

April 2016

Doctor of Philosophy

**Counselor
Education and
Supervision**

KANSAS STATE
UNIVERSITY.

College of Education

Doctor of Philosophy in Counselor Education and Supervision

Kansas State University
College of Education

This program is accredited by the Council for the Accreditation of Counseling and Related Educational Programs (CACREP).

MISSION STATEMENT

The College of Education is dedicated to preparing educators to be knowledgeable, ethical, caring decision makers for a diverse and changing world through excellence in the:

- delivery of exemplary instruction to students at the undergraduate and graduate levels;
- production, interpretation, and dissemination of sound and useful research and scholarship;
- provision of leadership, collaboration, and service within the profession; and
- promotion, understanding, and celebration of diversity.

PROGRAM OVERVIEW

The counseling doctoral program addresses the professional leadership roles of counselor education, supervision, advanced counseling practice, and research competencies. This program includes a minimum of 96 graduate credit hours beyond the bachelor's degree, including 48 credit hours of coursework, 16 credit hours of didactic courses or laboratory courses, and 30 credit hours of doctoral dissertation. With the approval of the supervisory committee, up to 30 credit hours of a master's degree may be used to satisfy the degree requirements. The program is accredited by the Council for the Accreditation of Counseling and Related Educational Programs (CACREP). With the approval of the supervisory committee, up to 30 credit hours of a master's degree may be used to satisfy the degree requirements.

ADMISSION REQUIREMENTS

Admission to graduate study is granted by the Dean of the Graduate School upon the recommendation of the faculty in the graduate program. Applicants seeking admission to this degree program must submit the information noted below. Before starting the online application, gather all information and documents for all of the admission requirements so that they can be uploaded into the application system. All materials must be received before review will begin.

A. A Completed Online Graduate School Application.

Go to the Kansas State University Graduate School home page <http://www.k-state.edu/grad/> and click on “Apply Now.” Follow the prompts for completing the application process.

Application Deadlines.

U.S. Citizens and Permanent Residents: Applications are accepted throughout the year.

International Students: The online application, application fee, test scores, transcripts, financial documents, and all required application materials need to be submitted by the following dates:

- August 1 for fall (August) enrollment
- August 1 for spring (January) enrollment
- December 1 for summer (June) enrollment

B. Graduate School Application Fee.

Domestic Students—A \$50 application fee is required for all domestic students; the application will not be processed without this fee. The fee can be paid by credit card when completing the online application.

International Students—A \$75 application fee is required; the application will not be processed without this fee. The fee can be paid by credit card when completing the online application.

C. Official Transcripts.

You must upload into the online application system a scanned copy (PDF preferred) of the official transcript(s) from each college or university where you received your bachelor's degree(s) and completed any post baccalaureate course work or degrees. Transcripts become part of your records at Kansas State University and cannot be returned. Please be aware that printouts from university student portals are not considered a copy of your official transcript.

If you are admitted, you will be required to submit an official transcript for GPA and degree conferral verification from the institution(s) where you received your degree(s) and completed any post-baccalaureate credits.

Students whose transcripts are not in English must furnish a translation by an appropriate authority. Failure to list any colleges or universities attended may result in dismissal from the university.

D. Statement of Goals and Professional Experience.

You must upload into the online application system a 3-5 page, double-spaced paper that addresses the following topics:

- Career and professional goals and aspirations, and how being accepted to the program will benefit the goals and aspirations;
- Evidence of commitment to the counseling profession;
- Competencies and experiences related to the program (e.g., counseling skills and experience, interpersonal skills, teaching skills, program development experience);

- Evidence of motivation, leadership, and strong work ethic;
- Knowledge, competencies, and experience related to research;
- Research interests;
- Evidence of experience with diversity and, if applicable, fluency in languages other than English; and
- Professional experiences that support application.

The paper is to be well written and thoughtfully presented. For resources to help with writing the paper, see the Purdue Online Writing Lab (OWL) at <http://owl.english.purdue.edu/>. An additional writing sample(s) that is independently authored may be submitted as part of the application process (e.g., graduate course paper, thesis, published article).

