**Leadership Development Program (LDP) – Generalizable Skills Graduate Certificate**

The **Career and Technical Education Program** hosts the Leadership Development Program – Generalizable Skills Graduate Certificate.

Completed applications should be submitted by the deadlines listed below.

<table>
<thead>
<tr>
<th>TERM</th>
<th>TECR DEADLINE</th>
<th>GRADUATE APPLICATION DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer Start</td>
<td>May 15</td>
<td>June 1</td>
</tr>
</tbody>
</table>

*This program accepts Summer starts only.*

- Confirm this is the correct program for you. Find out more information at the [website](#).
- Create an [application account](#) to start your Graduate School application.
- [Login](#) to the Graduate School application using your account credentials.
- Complete the following sections of the application based upon your enrollment objective:
  - Degree Seeking (Leadership Development Program (LDP) Generalizable Skills Graduate Certificate):
    - Applicant Information - Personal Background, Emergency Contact, Residency
    - Campus and Program
      - Campus: Select “West Lafayette”
      - Proposed Graduate Major: Select “Curriculum and Instruction”
      - Area of Interest: “Career and Technical Education”
      - Degree Objective: Select “LDP-Generalizable Skills Graduate Certificate”
      - Course Delivery: Select “Distance (online or off-campus location)"
    - Complete licensure questionnaire
    - Education Background
    - Supplemental Form (not required)
    - Employment & Other History
    - Resume Upload (required)
    - Personal History Statement (required)
    - Academic Statement of Purpose (required)
    - Fellowship Applicant Essay Upload (not required)
    - Recommendations (not required)
    - Acknowledgments
    - Faculty Selections (not required)
- Contact the [edgrad@purdue.edu](mailto:edgrad@purdue.edu) at if you need assistance.
PROGRAM CHECKLIST

LDP – Generalizable Skills Graduate Certificate

_____ Personal History Statement (required) - This may include relevant details on community service, leadership roles, participation in diverse teams, and significant barriers that you overcame to attend graduate school.

_____ Academic Statement of Purpose (required) - This is an opportunity for you to share information that will help reviewers understand your academic interests and objectives, assess your academic background, preparation, and training, and determine if you are a good match for the program to which you are applying.

Typically, 300-500 words concerning your purpose for undertaking or continuing graduate study, your reasons for wanting to study at Purdue, and your research interests, professional plans, and career goals. Consider addressing any major deficiencies in your application (such as a low GPA) and how you plan to overcome those experiences and achieve success as a graduate student.

_____ Submit an official transcript for every college or university attended. Official transcripts should be requested to be sent directly from the issuing institution to the Purdue Graduate School or gradadm@purdue.edu. If possible, please select Attn: “Grad School.”

- Social Security numbers must be marked out before any document is uploaded.
- If degree/date awarded not listed on transcript, a copy of the original diploma must be made and verified by one of the following: the institution that issued the diploma, the employer, an official such as a lawyer (notarized), or an upper-level financial institution employee (notarized). The verifier must write “This is a true original copy of the diploma for (applicant’s full name)” on the copy, and include their name, title, phone, and email address on the copy. The copy cannot be faxed or sent over email; it must be mailed to the graduate program.

- For the TECR, different requirements apply from the Indiana Department of Education, including an official evaluation of Foreign Studies from a member of the National Association of Credential Evaluation Services. Please contact licensure@purdue.edu for more information. For a list of members, go to www.naces.org/members.html. Please send the original report to OTEL at licensure@purdue.edu.

For the graduate application, the transcripts/diploma requirements from the Graduate School can be found at the documents required by country webpage.

- Unofficial international transcripts may be accepted for admission and should be uploaded with the application.
LDP – Generalizable Skills Graduate Certificate

International degree-seeking applicants whose native language is not English are required to submit proof of English proficiency. The Graduate School accepts the Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) scores for admission. View the Graduate School’s minimum score requirements.

The Graduate School will routinely waive the English proficiency requirement for applicants who have received a degree within the last 3 years from a school where English is the primary language of instruction in one of the recognized English-speaking countries. Note: If you have not done so already, request that ETS send your scores electronically to the Purdue University West Lafayette campus using code 1631.

You may check the status of your submitted application by logging into your online application. We will keep you updated as any items arrive.

Additional options:

MSED Curriculum and Instruction – Career and Technical Education – Purdue University supports stackable credentials. All credits earned in this graduate certificate program can be used towards the masters’ program. Website