

MIT Summer 2025 Application

All fields with an * are required.

Questions marked with an asterisk (*) require an answer.

Thank you for considering the Master in Teaching Program at Evergreen. Please look at our [program overview](#) for the Integrated Multilingual Learner Pathway to learn more about the MiT experience for the 2025-26 cohort.

Please use this application if you have already earned your bachelor's degree, or if you will earn your bachelor's degree by Spring Semester/Quarter 2025.

If you are a current Evergreen student that will graduate in Summer of 2025 and would like to join the Undergraduate/Graduate MiT Dual Degree Program, please contact the MiT Program Assistant Director at mit@evergreen.edu.

Email [the MiT program](#), if you have questions regarding the application content or required support documents.

PLEASE REMEMBER

Your application is only considered complete when we receive all of your application materials including the application fee or an approved fee waiver request.

NOTE: ALL ATTACHMENTS should be uploaded on the "Attachments/Answers" tab found along the side of the application.

In your document title: your name, graduate program, and type of document (example: SusanBloomMiTresume).
Preferred formats: WORD, PDF, OR EXCEL

If you have technical questions regarding your application, email the [CRM Support Team](#).

Note: Please do not use the back button on your browser. Use the "previous" or "next" buttons on each page.

All fields with an * are required.

Application Instructions

1. Review the materials you will need to complete your application on the [MiT How to Apply page](#) (scroll to Application Requirements). Contact Access Services to request disability accommodation in the application process at (360) 867-6348 or (360) 867-6834 (TTY).
2. Complete all required questions. It is helpful to refer to your transcript(s) while completing the application form.
3. Read and acknowledge the Signature Page Agreement. Then, electronically sign and date your application.
4. Before submitting your application, please determine if you qualify for an application fee waiver. If

you believe you are eligible for an application fee waiver, make your selection on the Application Fee/Waiver Options tab. If you would like to request an application fee waiver due to financial hardship, please email the [MiT Program](#).

5. Click on "Submit" to send your application. If you have additional questions, please contact the [MiT Program](#).
6. After you submit your application, follow the CashNet link to pay a non-refundable \$50 application fee if you have not requested a fee waiver.

APPLICATION REQUIREMENTS

ALTERNATIVE ROUTE

Applicants who select an Alt Route option have these additional application requirements:

Employment Verification Letter

Letter of support from the Principal

Letter of support from your principal confirming i) your principal will support a field placement that aligns with your endorsement area and ii) you have at least one year of successful student interaction.

Note: This is not a letter of recommendation.

Please contact mit@evergreen.edu if you would like further clarification.

BACHELOR'S DEGREE

Verified on an official transcript. Applicants may be admitted provisionally pending completion by program start.

May be in any subject.

Received at an institution of higher education which is a candidate for accreditation or is accredited by one of the accredited institutions [as defined in WAC 250-61-050](#) and as amended by [the Washington Student Achievement Council](#), or foreign equivalent.

MINIMUM GPA

Expected GPA of 3.0 or strong narrative evaluations. Applicants below this standard but otherwise well qualified may apply and be considered on a case-by-case basis.

OFFICIAL TRANSCRIPTS

Official transcripts only required from the institution that granted a bachelor's degree.

Evergreen alumni, you are responsible for requesting an official copy of your Evergreen transcript, even if your degree is not completed, to be sent to the Graduate Admissions Office.

Unofficial transcripts from all other institutions attended are required to better review prior coursework.

WEST-B and WEST-E/NES

Official or unofficial score report from all portions of the Washington Educator Skills Test-Basic (or appropriate [WEST-B alternative or basic skills equivalent test](#)). Expected by application deadline. Note: Applicants are not required to pass this test to be considered for admission. Official or Unofficial WEST-B score reports should be included as an attachment to this application.

Official or unofficial test results for each endorsement area selected (appropriate West-E/NES exam). Visit the [Teaching Endorsements](#) section for endorsement test requirements. Expected by application deadline. Official or Unofficial WEST-E/NES score reports should be included as an attachment to this application.

Note: To be considered for admission, your endorsement test score can be no lower than 30 points below the passing score:

Scores for NES tests must be at least 190 (passing score of 220).

Scores for WEST-E tests must be at least 210 (passing score of 240).

