



Dear Prospective MAT SPED Student,

Congratulations on the successful completion of the Master of Art Special Education Professional Disposition Assessment. The Department of Teaching and Leadership is pleased you have chosen Pittsburg State University to continue your education and professional development. Our goal is to provide high-quality coursework and effective instructors in a supportive environment.

The documents listed below are required for full admission to the program and should be submitted as soon as possible but no later than the completion of your first twelve hours of coursework.

1. **Recommendation Form** (Graduate Student Recommendation Form). Two positive recommendation forms which must be completed by a university professor, direct supervisor, or someone who is knowledgeable of your work with young people.
2. Criminal background check to be requested by you through Validity Screening Solutions Background Check. Please refer to the Criminal Background Check Instructions for further information.
3. **Verification of employment letter** (written on school district stationery and signed by an administrator) verifying employment as a paraprofessional for at least one year prior to admission to this program.

**PLEASE SEND RECOMMENDATION FORMS TO:**

Office of Teacher Education  
Pittsburg State University  
1701 S. Broadway  
Pittsburg, KS 66762

**PLEASE SEND EMPLOYMENT VERIFICATION TO:**

Dr. Marcus Daczewitz, Teaching and Leadership  
Pittsburg State University  
1701 S. Broadway  
Pittsburg, KS 66762

Again, welcome to Pitt State, we look forward to working with you in the MAT Special Education program.

Regards,

*Dr. Jason Clemensen*

Chair, Teaching and Leadership  
Pittsburg State University  
Pittsburg, KS 66762  
620-235-4508; 620-235-4421 Fax

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