

**Northern Arizona University
College of Education
Educational Psychology Department**

Master of Education in School Counseling

(48 hrs.)

Program offered in Flagstaff, Phoenix, Tucson and Yuma

- ❖ Program Description
- ❖ Steps in Program Admission
- ❖ Application Deadlines
- ❖ Application Review Process
- ❖ Transfer of Credits Policies
- ❖ Grade Point Average Policies
- ❖ Professional Code of Ethics and Certification
- ❖ Faculty Contacts
- ❖ Program of Studies Policies
- ❖ Program of Studies

Program Description

This degree is designed to prepare professional school counselors, through class room instruction, fieldwork experience, practica and internships, to provide student services and organize service delivery systems in areas that include: (a) human growth and development, (b) social and cultural foundations, (c) helping relationships, (d) group work, (e) career and lifestyle development, (f) appraisal, (g) research and program evaluation, and (h) professional orientation. Additionally, curricular experiences are provided in:

(a) foundations of school counseling, (b) contextual dimensions: school counseling, (c) knowledge and skills for the practice of school counseling, and (d) clinical instruction. This program meets the coursework requirements for the Arizona Department of Education's K-12 Guidance counselor Endorsement and the national school certified counselor credential of the National Board for Certified Counselors. This degree is a 48 hour program **accredited by the Council for the Accreditation of Counseling and Related Educational Programs (CACREP).**

Steps in Program Admission

1. Complete an application to the NAU Graduate College that includes submitting transcripts from all previous universities attended.

Applications can be obtained by writing to:

Graduate College, Box 4125, NAU, Flagstaff, AZ 86011-4125

Or Calling (928) 523-4348

Or visiting the web site at www.nau.edu/gradcol/appoptions.htm/

2. Obtain program application materials that include a department application with three autobiographical questions, and three form letters of recommendation.

Applications can be obtained by writing to the Graduate College (Address Above)

Through Graduate College web site at: www.nau.edu/gradcol/

By writing to: Department of Educational Psychology

Box 5774, NAU, Flagstaff, AZ 86011

Or Calling (928) 523-7103

Or Email at eps@nau.edu

Or visiting our website at <http://coe.nau.edu/academics/eps>

3. Have an official report of scores on the **General Test of the Graduate Record Examination** sent to the **Educational Psychology Office at COE Box 5774, Flagstaff, AZ 86011-5774** (Inst. code: 4006, Dept. code: 3403).

Application Deadlines

Flagstaff Location: Completed application files are reviewed and admission decisions are made twice each year for the program. All application materials must be received in the Educational Psychology Department, COE Box 5774, Flagstaff, 86011-5774 by **September 15** or **February 15** to be reviewed and admission notifications to students are made by November 1 or April 1, respectively. It is the student's responsibility to ensure that his or her application file is complete. Incomplete files are not reviewed.

Other Locations: Application dates vary for School Counseling Programs at sites other than Flagstaff. It is the student's responsibility to ensure that his or her application file is complete. Incomplete files are not reviewed. Please contact the Program Coordinator regarding the application deadline for the next cohort. Contact information is as follows:

Phoenix: **Dr. Lakota Lynn Brown**, Associate Professor (602) 493-2747 or email:

Lakota.Brown@nau.edu

Tucson: **Dr. Joyce DeVoss**, Assistant Professor (520) 323-3191 or email: Joyce.DeVoss@nau.edu

Yuma: **Dr. Pit Kolodinsky**, Assistant Professor (928) 317-6131 or email: Pit.Kolodinsky@nau.edu

Application Review Process

The materials in the applicant file are evaluated by faculty using an objective, multi-criteria system. Points are assigned for each applicant using the following weighted percentage associated with each criteria:

