

Adult & Continuing Education PhD Program Application Requirements

Ph.D. in Education, Adult and Continuing Education Concentration Application Materials

Here are examples of the application materials needed to apply to the online Ph.D. in education with a concentration in Adult and Continuing Education.

Curriculum Vitae (CV)

This document should provide detailed information about your professional and academic experiences, as well as notable achievements, awards, volunteer work, etc.

Cover Letter / Letter of Introduction

The cover letter is an opportunity for us to get to know you. It should elaborate upon your CV, highlight your skills, and explain your goals for pursuing a PhD in adult and continuing education.

Statement Goals

Please share with us your research interests and how this degree will help you achieve goals in your learning, career development, and life enrichment; how you plan to use your prior life and work experiences, knowledge, and skills in your new learning; and how you intend to complete the degree.

Transcripts

Upload your degree transcripts. Check the page on [Transcripts](#) or call [Graduate Admissions](#) at (865) 974-3251 for help with this process.

Writing Sample

Select a copy of your prior thesis for a graduate degree, a course paper for a degree program, a published article, a conference paper, or another form of writing that you feel represents your professional writing skills and style.

Three Recommendation Letters / Rating Forms

Provide either a letter by appropriately selected recommenders OR provide selected raters to complete a form that [Graduate Admissions](#) will automatically send to your chosen raters. For example, one or more faculty members can attest to your academic work, or your work supervisor can attest to your capabilities. *Family members and personal friends are not appropriate raters.* Although we can start to review your application with two recommendations, the third recommendation often helps in our decision-making process.