

Letter of Intent (LOI) for Master's & Doctoral Program Applicants
(Maximum 2 pages, double-spaced, 12 pt font)

Your Letter of Intent (LOI) helps the admissions committee understand how graduate study in Educational Leadership connects to your professional practice and goals.

Master's Program Letter of Intent (LOI)

In your LOI, please articulate:

- how your professional experiences have shaped your interest in educational leadership;
- potential questions, curiosities or challenges that are important in your educational context; and/or,
- how the Studies in Educational Leadership master's program will help you pursue your professional growth and goals.

What we are looking for

We are interested in your thinking, your experiences, and your questions. Strong letters typically focus on the issues, challenges, and opportunities that matter in your professional context and explain how graduate study may help you explore them.

What we are NOT looking for

- A summary of your résumé/CV or professional accomplishments.
- General statements about the value of education or the importance of earning a master's degree.
- Extensive descriptions of courses, faculty members, or information taken from the Studies in Educational Leadership website.
- Generic statements that could apply to any graduate program.

A note about authenticity

Your letter should reflect your own experiences, interests, and voice. We recognize that applicants may use tools such as spell-checkers, grammar-checkers, or AI-based editing tools. However, the ideas, examples, reflections, and goals presented in the letter should be your own. The most compelling letters are those that provide a genuine account of the educational questions and leadership challenges the applicant hopes to explore through graduate study. A sincere description that illustrates intellectual curiosity about educational leadership provides a strong basis for admission, even if it contains occasional writing imperfections.

Doctoral Program Letter of Intent

In your LOI, please articulate:

- what your master's thesis (or capping paper) research investigated, the methodology employed, results, and how doctoral study will build upon, extend, or differ from your master's research
- a line of inquiry (research question) you might pursue and why it is significant for the field of educational leadership (we realize the question might change);
- communication you have had with a current SEL faculty member who has expressed interest in supervising your research;
- how you plan to create adequate space in your personal and professional life to engage fully in doctoral studies (especially if you plan to continue working), and the supports, resources, and circumstances that will help you succeed in the program;
- a realistic timeline for your doctoral program (the admissions committee understands that timelines may evolve throughout the program; however, a preliminary plan helps demonstrate thoughtful preparation and realistic expectations).

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