SAT (if taken after 2005) or ACT scores being used in lieu of WEST-B scores need to be requested to be electronically sent to The Evergreen State College. Applicants whose SAT or ACT score reports which do not include an essay component will be required to take the WEST-B Writing exam to meet this requirement - no other sections are required.

Contact [the MiT Program](#) with questions about meeting the WEST-B requirement with SAT or ACT scores.

INTERNATIONAL STUDENTS

Must also [provide appropriate documentation](#) (scroll to International Students) of English proficiency, adequate financial resources, and transcript evaluations from a member of [NACES](#) or [Institute of Foreign Credential Services](#).

MiT reserves the right to request additional documentation or testing to demonstrate English language proficiency for applicants whose Bachelor's Degree is in a language other than English.

RESUME

A functional resume which lists and describes all key educational, employment, and volunteer experiences, past and current, relevant to your success as a teacher.

Also include other work and volunteer experience within the past ten years.

This resume will be sent to school districts to request your student teaching experience. If you have questions about creating your resume, please reach out to the Assistant Director at mit@evergreen.edu.

CLASSROOM OBSERVATION

Submit the signed and completed [Hours Log Sheet](#). At least forty (40) hours of observation of a teacher or work in a U.S. public K-12 classroom within the last 5 years. Up to 20 of the 40 required hours can take place in a K-12 classroom at a non-U.S. school or U.S. private school. It is strongly recommended that you observe a classroom teacher of the subject you intend to teach, and that students be around the age you intend to teach.

Completion of observation hours is now a conditional requirement that needs to be completed by March 1, 2025.

TWO LETTERS OF RECOMMENDATION

You will be providing email addresses for two people who can provide letters of recommendation. All recommendations should be from professionals, who can write about your professionalism and readiness for graduate school, such as:

- your work with children/adolescents
- academic work
- writing ability
- interpersonal skills
- job-related experiences

Recommendations can include:

A teacher or other educator who has observed your interactions with children/adolescents (ideally the teacher who hosted your observation/work in a public school setting).

One of your college professors if you have attended a college within the past three years.

PERSONAL STATEMENT

Write a personal statement of at least 500 words in length that responds to the following prompt:

How has your experience and observations in K-12 classrooms informed your decision to apply to the Integrated

Multilingual Learner Pathway? For an overview of Multilingual Education, review this article:

<https://www.aft.org/ae/fall2018/august>

ENDORSEMENT CHECKLIST

Fill out the checklist corresponding to your intended endorsement. You can find the checklist corresponding to your endorsement on this website, under the ML Integrated Pathway section:

<https://www.evergreen.edu/academics/graduate-studies/master-in-teaching/endorsement>

A foundation of knowledge in certain areas is necessary to teach a subject area in school, and this can be demonstrated in several ways, such as coursework, life experience, and test scores. The intent of the checklist is to identify areas of coursework you have completed and areas that may require further study to be best prepared to teach in your endorsement area.

Evergreen students and alumni: check the credit equivalencies for the programs you have taken and are planning to take when filling out this worksheet.

The ML Integrated Pathway welcomes all applicants - knowledge of a language other than English is not required.

ENDORSEMENT CHECKLIST ESSAY

In 300-500 words, respond to the following prompt:

Review your completed endorsement checklist and describe how your coursework has prepared you to teach in your intended endorsement area. For areas where you lack sufficient coursework, describe your plans for developing your knowledge in these areas, or life experiences that have provided equivalent content knowledge.

NOTE: ALL ATTACHMENTS should be uploaded on the " APPLICATION ATTACHMENTS " tab found along the left side of the application.

In your document title: your name, graduate program, and type of document (example: SusanBloomMiTresume).

Preferred formats: WORD, PDF, OR EXCEL

All fields with an * are required.

Please provide your full legal name.

* First or given name

Kaylee

Chosen or Preferred first name

Nicole

Middle name or initial

N

* Last or family name

Mueller-Chapin

Suffix

* Date of Birth (mm/dd/yyyy)

01/27/2001

[mm/dd/yyyy]

* Legally assigned sex (Federal and Washington state agencies require Evergreen to collect and report information about the legally assigned sexual identity of applicants and students. There are only three categories provided by these external agencies: female and male for all states and X for WA and specific states.)

Female

I identify my gender as (This is a short list. If your choice is not listed, please provide additional information in the next field.)
Female

Please provide additional gender identity information below.

Check the box below if your legal last or first name has been changed. This information may assist in identifying supporting documents we have received.

