

## Applying to the Rutgers Graduate Programs in Multi-Tiered Systems of Support (MTSS)

If you are **not** currently a Rutgers student, you must submit a graduate application before registering for your first MTSS course. You may apply to either:

- **MTSS Graduate Certificate**
- **MTSS Master's Degree (MAP – Applied Psychology – MTSS)**

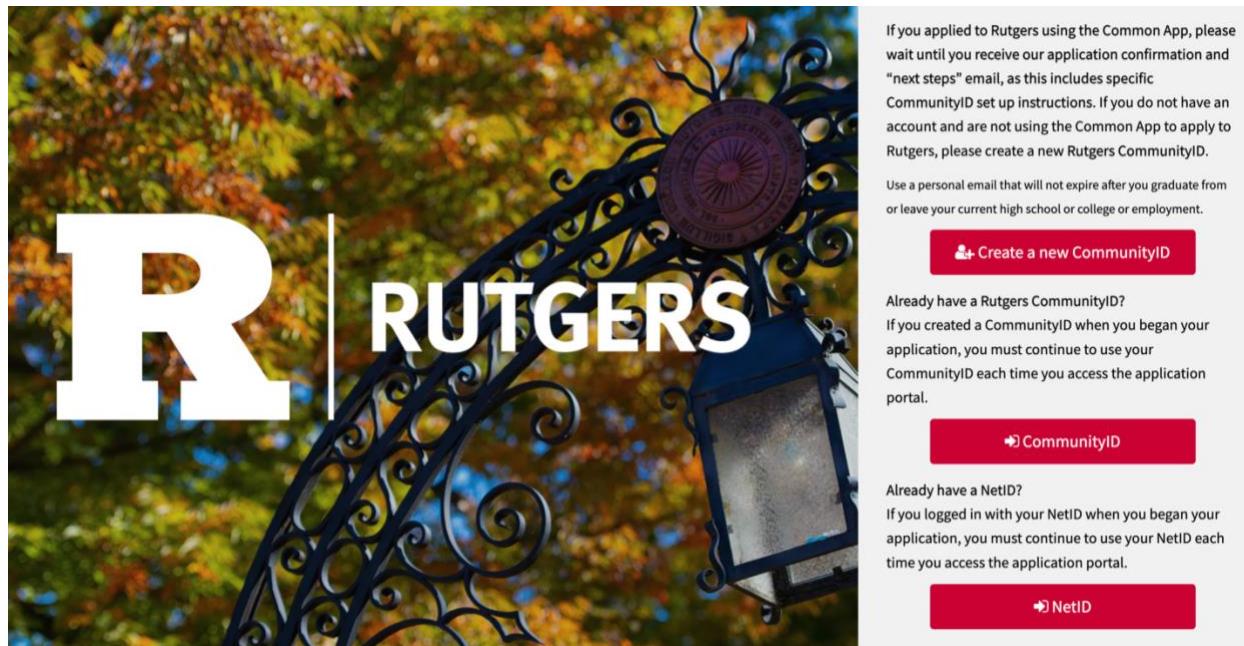
Once your application is complete, you will receive a confirmation email. After your application is accepted, staff from the School Psychology Department will contact you with instructions for course registration.

If you have questions or encounter any issues, contact [mtss@gsapp.rutgers.edu](mailto:mtss@gsapp.rutgers.edu).

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### 1. Create Your Rutgers CommunityID

1. Go to the [Rutgers Application Portal](#).
2. Click “Create New CommunityID.”



The landing page for the Rutgers Application Portal. It features a large Rutgers logo on the left and a decorative wrought-iron gate and lantern in the background. On the right, there is a sidebar with instructions for creating a new CommunityID if not using the Common App, a link to the CommunityID portal for existing users, and a link to the NetID portal for users who logged in with their NetID.

If you applied to Rutgers using the Common App, please wait until you receive our application confirmation and "next steps" email, as this includes specific CommunityID set up instructions. If you do not have an account and are not using the Common App to apply to Rutgers, please create a new Rutgers CommunityID.

Use a personal email that will not expire after you graduate from or leave your current high school or college or employment.

[Create a new CommunityID](#)

Already have a Rutgers CommunityID?  
If you created a CommunityID when you began your application, you must continue to use your CommunityID each time you access the application portal.

[CommunityID](#)

Already have a NetID?  
If you logged in with your NetID when you began your application, you must continue to use your NetID each time you access the application portal.