- (a) 50% Academic Aptitude for Graduate Study (GRE scores and GPA),
- (b) 15% Life Experiences (autobiographical questions),
- (c) 15% Work Related Experiences (relevant paid and volunteer work),
- (d) 10% Potential to Contribute to Profession and Program (professional activities and letters of recommendation),
- (e) 10% Goodness of Fit to the Program (areas of focus congruency, fit to COE mission, and professional characteristics)

Each applicant is ranked within the applicant pool after points have been assigned. Ten persons are scheduled to be admitted each year for the Flagstaff program. Approximately four individuals are selected in the Fall and these individuals begin the program during the subsequent Spring semester. Approximately six individuals are selected during the Spring semester and they begin during the subsequent Summer or Fall semesters. Individuals admitted must begin the program as stated above. Individuals unable to begin during the semesters specified, must re-apply to the program.

Approximately 20 students are admitted into a cohort group. Individuals must begin the program in the semester specified and take coursework as planned for the group. Individuals unable to begin during the semesters specified must re-apply to the program.

Transfer of Credits Policies

The department of Educational Psychology allows credits to transfer through the Graduate College. The number of hours you transfer from other institutions cannot exceed twenty-five percent of the total minimum credit hours required for your Masters degree. Students who have a graduate non-degree standing may apply for twelve hours of appropriate credits taken in non-degree status with the approval of their advisor. For students seeking a second Masters degree, nine hours from your previous Masters work may apply towards your degree. You must meet all program requirements for the second Masters degree and all but nine of the hours must be earned at Northern Arizona University. For specific requirements on transfer credit policies, please visit the Graduate Catalog online at: www3.nau.edu/catalogs/grad02/

Grade Point Average Policies

The department of Educational Psychology adheres to grade point average guidelines established through the Graduate College. Students must maintain a 3.0 grade point average for all courses previously taken and for all courses required in their program. A grade below C does not earn graduate credit and if you have more than six hours of graduate work with a C or below, you cannot continue in your Masters program. For specific requirements on grade point average policies, please visit the Graduate Catalog online at: www3.nau.edu/catalogs/grad02/

Professional Code of Ethics and Certifications

Students in this Master's program should follow the professional code of ethics and certification guidelines established by the following three organizations:

National Board for Certified Counselors

3-D Terrace Way, Suite D
Greensboro, NC 27403-3660
(910) 547-0607
<http://www.nbcc.org/>

American Counseling Association

5999 Stevenson Ave.
Alexandria, VA 22304
(703) 823-9800
<http://www.counseling.org/>

Board of Behavioral Health Examiners

State of Arizona
1400 West Washington
Phoenix, AZ 85007
(602) 542-1882
<http://www.bbhe.state.az.us/>

Council for Accreditation of Counseling & Related Educational Programs

5999 Stevenson Ave.
Alexandria, VA 22304
(703) 823-9800, ext. 301
<http://www.counseling.org/cacrep>

The most recent criteria for obtaining a Guidance Counselor Certificate (K-12) (EFFECTIVE 5/99) from the Arizona Department of Education are available at <http://www.ade.az.gov/certification>. These include

1. A Master's or more advanced degree from an accredited institution.
2. Completion of a graduate program in guidance and counseling from an accredited institution. A valid guidance counselor certificate from another state may substitute for this requirement.
3. One of the following:
 - a. completion of a supervised counseling practicum in school counseling from an accredited institution
 - b. 2 years of verified, full-time experience as a school guidance counselor (verified by letter from District Superintendent or Personnel Director)
 - c. 3 years of verified teaching experience (verified by letter from District Superintendent or Personnel Director)

For Additional Information Contact:

Department of Educational Psychology
Box 5774, Flagstaff, AZ 86011
Telephone: (928) 523-7103 email: eps@nau.edu
<http://coe.nau.edu/academics/eps>

