

# MARIAN UNIVERSITY

## Indianapolis

3200 Cold Spring Rd.  
Indianapolis, Indiana 46222

### A.C.T.I.O.N. PROGRAM

#### Application Process

1. Submit transcripts for review and schedule an appointment with Dr. Karen Bevis (317-955-6094) to learn more about the A.C.T.I.O.N. program and to discuss program requirements and transcript evaluations (Note: transcript can be unofficial for the initial review).
2. Complete the application for admission. Applications may be printed from the website or sent to you through the postal service.
3. Submit a \$35.00 application fee payable to Marian University. Return application and fee to Dr. Karen Bevis c/o Marian University.
4. Submit official University transcripts. Candidates must submit official transcripts from EVERY college or university attended. Incomplete applications will not be considered for admission. Transcripts should be sent to: Dr. Karen Bevis, School of Education/ACTION c/o Marian University.
5. Take the Praxis I test. Information can be found at [www.ets.org](http://www.ets.org). Be sure to code Marian University to receive the scores. (#1442). Candidates must pass Praxis I by the end of the first semester courses.
6. Complete the application process by:

<u>Action Deadlines</u>	<u>Application</u>	<u>Registration</u>
▪ SP 2011	December 11, 2010	January 5, 2011
▪ SU I	April 15, 2011	May 4, 2011
▪ SU II	June 1, 2011	June 8, 2011
▪ FA 2011	August 1, 2011	August 19, 2011

#### After Acceptance to the program

- Schedule an advising appointment with the School of Education by calling 317.955.6094.
- Complete your course registration. (Students will be unable to register for classes until they have officially met with an academic advisor.)
- Obtain a Free Application for Federal Student Aid (FAFSA) form from the Marian University Financial Aid Office or file online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). List Marian University, Title IV #001821 on the FAFSA. (If you have already filed and did not list Marian University on your FAFSA, please send us a copy of your Student Aid Report.) Cost of the ACTION program is a discounted rate of \$375.00 per credit hour.
- Complete the Marian University Financial Aid Application and return it to the Financial Aid Office.
- Purchase your books from the Marian University bookstore located in the Library.
- Obtain your Marian University student I.D. and parking pass from the Marian Police Department located in the Ruth Lilly Center.
- Take, and pass, Praxis II prior to Indiana Licensure via Marian University.

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*If you have interest in obtaining a Master of Arts in Teaching Degree*

- If, after the first semester, you determine that you wish to become a degree seeking student and take courses towards the completion of a Master of Arts in Teaching degree, you must complete the degree seeking application.
- You can continue taking courses part-time or you may consider joining an MAT co-hort.
- In order to qualify for the Master of Arts in Teaching, a cumulative undergraduate GPA of 2.75 out of 4.0 is required and a GPA of 3.0 must be maintained. No grade less than a “C” will be accepted. A grade of C- or less eliminates the possibility of earning a Master’s degree.
- The work of the ACTION degree seeking student will be at the Master’s level. ACTION students may be in a course with undergraduate students, however, the expectations for the Master’s student will be at that level. The student will receive a separate syllabus for the course if the course is mixed with undergraduate students.
- If you have decided to become a student in the Master of Arts in Teaching degree program, you will want to contact the Financial Aid office in order to change your status to a Master’s degree seeking student.
- There is no time limit to the completion of the degree. You must however, complete the 36 hour Master’s content requirement, inclusive of a Master’s thesis.

*Please call the Karen Bevis in the School of Education at 317.955.6094 with any questions or to schedule an appointment. You may reach her by e-mail at [kbevis@marian.edu](mailto:kbevis@marian.edu) or by accessing our website <http://education.marian.edu>*

*Chair, Secondary Education, ACTION, Catholic School Educator,  
Dr. Karen Bevis*