[NetID](#)

## 2. Verify Your Email

3. Enter and confirm your email address, then click “**Register**.”
4. Check your inbox for an email from Rutgers and click the link to continue.

**REGISTER**

Register to create a new CommunityID account by entering information below.

Email \*  Confirm Email \*

Your email address is used for login username, password recovery, and official correspondence from Rutgers.

**REGISTER**

## 3. Set Up Your CommunityID Account

5. Enter your name, preferred email address, and create a password.

**REGISTER**

Register to create a new CommunityID account by entering information below.

First Name \*  Middle Name  Last Name \*

Email Address (used as login username)  
Email \*(used as login username)  Confirm Email \*Must match your email address.

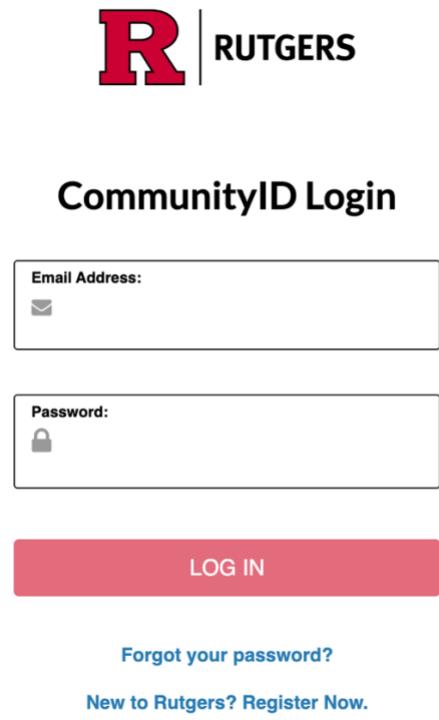
This email will be used to login to your CommunityID account, password recovery and official correspondence from Rutgers.

Password \*  Confirm Password \*  ? Password Rules

To comply with [COPPA](#), I affirm that I am 13 years or older.\*

**REGISTER**

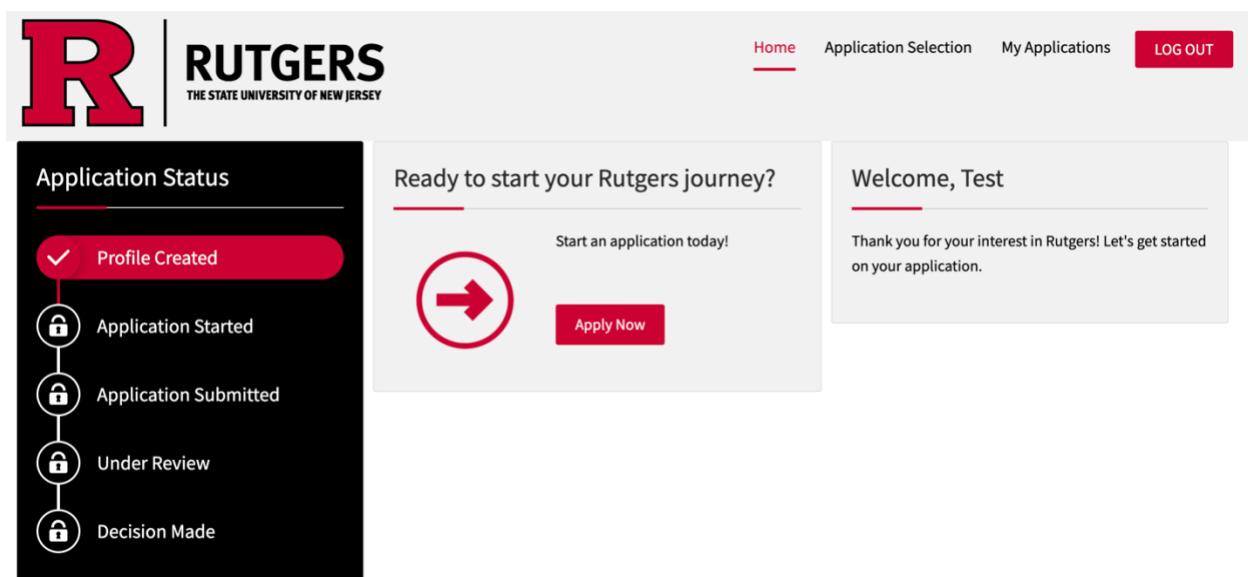
6. Return to the application portal and log in using your new CommunityID credentials.