E. GRE Test Scores.

Each applicant must submit Graduate Record Exam (GRE) scores from the past five years. Priority for admission is given to applicants who have a score at the 50th percentile or higher on each part of the GRE. Applicants not meeting those scores may be considered for probationary admission if there is credible evidence, such as a strong academic record, of potential for success.

The GRE has three parts: verbal reasoning, quantitative reasoning, and analytical writing. Applicants are strongly encouraged to go to the GRE website to become familiar with the exam, identify ways to prepare for the exam, and to register to take the exam. The GRE website is: www.ets.org/gre.

When registering for the GRE, you will be asked to record codes for where you want your scores sent and for the field of study of your intended graduate program. Use the following codes on the GRE registration form when applying to this degree program:

Institutional code for Kansas State University	6334
Field of Study: Student Counseling	3802

F. Letters of Recommendation.

Three letters of recommendation are needed from college or university educators and/or colleagues or supervisors who are qualified to address your professional skills and your potential for success in the graduate program. Enter the names and email addresses of the recommenders into the appropriate area in the online application.

G. A Professional Resume or Vitae.

You must upload into the online application system a professional resume/vitae that includes previous academic degrees, past and present employment, professional activities and roles, and other pertinent information.

H. An Interview.

An interview with faculty members in this program may be requested before an admission decision is made (e.g., phone, video conference, on campus).

I. English Language Proficiency.

To demonstrate competence in the English language, an official report of scores on the Test of English as a Foreign Language (TOEFL), International English Language Testing

System - academic exam (IELTS) or Pearson Test of English (PTE) must be sent to Kansas State University for all applicants whose primary language is not English. Enter your scores in the online application and upload the report of your scores.

Learn more about English proficiency requirements at:

<http://www.k-state.edu/grad/admissions/application-process/international/>

INTERNATIONAL APPLICANTS

International applicants must meet the same academic standards for admission as those required of domestic students. When applying for admission, international applicants must provide an Affidavit of Financial Support and documentation of English language proficiency. Detailed information about these issues is provided at the following website:

<http://www.k-state.edu/grad/admissions/application-process/international/>

THE REVIEW PROCESS

These are the steps in the application and review process:

- First, the applicant completes the online graduate application. This includes paying the application fee and uploading all required documentation.
- Second, once the online application has been completed and all needed additional documentation has been provided, the graduate program to which the student is applying will review the application and make an admission recommendation to the Graduate School. Review of applications occurs in October and March each academic year.
- Third, the Graduate School reviews the application and the recommendation from the department. The Graduate School then sends an official decision letter to the applicant.

ADDITIONAL INFORMATION

Nondegree Status. In some cases, a student may wish to take a course(s) prior to being admitted in a degree program. In these cases, a person must be admitted as a nondegree student. No more than nine credit hours earned as a nondegree student may be applied toward an advanced degree. However, successful completion of any hours taken as a nondegree student does not guarantee admission into the program. Nondegree students are not eligible for financial assistance. A faculty advisor is not assigned to nondegree students.

Financial Aid. Questions about financial assistance should be directed to the Office of Student Financial Assistance, 104 Fairchild Hall, Manhattan, KS 66506, 785-532-6420, finaid@k-state.edu. For information regarding financial aid, you may go to www.k-state.edu/sfa.

Graduate Assistantships. A limited number of graduate assistantships are available in the College of Education. Go to www.coe.ksu.edu/grad/assistantships.html for detailed information and application procedures. It is helpful to talk with the appropriate department chair as early as possible to learn of assistantships available in the department.

Graduate Handbook. Once admitted, students should become familiar with the Graduate Handbook at [http: www.k-state.edu/grad/graduate-handbook/](http://www.k-state.edu/grad/graduate-handbook/). The handbook includes policies and procedures about advising, the program of study, enrollment, transfer credits, the final oral/written exam, required approval forms and other aspects of the graduate program. A program specific Counselor Education Handbook is also located in the Canvas Counselor Education course page.