☐

Email and Phone Information

Personal Email (This is the email address we have on file and cannot be updated here.)
kayleenmchapin@live.com

If the personal email field above is blank or incorrect, please provide your current email in the field below.

Kayleenmchapin@live.com

Contact the [Graduate Admissions](#) office if you have questions regarding your email address.

Mobile
2532791099

* I agree to receive text messages (Charges may apply depending on carrier and phone plan.)

Yes

Phone
253 2791099

Additional Personal Information

Is English your first language?

Yes

MiT must report the number of applicants (no names) to the Washington Professional Educator Standards Board who do not have English as a first language.

I am a Returned Peace Corps Volunteer

☐

I am an AmeriCorps member or alumni

☐

I am a McNair Scholar

☐

Providing your Social Security Number (SSN) on this application is *optional* and will not play a role in the College's admission decision. Providing your SSN will assist in the processing of your federal financial aid and supporting educational research, which, in some instances, requires a SSN or Tax Identification Number (TIN). Releasing student information will be in accordance with all appropriate state and federal laws. Your SSN is not used as your primary student identification at Evergreen.

Social Security Number (List as: 012345678 without spaces or dashes)
532470969

Military Active Duty or Reservist
No

Military Veteran

Military Dependent

Yes
Please contact Evergreen's [Veterans Resource Center](#) if you have questions about benefits.

International and Visa Information

* I will require a visa to study at Evergreen
No

All fields with an * are required.

Mailing Address

* Number, street name, apt
5623 29TH CT SE

Street address line 2 (if needed)

* City
Lacey

* State/Province
WA

* Zip Code
98503

Different Permanent Address
[]

Washington State County
Thurston

Washington State Information

* I have lived in Washington State for 12 consecutive months prior to the first day of the term.
Yes

All fields with an * are required.

Legacy Information

Do you have relatives who have graduated from Evergreen?
Yes

Please provide your family member's name (first, family name) and graduation year.
James Chapin 2019

Relationship to you.
Parent

2nd family member. Please provide their name and graduation year.
Beth Chapin 2015

Relationship to you.
Aunt

Check to list additional relatives.

☒ [X]

3rd family member. Please provide their name and graduation year.

Jesi Chapin 2017

Relationship to you.

Grandparent

All fields with an * are required.

Evergreen is required to ask all applicants to provide a response in these two sections. Your response(s) are optional.

If you answer: "No" to the Hispanic/Latinx question, please consider indicating your race in the Racial Identity section. You may make more than one selection from those provided in the American Indian or Alaska Native, Asian, Black or African /American, Native Hawaiian or Other Pacific Islander and White subsections. And, where applicable, you may select "Other" and specify your race.

I am of Hispanic/Latinx origin

No

Instructions for selecting more than one value in multi-select fields on this page.

With a keyboard, hold control (PC) or command (MAC) to select multiple items from the list.

With touch, tap on the form field to open the chooser and then tap to select each item that applies.

Please select one or more that best identify your heritage

Instructions for selecting more than one value in multi-select fields on this page.

With a keyboard, hold control (PC) or command (MAC) to select multiple items from the list.

With touch, tap on the form field to open the chooser and then tap to select each item that applies.

I describe my racial identity as (select one or more)

White

All fields with an * are required.

General Application Information

* My start term quarter will be

Summer

* I will begin my studies in

2025

I have previously applied at Evergreen

Yes

Program(s) previously applied to and date(s)

Fall 2020

I have previously attended Evergreen

Yes

Date(s) of attendance at Evergreen

Fall 2022 - Winter 2024

My Evergreen ID number was (if known)

A00428041

I first heard about the MiT Program from
MiT alumni

Date I first heard about the MiT Program

03/2024

[mm/yyyy]

What is your parent or legal guardian's highest level of education?

Master Degree

All fields with an * are required.

* My preferred endorsement or teaching subject is

Middle Level Science

Note: Everyone will earn a second endorsement -- the English Language Learner endorsement

MiT Alternative Route Options

The State of Washington offers Alternative Routes to a Master in Teaching degree to qualified Washington residents. The Evergreen State College is providing a degree pathway for two of these Alternative Routes. For more detailed information and to determine if you qualify, please review the [Washington State Professional Educator Standards Board - Alternative Routes](#) web page.

If you are unsure about your eligibility for an Alternative Route, please contact the Assistant Director at mit@evergreen.edu.