The image shows the Rutgers CommunityID Login page. At the top is the Rutgers logo, followed by the text "CommunityID Login". Below that are two input fields: "Email Address:" with an envelope icon and "Password:" with a lock icon. A red "LOG IN" button is centered below the fields. Below the button are links for "Forgot your password?" and "New to Rutgers? Register Now.".

## 4. Start a New Application

7. On the home screen, click “**Apply Now!**” under *Start an application today!*



The image shows the Rutgers application portal home screen. The top navigation bar includes the Rutgers logo, "THE STATE UNIVERSITY OF NEW JERSEY", and links for "Home", "Application Selection", "My Applications", and "LOG OUT". The main content area is divided into three sections: "Application Status" (black background with white text and icons), "Ready to start your Rutgers journey?" (white background with a red arrow icon and "Apply Now" button), and "Welcome, Test" (white background with text about starting an application). The "Application Status" section lists the following steps: "Profile Created" (checked), "Application Started", "Application Submitted", "Under Review", and "Decision Made".

8. Under **Level of Application**, select **Graduate**.

Type of Application

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Select **Undergraduate** if you plan to pursue a bachelor's (4 year) degree. Students currently enrolled in high school and/or students currently enrolled in an undergraduate degree program hoping to transfer and complete their undergraduate degree at Rutgers will select this option.

Select **Graduate** if you have already completed your bachelor's degree and are seeking advanced study for a Certificate, Master's, or Doctoral program.

Level of Application

--None--

**Save and Log Out**

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## 5. Choose Your Applicant Type

9. Select your **Applicant Type**:

- Degree** for MTSS Master's Program
- Certificate** for MTSS Graduate Certificate Program

10. Answer the questions regarding any prior affiliation with Rutgers.

Type of Application

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Select **Undergraduate** if you plan to pursue a bachelor's (4 year) degree. Students currently enrolled in high school and/or students currently enrolled in an undergraduate degree program hoping to transfer and complete their undergraduate degree at Rutgers will select this option.

Select **Graduate** if you have already completed your bachelor's degree and are seeking advanced study for a Certificate, Master's, or Doctoral program.

Level of Application

Graduate

**Applicant Information**

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Applicant Type

--None--

Are you a current Rutgers student?

--None--

Are you a current Rutgers Employee?

--None--

**Save and Log Out**    **Save and Continue**

## 6. Enter Personal Information

11. Provide your personal details, including name, contact information, and address.

### Full Legal Name

Use your full, legal name on your application and any credentials submitted to Rutgers University. This should match the full name on your official documents, such as your driver's license or passport.

First/Given Name	Test
Middle Name	
Last/Family/Surname	Test
Suffix	--None--
Preferred First Name (Rutgers will use/print this name in/on correspondence from our office)	
Have you used any other names on documentation or academic credentials?	--None--

### Personal Data

Date of Birth	MM/DD/YYYY
Legal Sex Status	--None--

12. Enter your citizenship and residency information when prompted.

### Citizenship

Citizenship Status	U.S. Citizen or U.S. National
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Social Security Number must contain exactly 9 numeric digits (XXX-YY-ZZZZ). You may enter with or without dashes.

Social Security Number	
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### Residency

Legal Residency  
It is strongly recommended that you read the [Residency Policy](#) if you expect to pay New Jersey tuition rates. Please review this policy before completing this section. Completely answer all questions in the Citizenship and Legal Residence sections of this admissions application as they

## 7. Select Your Program

13. Confirm your Applicant Type (Degree or Certificate).

14. Select:

- Area of Study:** Psychology
- Location/Instructional Method:** Online

15. Under **Program Selection**, choose:

- School Psychology – Multi-Tiered Systems of Support (MTSS) (MAP) Online** for the **Master's Degree**
- Psychology: School – Certificate Multi-Tiered Systems of Support (MTSS) Online** for the **Graduate Certificate**

Click “Save and Continue.”

### Program Information

After you submit your application, the application checklist in your portal will display all supporting materials requested by your program.

