

KANSAS STATE
UNIVERSITY

College of Education

Master of Science in
**School
Counseling**

August 2011

Graduate Studies



Master of Science in School Counseling

Kansas State University
College of Education

The official title of this degree that was approved by the Kansas Board of Regents is M.S. in Counseling and Student Development.

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 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 DESCRIPTION

The master's program in school counseling at Kansas State University prepares dynamic school counselors to be team leaders who implement comprehensive school counseling programs that are integral to the total educational program. School counselors are prepared to support students' achievement and learning and their academic, career, and personal/social development.

The Master of Science in School Counseling is a 48-hour program and is one requirement for licensure as a school counselor. There are two options for licensure as a school counselor in the State of Kansas. One option is for individuals who have a professional teaching license; the second option, the parallel pathway, is for individuals who do not have a professional teaching license. The parallel pathway option requires additional field experiences in schools over two semesters during the master's degree program.

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 the master's degree program in school counseling must submit the information noted below. *All* materials must be received before review will begin.

- A. A Completed Graduate School Application.** The application may be completed online by going to www.k-state.edu/grad/gsprospective/apply/index.htm. It is highly recommended that the application for admission be submitted online.

Application Deadlines. The College of Education accepts applications throughout the year. However, the deadlines noted below have been established for admission to start in a particular semester. Failure to meet the deadline for a particular semester could delay admission into the program. *The Graduate School application and all additional documentation must be received by the following deadline dates for admission in a particular semester.*

Domestic Students	Fall Semester	— March 1
	Spring Semester	— October 1
	Summer Semester	— February 1
International Students	Fall Semester	— February 1
	Spring Semester	— August 1
	Summer Semester	— December 1

- B. Graduate School Application Fee.**

Domestic Students—A \$40 application fee is required for all domestic students; *your application will not be processed without this fee.* When applying online, you may pay by credit card. If mailing a paper copy of the completed application, please make a check payable to the KSU Graduate School and include it with your application.

International Students—A \$55 application fee is required; *your application will not be processed without this fee.* When applying online, you may pay by credit card. If mailing a paper copy of the completed application, please pay with an international cashier's check or money order (in U.S. funds) payable to the KSU Graduate School and include it with your application. Cash or personal checks cannot be accepted from international students.

- C. OFFICIAL transcripts.**

Paper Transcripts—Send TWO official transcripts from the institution awarding the bachelor's degree and TWO official transcripts from all the institutions attended since completion of the bachelor's degree. If you have credits from K-State, we will obtain a copy of your K-State transcript at no cost to you. *Copies of transcripts that are stamped "issued to student" will not be accepted.*

Digital Transcripts—Send any digital transcripts to the following email address: ddeam@ksu.edu. Some institutions are now sending transcripts in a digital format (e.g., a PDF). The digital transcript must be sent directly from the college or university you attended to the email address indicated above.

For consideration for regular admission, applicants must have a 3.0 grade point average (GPA) in their junior and senior years of the bachelor's program. Those with GPA's between 2.65 and 2.99 may be considered for probationary admission if it can be demonstrated that there is potential for success in the graduate program. This potential is demonstrated, in part, on the basis of results from the Graduate Record Exam (GRE) or the Miller Analogies Test (MAT).

- D. Statement of Goals and Professional Experience.** Submit a 1-2 page statement that includes the following information:
- Career and professional goals and aspirations, and how being accepted to the program will benefit the goals and aspirations;
 - The reason for interest in seeking the master's degree in School Counseling;
 - Evidence of motivation, leadership, and strong work ethic; and
 - Professional experiences that support application.

The paper is to be well written, thoughtfully presented, and organized. For resources to help with writing the paper, see the Purdue Online Writing Lab (OWL) at <http://owl.english.purdue.edu/>.

Send your Statement of Goals as an electronic file to ddeam@ksu.edu or as a hard copy to the address for the Office of Graduate Studies provided below.

