



**Graduate Degree Program – MAE, School Counseling (Reference #046)  
Leading to Provisional Certification (Rank II or I) as a School Guidance Counselor, P-12**

**Admission Requirements:**

To be admitted into this program, candidates must meet all minimal criteria described on the “Transition Points” page under “Transition Point 1: Admission to Education Preparation Programs.”

**Required Coursework—48 hours**

***Professional Courses – 45 hrs.***

- \_\_\_ CNS 550 – 3 hrs.
- \_\_\_ CNS 551 – 3 hrs.
- \_\_\_ CNS 552 – 3 hrs.
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- \_\_\_ CNS 555 – 3 hrs.
- \_\_\_ CNS 556 – 3 hrs.
- \_\_\_ CNS 557 – 3 hrs.
- \_\_\_ CNS 558 – 3 hrs.
- \_\_\_ CNS 559 – 3 hrs.
- \_\_\_ CNS 568 – 3 hrs.

OR

- \_\_\_ CNS 569 – 3 hrs.
- \_\_\_ CNS 660 – 3 hrs.
- \_\_\_ CNS 590 – 3 hrs.
- \_\_\_ CNS 595 – 6 hrs.
- \_\_\_ CNS 658 – 3 hrs.

***Research Foundation –3 hrs.***

- \_\_\_ CNS 598 – 3 hrs.

**Important Notes:**

Minimum GPA required for graduation: 3.0

**Mid-Point Assessment Requirements:**

To be admitted into the *Practicum*, candidates must meet all minimal criteria described on the “Transition Points” page under “Transition Point 2: Admission to Final Experience.”

**Program Completion Requirements:**

1. To complete this program, candidates must meet all minimal criteria described on the “Transition Points” page under “Transition Point 3: Program Exit.”

**Delineation of Unit/Program Transition Points – Initial Preparation**  
(For MAE in School Counseling)

<b>Transition Point 1: Admission to Education Preparation Programs</b>			
<b>Data Reviewed</b>	<b>Minimal Criteria for Admission/Continuation</b>	<b>Review Cycle</b>	<b>Reviewed By</b>
<u>Program Specific Data:</u> To be admitted to the School Counseling Program applicants must supply the following: <ul style="list-style-type: none"> <li>▪ Completed Admission Application</li> <li>▪ Undergraduate Degree (official transcripts)</li> <li>▪ Undergraduate GPA</li> <li>▪ KSP Criminal Background Check</li> <li>▪ Writing sample</li> <li>▪ Professional Recommendations</li> <li>▪ Admissions Interview</li> </ul>	<u>Competitive admissions – admissions determined by:</u> <ul style="list-style-type: none"> <li>▪ Completed Admission Application</li> <li>▪ Completed Undergraduate Degree</li> <li>▪ 2.75 or higher Undergraduate GPA</li> <li>▪ Overall score of 3 or higher on Writing sample</li> <li>▪ 3 Positive Professional Recommendations</li> <li>▪ Score of 3 or higher on Admissions Interview</li> </ul>	March 15 October 15 each year	*Program area admissions committee *Department Head

**Transition Point 2: Admission to Practicum and Internships**

Data Reviewed	Minimal Criteria for Continuation	Review Cycle	Reviewed By
<p><u>Program Specific Data</u>                      To be admitted and to complete the Practicum and Internship courses, students must first:</p> <ul style="list-style-type: none"> <li>▪ Complete 15 hours of practicum pre-requisites with grades of B or better.</li> <li>▪ Demonstrate Professional Performance Review scores with a mean score above 3 in all courses prior to practicum and internship.</li> </ul>	<p><u>To continue towards graduation, students must:</u></p> <ul style="list-style-type: none"> <li>• For all course work:                             <ul style="list-style-type: none"> <li>○ Complete course Critical Performances with an overall score of 3 or higher</li> </ul> </li> <li>• For Practicum:                             <ul style="list-style-type: none"> <li>○ Complete Practicum application and associated paperwork</li> <li>○ Admission to Practicum by School Counseling Clinical Coordinator</li> <li>○ Document acceptable Professional Performance Reviews</li> </ul> </li> <li>• For Internship:                             <ul style="list-style-type: none"> <li>○ Document acceptable Professional Performance Reviews and faculty and site supervisor evaluations in Practicum</li> <li>○ Document a grade of B or better in practicum</li> <li>○ Submit completed Internship application and associated paperwork</li> <li>○ Be admitted to Internships by School Counseling Clinical Coordinator</li> <li>○ Document acceptable Professional Performance Reviews and faculty and site supervisor evaluations in Internships Completion of Internships with grades of B or better.</li> </ul> </li> </ul>	<p>*Practicum and Internship application received by application deadline prior to semesters of enrollment.                      *Practicum and Internships are restricted courses.                      *Evaluations occur 9 times: prior to admission to practicum and each internship and at mid-term and end of semester in practicum and each internship.                      *Professional Performance reviews occur at conclusion of each semester.</p>	<p>*School Counseling Coordinator                      *Clinical School Counseling Faculty Supervisors                      *Site Supervisors</p>

<b>Transition Point 3: Program Exit</b>			
<b>Data Reviewed</b>	<b>Minimal Criteria for Exit</b>	<b>Review Cycle</b>	<b>Reviewed By</b>
<u>Program Specific Data:</u> The following are verified for candidate to qualify to take the comprehensive examinations: <ul style="list-style-type: none"> <li>▪ Completion of all course requirements with a minimum of a 3.0 GPA.</li> <li>▪ Completion of documents for graduation and application for comprehensive examinations.</li> <li>▪ Over 3.0 average on Professional Performance Reviews</li> </ul>	<u>To qualify for graduation students must:</u> <ul style="list-style-type: none"> <li>▪ Pass Comprehensive Examination: Requires a minimum 70% on composite scores of Multiple Choice Exam and Essay Questions</li> <li>▪ Satisfactory Professional Performance Reviews (3 or better)</li> <li>▪ Complete course Critical Performances with a score of 3 or higher</li> </ul>	<ul style="list-style-type: none"> <li>▪ Comprehensives are evaluated by Program Comprehensive Examination Committee</li> <li>▪ Upon passing the comprehensive exams when Capstone Completion is submitted</li> </ul>	*College of Education and Behavioral Sciences *Department Faculty *Department Head, *Graduate School

Rules and regulations governing the completion of this program of study have been described above. By signing below, you are acknowledging that you understand and accept responsibility for meeting these requirements.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_