
Ceramics Jewelry Design Painting/Drawing Photography Printmaking Sculpture Art History
& Metalsmithing

Indicate your intended MINOR AREA of study (if known): ________________________________

List all colleges/universities attended (including Texas Tech University). Attach additional sheet if necessary:

Institution
City, State, Country ___________________________ to ___________________________ Month/Year to Month/Year Degree(s) Awarded

Institution
City, State, Country ___________________________ to ___________________________ Month/Year to Month/Year Degree(s) Awarded

Institution
City, State, Country ___________________________ to ___________________________ Month/Year to Month/Year Degree(s) Awarded

Legal Signature ___________________________ Date ________________

Mail to:
MAE Coordinator
School of Art
Texas Tech University
Box 42081
Lubbock, TX 79409-2081
Master of Art Education (MAE)
COMPETITIVE SCHOLARSHIP APPLICATION

Name _______________________________ Social Security Number _______________________________
Address _______________________________ Contact Phone Number _______________________________
Email Address _______________________________

My residency status for this application is [mark the appropriate box below]:
☐ Residency In-State ☐ Residency Out-of-State ☐ Entering Graduate Student
☐ Completed first year ☐ Completed second year

Program Entrance Date _______________________________

I am applying for the following School of Art scholarships [mark the appropriate box(es) below]:
☐ Art Graduate Tuition Scholarship
  $1000/year
☐ Dr. E.N. & Fan Woodson Jones Memorial Art Scholarship
  1st or 2nd year students only, award varies
☐ Paul T. and Delilah Roch Scholarship
  Painting or Sculpture students only, award varies
☐ David Dickey Memorial Scholarship
  Photography students only, award varies
☐ Charles M. Pijan Memorial Scholarship
  Printmaking students only, award varies

I am also applying for the following Graduate School scholarships [apply online at www.gradschool.ttu.edu/scholarships/]:
☐ AT&T Chancellor’s Fellowship
  Entering students only, $3000/1year
  Requires Faculty Nomination
☐ Junction Summer Scholarship
  Junction Summer Session only, $500/summer
☐ Helen DeVitt Jones Part-time Graduate Scholarship
  Award varies
☐ James D. & Mary Hazelwood Memorial Fellowship
  $3,000/year

I understand that to be considered for any Texas Tech University School of Art scholarship I must submit my application by February 1 (for entering students) or February 28 (for continuing students) and that any application received after this date will only be awarded based upon the availability of funding.

_________________________________________  ______________________
Signature  Date

SUPPORTING ITEMS: The following items must be included with this application form:
1. Current resume
2. Chronological list of all graduate coursework completed to date (if any), citing course titles and names of instructors for each course.
3. Photocopy of your Social Security Card (first-time applicants only)

MAIL TO:  MAE Scholarships
          School of Art
          Texas Tech University
          Box 42081
          Lubbock, TX 79409-2081
GRADUATE ASSISTANTSHIP APPLICATION
for MAE students

Full Legal Name ___________________________ Social Security Number ___________________________

Address __________________________________ Contact Phone Number_________________________

Program Entrance Date ______________________ Proposed date of graduation ______________________

Primary Area _______________________________ Secondary Area _______________________________

I will apply for College Work Study Program funding with the understanding that if I qualify and am selected for a TA
appointment I will be employed on a half-time assistantship. ___ yes ___ no

Check all positions for which you are applying:

_____ Graduate Part Time Instructor: Employed in support of the teaching mission of the university, GPTI positions are
the instructor of record responsible for a lecture or studio course and must have
a minimum of 18 graduate semester hours completed in art.

_____ Teaching Assistant: Employed in support of the teaching mission of the university, TA positions assist
in teaching or technical activities as assigned under the direct supervision of a
faculty member.

_____ Graduate Assistant: Employed in support of the research mission of the university, GA positions
utilize knowledge and skills beyond undergraduate studies under the direct
supervision of a member of the faculty or professional staff. Assignments include
the Visual Resource Center, Computer Lab, Gallery and Woodshop.

_____ Research Assistant Employed in support of the research mission of the university through laboratory,
library, field, computer and other research-related activities.

Check your areas of competence:

<table>
<thead>
<tr>
<th>Area</th>
<th>Some Experience</th>
<th>Considerable Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teaching</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Power Tools/Wood Shop</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Art History/Slide Library</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gallery Experience</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clerical Work (typing, filing, etc.)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Computers (Macintosh)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(list software knowledge)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Supporting Materials:

The following items must be included with your application for an assistantship:

1. Current resume

2. Chronological list of all graduate coursework completed to date (if any), including course titles and names of
   instructors for each course.

3. Photocopy of your Social Security Card (first-time applicants only)
If applying for a teaching assistantship, please list any coursework you feel qualifies you to teach and why. Or, if applying for a graduate assistantship, list experiences you feel qualify you to work as an assistant in such areas as art education, art foundations, ceramics, drawing, jewelry design/metal smithing, painting, photography, printmaking, or sculpture.

I hereby certify that all information provided by me in this application is true, complete, and correct and is given in good faith. Also, I understand that should I be awarded an assistantship, I will abide by the directions, policies, curricula, and regulations set forth by the School of Art, the College of Visual & Performing Arts, the Graduate School, and Texas Tech University and I will accept the assignment as scheduled.

Legal signature  
Date
DEADLINE:
To be given full consideration for assistantship awards, the School of Art must be in receipt of all materials by **February 1** for entering students or **February 28** for continuing students. After this date, financial support will be based upon the availability of funds.

TIMETABLE:

NOTE: College Work Study applications are not processed until your entire financial aid packet is completed.

February 28: Pick up forms (monthly college work-study program for TA and RA at TTU) in Financial Aid, room 310 West Hall, or download forms [http://www.fina.ttu.edu/forms.asp](http://www.fina.ttu.edu/forms.asp)

April 15: Final review deadline for Fall admission. Students applying for financial aid must also complete and mail (postmark) the entire packet for processing prior to April 15 in order to meet Texas Tech University Office of Student Financial Aid deadlines.

MAIL TO: To be considered for any assistantship, the College Work-Study application form and resume must accompany this application.

MAE Assistantships
School of Art
Texas Tech University
Box 2081
Lubbock, TX 79409-2081

Inquiries concerning other financial aid sources (grants, loans, College Work-Study Programs, etc.) should be addressed to the Office of Student Financial Aid and/or the Graduate School. For information about housing and/or residence hall positions, contact Housing & Residence Life.

Office of Student Financial Aid
Box 45011
Lubbock, TX 79409-5011
(806) 742-3681
[http://www.fina.ttu.edu/](http://www.fina.ttu.edu/)

The Graduate School
Box 41030
Lubbock, TX 79409-1030
(806) 742-2787
[http://www.depts.ttu.edu/gradschool/](http://www.depts.ttu.edu/gradschool/)

Housing & Residence Life
Box 41141
Lubbock, TX 79409-1141
806.742.2661
[http://www.depts.ttu.edu/housing/](http://www.depts.ttu.edu/housing/)