- E. Three Recommendations.** Three recommendations from college educators, supervisors, or employers must be sent. The department reference forms must be used and provided to the individual submitting the reference. A Word file of the "M. S. Recommendation Form" is available at www.coe.k-state.edu/departments/secsa/counsel.htm (the right side of the page under "More Information").

Send completed recommendation forms as an electronic file to ddeam@ksu.edu or as a hard copy to the address for the Office of Graduate Studies provided below.

- F. A Professional Resume or Vitae.** Send your resume or vitae as an electronic file to ddeam@ksu.edu or as a hard copy to the address for the Office of Graduate Studies provided below.
- G. An Interview.** An interview with faculty members in this program *may* be requested before an admission decision is made.
- H. TOEFL.** Applicants whose native language is not English must submit a current TOEFL score (Test of English as a Foreign Language). The TOEFL is offered several times a year throughout the world by the Educational Testing Service (www.ets.org/toefl). The TOEFL school code for Kansas State University is **6334**. International applicants are advised to take the TOEFL as early as possible to avoid delays in the processing of their applications for admission. An applicant who has received a degree in the last two years from a United States college or university is exempt from this requirement.

There are three types of TOEFL scores: paper-based TOEFL, computer-based TOEFL, and TOEFL IBT (internet-based TOEFL taken in real time). TOEFL scores are valid for two years from the initial test date. A score of at least **550** (paper-based test), **213** (computer-based test), or **79** (IBT-internet-based test) on the TOEFL is required to be considered for admission to the Graduate School.

- *For Regular Admission*—Applicants with scores of 600 (paper-based), 250 (computer-based), or 100 (IBT-internet based) or above may be considered for regular admission.
- *For Possible Provisional Admission*—Applicants with scores between 550/213/79 and 599/249/99 may be admitted provisionally and must at the time of their enrollment demonstrate proficiency in reading and writing English and in understanding spoken American English to the satisfaction of the Graduate School. Those who do not meet the minimum proficiency standard will be required to complete specified courses offered by the English Language Program (ELP) at Kansas State University. For additional information about the English Language Program, go to www.ksu.edu/elp.

For additional information about admission requirements for international students, go to Chapter 1 of the Graduate Handbook at www.k-state.edu/grad/gscurrent/handbook/chap1.htm and to the International Students section of the Graduate Viewbook at www.k-state.edu/grad/gsprospective/viewbook/intrnl.htm. Complete the Graduate School Application online and pay the application fee. All other materials must be sent either as an electronic file or as a hard copy to:

Office of Graduate Studies
College of Education
18 Bluemont Hall
1100 Mid-Campus Drive
Kansas State University
Manhattan, KS 66506-5301
785-532-5595
ddeam@ksu.edu.

ADDITIONAL INFORMATION

Non-Degree 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 non-degree student. Students may take *up to nine graduate credit hours* as a non-degree student in the Graduate School prior to being admitted into a graduate degree program. However, *successful completion of any hours taken as a non-degree seeking student does not guarantee admission into the program*. Non-degree students are not eligible for financial assistance.

Graduate Handbook. Once admitted, students should become familiar with the Graduate Handbook at www.ksu.edu/grad/gscurrent/handbook/index.htm. This 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.

Virtual Orientation for New Graduate Students. The Graduate School recommends that all new graduate students complete the virtual orientation prior to coming to campus. The website for this orientation is www.ksu.edu/grad/gsperspective/orientation/about.htm. There is valuable information concerning housing options, orientation dates, registration and enrollment procedures, and many other aspects of the campus. By completing this virtual orientation, you should become familiar with what to expect when you arrive on campus.

Advisor and Program of Study. Once admitted to the program, an advisor is assigned. The advisor assists the student in developing the program of courses the student will take to earn the master's degree. A program of study listing the courses the student intends to take is submitted to the Graduate School upon completion of nine hours (part-time students) or during the second semester (full-time students).