Major Professor and Supervisory Committee. Once admitted to the program, an advisor (often called the major professor) is assigned. In consultation with the major professor, the student selects three additional graduate faculty members, whose interests support the student's work, to serve on the supervisory committee. The student's supervisory committee must have at least one member from another discipline. The supervisory committee guides the student in the development of a program of study and in the formulation of research and clinical experiences. Once the student successfully completes the preliminary examination and is admitted to candidacy, an additional faculty member is appointed by the Graduate School to chair the oral defense of the student's doctoral dissertation.

Program Description for the PhD in Counselor Education and Supervision

The program's conceptual framework emphasizes development of knowledgeable, ethical, caring decision makers within the context of groups and institutions, client development and learning, and guidance and counseling of students leading to theory-driven and research-guided practice in school counseling. Curricular experiences include human growth and development, appraisal, research and program evaluation, professional orientation, and foundations.

The program is primarily designed to prepare individuals to assume academic positions in universities. The program also prepares individuals to assume positions as guidance directors for school districts or to function as counselors in educational settings.

Students are provided skills in teaching, assessment, supervision, research, and intervention. In addition, the program seeks to enhance students' knowledge, skills, and application of ethical standards. As counselors or educators, students are prepared to provide preventive, developmental, supervisory/clinical, and/or consultative counseling or treatment to populations experiencing life adjustment difficulties.

Students are given preparation in the following four areas:

- 1. Academic or didactic:** Areas of study include human behavior and personality, theories of human nature, counseling theory and practice, psychological testing and measurement, career development, research, ethics, and aspects of the student's intended employment setting.
- 2. Experiential:** Courses include components that allow students not only to build skills in counseling, group work, working with diverse populations, leadership and citizenship roles, but also to engage in self-exploration. In addition, students are encouraged to engage in further personal development activities to better understand themselves as individuals and as helping professionals, to increase their skills in interpersonal relationships, and to contribute to professional groups.
- 3. Supervised practice in counseling:** A supervised experience with a variety of clients is a crucial aspect of preparation. It is through such practice that the student gains experience in applying the knowledge and skills acquired in other courses.
- 4. Internship and teaching experiences:** The doctoral-level internship consists of 600 clock hours including supervised experiences in clinical settings, research, teaching, and supervision. Students provide a minimum of 240 hours of direct service under the weekly supervision of a site supervisor and a faculty member. The internship includes activities that are typical for a regularly employed professional in the professional setting. In addition, group supervision is incorporated into the weekly schedule. The supervised experience also includes teaching experience and other activities of a regularly employed professional in the setting. By obtaining extensive and systematic supervised experience in a setting consistent with students' career goals, students are enabled to better develop both skills and an appropriate professional identity. Students enroll for a total of six credit hours, generally across two semesters.

In both the practicum and internship, students receive one hour per week of individual supervision and two hours of small group supervision by qualified professionals. Students are required to have liability insurance coverage.

Program Requirements for the Doctor of Philosophy in Counselor Education and Supervision

The Doctor of Philosophy in Counselor Education and Supervision requires a minimum of 96 post-baccalaureate, graduate credit hours. With the approval of the supervisory committee, up to 30 graduate hours earned as part of the master's degree may be used to satisfy the degree requirements. All courses are three credit hours unless otherwise noted.

1. Professional Courses (21-24 credit hours)

- EDCEP 924 Theories of Vocational Counseling
- EDCEP 955 Professional Counseling Ethics
- EDCEP 958 Advanced Group Counseling
- EDCEP 967 Advanced Counseling Appraisal
- EDCEP 985 Advanced Counseling Theory
- EDCEP 987 Counseling Supervision Practicum
- EDCEP 821 Fundamentals of Program Evaluation
- EDCI 943 Principles of College Teaching
or
EDCEP 999 Doctoral Research: Supervised Teaching Laboratory

2. Cognate Area (6 credit hours)

Students will develop an area of professional expertise constructed of courses outside of the department planned with concurrence of the student's supervisory committee.