If you qualify for an Alternative Route, please select the Alt Route below

All fields with an * are required.

List, in order of attendance, the degree granting institution and all additional colleges or universities relevant to official or unofficial transcripts submitted for review by the MiT Program.

Request an official transcript from your bachelor granting institution to be sent to Evergreen's Graduate Admissions office.

Evergreen alumni, you are responsible for requesting an official copy of your Evergreen transcript, even if your degree is not completed, to be sent to the Graduate Admissions Office.

You are required to submit unofficial transcripts from all other institutions attended to provide a better review of prior coursework.

Search hint: Type the primary name of the school (Santa Cruz) without University, College, or Community College (abbreviations will vary). The school list is sorted alphabetically by school name with the city, state listed at the end. Once the list appears, locate your institution and click to select. If school is not listed, type UNKNOWN-Not Found and insert.

* Institution Name

Lower Columbia College

Check here if the institution above is your most recently attended

[]

If you did not find your institution in the list, please provide the following information.

Institution Name

Lower Columbia College

Institution City/State/Country

Longview

* Start Date

09/15/2017

[mm/dd/yyyy]

* End Date

06/07/2019

[mm/dd/yyyy]

List additional years you attended this institution

* College Major

General Studies

* I have earned or expect to earn a degree(s) from this institution.

Yes

If yes, please complete the information below.

* Degree earned/expected from this institution

Associates degree (other)

Select "None" if you did not receive a degree.

1st Degree Earned/Expected Date

06/2019

[mm/yyyy]

2nd College Major

2nd degree earned/expected from this institution

2nd Degree Earned/Expected Date

[mm/yyyy]

Click "Add Another Response" to add previously attended institutions.

List, in order of attendance, the degree granting institution and all additional colleges or universities relevant to official or unofficial transcripts submitted for review by the MiT Program.

Request an official transcript from your bachelor granting institution to be sent to Evergreen's Graduate Admissions office.

Evergreen alumni, you are responsible for requesting an official copy of your Evergreen transcript, even if your degree is not completed, to be sent to the Graduate Admissions Office.

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Once the list appears, locate your institution and click to select. If school is not listed, type UNKNOWN-Not Found and insert.

* Institution Name

University of Maryland Global Campus

Check here if the institution above is your most recently attended

☒

If you did not find your institution in the list, please provide the following information.

Institution Name

Institution City/State/Country

* Start Date

09/01/2021

[mm/dd/yyyy]

* End Date

06/01/2022

[mm/dd/yyyy]

List additional years you attended this institution

* College Major

General Studies

* I have earned or expect to earn a degree(s) from this institution.

No

If yes, please complete the information below.

* Degree earned/expected from this institution

None

Select "None" if you did not receive a degree.

1st Degree Earned/Expected Date

[mm/yyyy]

2nd College Major

2nd degree earned/expected from this institution

2nd Degree Earned/Expected Date

[mm/yyyy]

Click "Add Another Response" to add previously attended institutions.

List, in order of attendance, the degree granting institution and all additional colleges or universities relevant to official or unofficial transcripts submitted for review by the MiT Program.

Request an official transcript from your bachelor granting institution to be sent to Evergreen's Graduate Admissions office.

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Search hint: Type the primary name of the school (Santa Cruz) without University, College, or Community College (abbreviations will vary). The school list is sorted alphabetically by school name with the city, state listed at the end. Once the list appears, locate your institution and click to select. If school is not listed, type UNKNOWN-Not Found and insert.

* Institution Name

Evergreen State College, The

Check here if the institution above is your most recently attended

[]

If you did not find your institution in the list, please provide the following information.

Institution Name

The Evergreen State College

Institution City/State/Country

Olympia

* Start Date

09/01/2022

[mm/dd/yyyy]

* End Date

03/31/2024

[mm/dd/yyyy]

List additional years you attended this institution

* College Major

Bachelor's of Arts

* I have earned or expect to earn a degree(s) from this institution.

Yes

If yes, please complete the information below.

* Degree earned/expected from this institution

Bachelor's of Arts (BA)

Select "None" if you did not receive a degree.

1st Degree Earned/Expected Date

03/2024

[mm/yyyy]

2nd College Major

2nd degree earned/expected from this institution

2nd Degree Earned/Expected Date

[mm/yyyy]

Click "Add Another Response" to add previously attended institutions.