Graduate Assistantships. A limited number of graduate assistantships are available in the College of Education. Go to www.coe.ksu.edu/grad/assistantships.htm for detailed information and application procedures. Assistantships are commonly available for the academic year (fall and spring semesters). To apply for a graduate assistantship, a letter of application and resume should be submitted by April 1 to each department for which the applicant would like to be considered. It is helpful to talk with the appropriate department chair as early as possible to learn of assistantships available in the department.

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

SCHOOL COUNSELOR LICENSURE

Students who want to apply for the Kansas State Department of Education (KSDE) school counselor license should contact the College of Education licensure officer Di Murphy at dim@ksu.edu or 785-532-5524. Go to the following College of Education website for licensing information: www.coe.ksu.edu/ss/licensing/index.htm. After completing the coursework and clinical requirements, applicants for the conditional license must also meet the following KSDE requirements:

1. Hold a currently valid Kansas professional teaching license or have successfully completed field experiences in schools over two semesters during the master's program.
2. Complete the master's degree in school counseling with a cumulative grade point average of 3.25.
3. Complete the Praxis exam for School Guidance Counseling (test Code 0420) with a score of 600 or higher.
4. Have recent teaching experience or coursework (i.e., at least one year of teaching or 8 credit hours within the last six years).

Program Objectives for the Master of Science in School Counseling

Candidates will:

1. Appreciate the history, current status, and organizational perspective of the field of professional school counseling.
2. Understand the philosophical and theoretical principles related to the process of counseling individuals with a developmental perspective.
3. Understand principles of human growth and development necessary to create and deliver a professional school counseling program that addresses the needs of all learners and clients.
4. Understand learner assessment procedures and principles and apply ethical research and evaluation methods.
5. Understand and apply strategies and processing of counseling individuals and groups to enhance their personal social, academic, and career development.
6. Demonstrate knowledge and competence in counseling culturally diverse learners and clients.
7. Understand and apply counseling and assessment practices that are ethical, fair and without bias for all learners and clients.
8. Be open to self-examination and personal and professional self-development, and be knowledgeable of and apply legal and ethical standards in decision making.

**Program Requirements for the
Master of Science in School Counseling**

48 credit hours

- A. Core Requirements (27 credit hours)
 - EDCEP 721 Mental Health in Schools
 - EDCEP 822 Principles of Guidance (online)
 - EDCEP 823 Counseling Theory
 - EDCEP 852 Career Development for School Counselors
 - EDCEP 856 Guidance in the Elementary School
 - EDCEP 857 Guidance Program Management
 - EDCEP 871 Consultation for Counselors (online)
 - EDCEP 921 Advanced Educational Psychology: Development (online)
 - EDCEP 951 Multicultural Counseling (online)

- B. Research and Appraisal Requirements (9 credit hours)
 - EDCEP 715 Principles of Assessment
 - EDCEP 815 Using Tests in Counseling
 - EDCEP 816 Research Methods in Education (online or in person)

- C. Clinical Requirements (12 credit hours)
 - EDCEP 858 Group Processes
 - EDCEP 877 Practicum in Counseling
 - EDCEP 887 Counseling Internship - elementary and secondary level (6 hours total)

(For EDCEP 887: The counseling internship will consist of 600 clock hours under weekly supervision of a licensed school counselor and counseling program faculty member. The student will attend class for group supervision and provide at least 240 clock hours of direct service in the school setting. Included activities are individual counseling, group work, developmental classroom guidance, and consultation. The student will earn a total of 6 credit hours of internship over two semesters. Students are required to have liability insurance coverage during the Practicum and Internship.)

The parallel pathway option requires additional school field experiences over two semesters as part of the graduate program.

A professional portfolio is developed over the course of the program, and a master's comprehensive exam is completed during the final semester of one's program.

Graduate Faculty

For additional information on this program, contact any faculty member listed with telephone and email information.

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Assistant Professor

Charlie Nutt, EdD
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