Faculty Contacts

Dr. Ramona Mellott, Professor and Chair (928) 523-6534 or email: Ramona.Mellott@nau.edu
Dr. William E. Martin Jr., Professor (928) 523-6757 or email: William.Martin@nau.edu
Dr. Lakota Lynn Brown, Associate Professor (928) 523-6172 or email: Lakota.Brown@nau.edu
Dr. Tom DeStefano, Professor (928) 523-6302 or email: Thomas.DeStefano@nau.edu
Dr. Joyce DeVoss, Assistant Professor (520) 323-3191 or email: Joyce.DeVoss@nau.edu
Dr. Gene Moan, Professor (928) 523-9604 or email: Eugene.Moan@nau.edu
Dr. Ade Santana Pellicier, Associate Professor (520) 523-0631 or email: Adelaida.Santana@nau.edu
Dr. Tim Thomason, Associate Professor (928) 523-1341 or email: Timothy.Thomason@nau.edu
Dr. Pit Kolodinsky, Assistant Professor (928) 317-6131 or email: Pit.Kolodinsky@nau.edu

Program of Studies Policies

The attached program of study is the agreed upon plan between the student and faculty advisor on completing program requirements. It is used as a verification document when the student applies for graduation. The student should complete the program of study with his or her advisor during the first semester of graduate work. The original, signed program of study should be given to the Dept. Chair to be placed in the student's file in the EPS Department and copies should be kept by the student and advisor. Amendments with advisor approval can be made to the program of studies during the student's course of study. The time line policy for completing a Masters degree can be viewed online through the Graduate College Catalog at: www3.nau.edu/catalogs/grad02/

Program of Studies: M.Ed. School Counseling

Student's Name _____ NAU ID _____

Advisor's Signature _____ Date _____

Student's Signature _____ Date _____

	*Required Courses	Date Taken	Where Taken	Transfer or Equiv. Course
I.	<i>Development (3 hr. req.)</i>			
	*EPS 580: Human Development	_____	_____	_____
II.	<i>Measurement (9 hrs. req.)</i>			
	*EPS 525: Introduction to Statistics	_____	_____	_____
	*EPS 664: Tests and Measurement (prereq. EPS 525)	_____	_____	_____
	*EDR 610: Introduction to Research	_____	_____	_____
III.	<i>Counseling (30 hrs. req.)</i>			
	*EPS 594: School Guidance & Counseling	_____	_____	_____
	*EPS 601: Theories of Counseling	_____	_____	_____
	*EPS 620: Vocational Counseling & Career Development	_____	_____	_____
	*EPS 690: Multicultural Counseling (prereq. 601; coreq. 660)	_____	_____	_____
	*EPS 670: Professional Ethics, Legal Stds., and Resp.	_____	_____	_____
	*EPS 660: Counseling Processes (prereq. EPS 601)	_____	_____	_____
	*EPS 661: Group Processes (prereq. EPS 660)	_____	_____	_____
	*EPS 692: Counseling Practicum (prereq. EPS 660 & 670)	_____	_____	_____
	*EPS 694: Master's Internship (6 hrs., prereq. EPS 692)	_____	_____	_____
	(There is a 600 contact hour requirement to complete the EPS 694 Master's Internship)			
IV.	<i>School Counseling Electives: Counseling Specialization (6 hrs. req.)</i>			
	<i>Elementary/Middle School Emphasis</i>			
	*EPS622: Child & Adolescent Counseling (prereq.: EPS 610 and admissn.to prog. requiring class)	_____	_____	_____
	ESE 548: Survey of Special Education	_____	_____	_____
	<i>Middle School/Secondary Emphasis</i>			
	EPS 590: Alcohol & Drug Abuse Treatment & Prevention	_____	_____	_____
	*EPS622: Child & Adolescent Counseling (prereq.: EPS 610 and admissn.to prog. requiring class)	_____	_____	_____
	EDL 723: Publicity and Politics of Education	_____	_____	_____
	<i>Other Possible Electives (with advisor's consent)</i>			
	_____	_____	_____	_____
	_____	_____	_____	_____