All fields with an * are required.

Recommender Information - General

[Clear](#) [Re-send Invitation](#)

Please provide the contact information for two recommendations. Your recommendations should address:

Your experience with children and/or adolescents;
Your professionalism and readiness for graduate school.

For information on who is an appropriate reference, visit [Apply to the MiT Program](#) .

* Recommender's First Name

Jenn

* Recommender's Last Name

Rumbaugh

Recommender's Title

Middle Level Resource English

Recommender's Institution/Organization

Salish Middle School

* Recommender's Email

jrumbaugh@nthurston.k12.wa.us

Recommender's Phone (XXX xxxxxx format)

5095953321

* I waive my access to review this letter of recommendation.

I choose to waive my right to review this recommendation.

Recommender Information - General

[Clear](#) [Re-send Invitation](#)

Please provide the contact information for two recommendations. Your recommendations should address:

Your experience with children and/or adolescents;
Your professionalism and readiness for graduate school.

For information on who is an appropriate reference, visit [Apply to the MiT Program](#) .

* Recommender's First Name

David

* Recommender's Last Name

Crane

Recommender's Title

Principal

Recommender's Institution/Organization

Salish Middle School

* Recommender's Email

dcrane@nthurston.k12.wa.us

Recommender's Phone (XXX xxxxxx format)

* I waive my access to review this letter of recommendation.

I choose to waive my right to review this recommendation.

Waiving your rights to view recommendation letters means that you are choosing not to read the letters submitted

on your behalf during the application process. [Under FERPA](#) , after enrollment at Evergreen you may be allowed to review any letters of recommendation that have been added to your permanent file.

All fields with an * are required.

APPLICATION REQUIRED ATTACHMENTS

Please use this section to attach the following required documents. (See Application Requirements tab on this form for additional details)

ALL applicants:

- Unofficial transcripts from previously attended institutions where a degree was not earned
- Official or Unofficial score reports for WEST-B/SAT/ACT and WEST-E/NES
- Resume
- Hours log
- Personal statement
- Endorsement Checklist essay
- Endorsement checklist

Additional documents for ALT ROUTE applicants only:

- Verification of Employment from the district who will employ you in the 2025-2026 school year
- Letter of support from your principal confirming you have at least one year of successful student interaction and leadership

Additional required documents for INTERNATIONAL STUDENTS :

[Provide appropriate documentation](#) (scroll to International Students) of English proficiency, adequate financial resources, and transcript evaluations.

NOTE: Official documents cannot be uploaded by the student.

You may also email any additional, non-required, documents to Graduate Admissions at graduateadmissions@evergreen.edu

NOTE: DO NOT attach or upload Letters of Recommendation. These are to be sent from the Recommender.

DO NOT attach Official Transcripts. These are to be sent by the issuing institution directly to The Evergreen State College.

NOTE FOR ALL ATTACHMENTS: Document title should include: your name, graduate program, and type of document (example: SusanBloomMiTresume).

Preferred Document formats: WORD, PDF, OR EXCEL

SAVE after uploading each document.

Upload application attachments below

SAVE AFTER LOADING EACH DOCUMENT!

All fields with an * are required.

Agreement

In signing this form,

I acknowledge that failure to disclose and submit an official transcript from my bachelor's degree granting institution and failure to disclose and submit complete and accurate information may result in the denial of admission or subsequent dismissal from said institution.

I certify that to the best of my knowledge, the statements I have made in this application are complete and true.

I understand that my application must have my signature to be submitted.

* By checking the box below, I acknowledge I have read and understand the statement above. (The signature fields will appear once checked.)

☒ [X]

The Equal Opportunity Policy of The Evergreen State College expressly prohibits discrimination on the basis of race, color, religion, creed, national origin, sex, sexual orientation, gender identity, gender expression, genetic information, marital status, age, disability, pregnancy, use of a trained service animal, veteran status or citizenship status.

Signature

Please type your name as it appears on your application.

* Signature of Applicant

Kaylee Mueller-Chapin

* Date Signed (mm/dd/yyyy)

03/29/2025

[mm/dd/yyyy]

All fields with an * are required.

Required Fields Checklist

This page will display any requirements that may be required as you complete the application.

The Evergreen State College
Master in Teaching Program
2700 Evergreen Parkway NW
Olympia , Washington 98505
(360) 867-6559

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