

ADMISSIONS CHECKLIST COUNSELOR EDUCATION

Updated October 28, 2003

(for office use only)

_____ Application _____

_____ Application Fee _____

_____ Test Scores _____

Regular Admission GRE Verbal - 425
Quantitative – 465

Provisional Admission MAT 44
GRE Verbal - 400
Quantitative – 435
MAT 35

_____ Transcripts _____

_____ Immunization Form _____

_____ Teaching Certificate
(if you have one) _____

_____ Verification of Teaching
Experience (not required) _____

_____ Waivers _____

_____ Form for Background Check _____

Pick up and complete the form with Erika Bartlett, Administrative Assistant, Department of Clinical and Professional Studies (Suite E), Butler Hall

_____ 3 Letters of Recommendation _____

You will submit three letters from persons who can attest to 1) your character and potential as a counselor, 2) your ability to form and maintain interpersonal relationships, and 3) your ability to complete a Master's degree program. Each of these 3 areas must be commented upon in each letter. Have references sent directly to: Dr. Mary Jane Anderson, Augusta State University, 2500 Walton Way, Augusta, GA 30904.

Personal Essay

To help us get to know you better, you will write a personal essay that is autobiographical in nature, describing your life up to now. In this essay, you will also discuss: why you want to be a counselor, what attributes you possess which would contribute to your effectiveness as a counselor, what personal characteristics you possess which may get in the way of your relationships with clients, and what you are doing to deal with those issues. Your essay should be double-spaced and three pages in length.

Interview

A personal interview will be held. When we receive word from the admissions office that all of your paperwork is in, you will be contacted by phone to schedule an interview appointment.

All of the items above are vital in considering you as a potential student in the ASU Counselor Education Program. Only a limited number of candidates are admitted to the program each semester. After all interviews are complete, the Faculty will make recommendations to the Dean. You will then be notified in writing by the Dean of the College of Education whether or not you have been accepted into the program.