3. Practicum/Internship (9 credit hours)

- EDCEP 977 Advanced Counseling Practicum
- EDCEP 991 Internship in Counseling and Educational Psychology (6 credits)

4. Research Courses (15 credit hours)

- EDLEA 838 Qualitative Research in Education
- EDLEA 938 Advanced Data Analysis in Qualitative Methods
- EDCEP 817 Statistical Methods in Education
- EDCEP 917 Experimental Design in Educational Research
- Elective - a quantitative or qualitative course approved by program committee
or
EDLEA 828 Scholarly Orientation to Graduate Studies

5. Research (12-15 credit hours)

The research credit hours may include three hours of practice in counseling research and 12 hours of research laboratory work.

- EDCEP 999 Research

Master of Science Entry-Level Degree: School Counseling

The program of study listed below shows the entry-level coursework which is required to be completed prior to or concurrently with the beginning of doctoral coursework.

All courses are 3 credit hours unless noted otherwise.

Core Requirements (36 credit hours)

EDCEP	715	Principles of Assessment
EDCEP	721	Mental Health in Schools
EDCEP	815	Using Tests in Counseling
EDCEP	816	Research Methods in Education
EDCEP	822	Issues and Best Practices for Secondary School Counseling
EDCEP	823	Counseling Theory
EDCEP	852	Career Development for School Counselors
EDCEP	856	Issues and Best Practices for Elementary School Counseling
EDCEP	857	Counseling Program Management
EDCEP	871	Consultation for Counselors
EDCEP	824	Development Across the Lifespan for School Counselors
EDCEP	951	Multicultural Counseling

Clinical Requirements (12 credit hours)

EDCEP	858	Group Processes
EDCEP	877	Practicum in Counseling
EDCEP	887	Counseling Internship (6 hours) (elementary and secondary over two semesters)

Concerning EDCEP 877 Practicum in Counseling. This requires 40 clock hours of direct counseling including 10 hours consisting of group counseling under weekly supervision. In addition, the course meets weekly for class instruction.

Concerning EDCEP 887 Counseling Internship. The internship will consist of 600 clock hours under weekly supervision of a licensed and provide 240 clock hours of direct service in the school setting. The internship includes individual counseling, group work, developmental classroom guidance, and consultation. Students will have a total of six credit hours.

Faculty of Counseling and Student Development

For more information on this program, contact any of the following faculty members with the phone numbers listed. The area code for each telephone number is 785.

Graduate Faculty	Phone	Research and Teaching Interest
Doris Carroll, PhD Associate Professor		Multicultural counseling, student development theory, ethics
Christy Craft, PhD Associate Professor		Spirituality and religion in higher education, graduate education
Sheryl Hodge, PhD Assistant Professor		Social and psychological interactions in educational settings, psychometric/technical aspects of web-based data collection
Judy Hughey, EdD Associate Professor jhughey@ksu.edu	532-5527	School counseling, motivational interviewing, academic interventions, military connected counseling
Kenneth Hughey, PhD Professor & Chair khughey@ksu.edu	532-6445	Career development, career advising, school counseling
Carla Jones, PhD Assistant Professor		Ethical decision making, student life
Jessica Lane, PhD Assistant Professor		School counseling, elementary school counseling advocacy, kindergarten transition, early childhood education
Charlie Nutt, EdD Assistant Professor		History and philosophy of higher education, academic advising
Lisa Rubin, PhD Assistant Professor		Student athletes and academics, college student-athlete development, women in intercollegiate athletic administration
Karrie Swan Assistant Professor		Evaluating school counseling programs, mindfulness in schools, play therapy in schools, social class in counseling
Dan Wilcox, PhD Assistant Professor		Career development, student development, counseling, academic advising

Yang Yang, PhD
Assistant Professor

Quantitative research methods,
quantitative methodology, gender issues
in STEM education, social and
psychological motivations in learning

Department Contact Information

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