Applicant Type	<input type="text" value="Degree"/>
Degree Type	<input type="text" value="Master's (e.g. MA, MS, EdM, MFA)"/>
Area of Study	<input type="text" value="Psychology"/>
Location/Instructional Method	<input type="text" value="Online"/>
Program Selection	<input type="text" value="School Psychology - Multi-Tiered Systems of Support (MTSS) (MAP) Online"/>
Term	<input type="text" value="--None--"/>

*If there are no terms available for your selected program, please contact the department.*

How did you hear about this program?	<input type="text" value="--None--"/>
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[Previous](#)

[Save](#)

[Save and Continue](#)

## 8. Enter Educational Background

16. Provide information about your educational history. *Official transcripts are not required.*  
Click “Save and Continue.”

### Education History

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List all institutions where you have earned or expect to receive a degree first, followed by any institutions where you earned credits only.

If possible, provide your grade point average (GPA) on a scale of 1.00 to 4.00 where a 4.00 is equal to an "A".

Start typing the name of your institution in the Institution Lookup box. If you are not able to locate your institution, check the box for Institution Not Found and provide the institution information.

Institution Lookup	<input type="text"/>	
Institution Not Found	<input type="checkbox"/>	
Attended From	<input type="text" value="MM/DD/YYYY"/>	
Attended To	<input type="text" value="MM/DD/YYYY"/>	
Degree Earned	<input type="text" value="--None--"/>	
Date Earned	<input type="text" value="MM/DD/YYYY"/>	
Major	<input type="text"/>	
GPA	<input type="text"/>	

17. You will be directed to a screen where you can submit test scores. *Test scores are optional.* You may simply click “Save and Continue.”

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## 9. Enter Financial Information

18. Indicate if you wish to be considered for financial assistance.
19. *Entering additional financial and scholarship information is optional.* You may simply click “Save and Continue.”

**Financial Assistance**

You are automatically considered for university-based fellowships, assistantships, and scholarships. Availability of merit-based aid will vary by program.

Do you wish to be considered for financial assistance?

**Scholarship Program or Consortium**

Indicate your participation in a specific undergraduate program or applicant status in a fellowship competition.

**Outside Fellowships/Financial Aid**

List any outside fellowships and financial aid for which you have or will apply for.

**Previous** **Save** **Save and Continue**

20. You will be directed to a screen where you can list academic awards and honors. *Academic awards and honors are optional.* You may simply click “Save and Continue.”

**Academic Honors/Awards**

List any academic honors or awards you have received.

**Previous** **Save** **Save and Continue**

## 10. Upload Required Materials

### 21. Upload:

- A short personal statement
- At least two letters of recommendation **(Master's Applicants Only)**

Your program may have additional requirements, which will appear on your checklist in the applicant portal after you submit your application.

#### Personal Statement

Describe your interests in learning about MTSS, your professional aspirations after completing this degree, and any additional information about your qualifications or training needs that might better characterize your fit within this program.

I will provide my Personal Statement by

--None--

Previous

Save

Save and Continue

#### Recommendations

Please enter the name and email of each individual who will provide a recommendation letter on your behalf. If you do not waive the right to review the recommendation and are admitted and enrolled, then you will be able to view the letters.

Your program of study requires a minimum of 2 recommendation(s).

#### Recommendation Request

First Name

Last Name

Email

Confirm Email

Do you wish to waive your right to review this recommendation?

--None--

Add Another Recommender

Once all your recommender information is complete and you click on Save and Continue, your recommenders will receive an email with instructions on how to provide your recommendation.

## 11. Review and Submit

22. Review your application for accuracy.
23. Check the confirmation box.
24. Click “**Submit Application**.”

### Review and Submit Application

Please review your application information carefully prior to submission. Once submitted, changes can only be made by contacting the admissions office.

### Program Specific Requirements

After you submit your application, you may be required to submit additional materials for your specific program of study. The requirements will appear on your Application Checklist. You will be able to upload items like Writing Samples, Unofficial Test Scores, and other items by clicking on the red links on the checklist.

### Certification Statement

I am submitting this application and supporting credentials as complete, factually correct, and honestly prepared. I understand that willful omission or misrepresentation on any part of my application or transcripts is grounds for denial or revocation of admission.

I agree to the above statement and certify my application information is correct and complete.

--None--

## 12. Check your Application Checklist

25. After you submit your application, you will be required to submit a **resume/curriculum vitae (CV)**. This requirement will appear on your Application Checklist. You can upload your resume/CV by clicking on the red links on the checklist.

## After You Submit

You will receive an email confirming your submission. If you do not hear from us within **three business days**, please contact us:

**Email:** mtss@gsapp.rutgers.edu

**Phone:** 848-445-9344