

March 2016

# Master of Science

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# School Counseling

**KANSAS STATE**  
UNIVERSITY.

College of Education

# **Master of Science in School Counseling**

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 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 social/emotional 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 and activities in schools over two semesters during the master's degree program to enhance a candidate's understanding of the school culture degree.

## **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 master's 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 Through CollegeNet.**

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 CollegeNet 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:

- **January 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.

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 Experiences.**

Upload into the online application system a 1-2 page, double-spaced 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 including advocacy involvement and multicultural proficiencies that support your 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/>.

**E. 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 including analytical and critical thinking processes and written and oral communication skills. Recommendations should also address the ability to work with others, form effective culturally relevant relationships, and present a professional demeanor. Enter the names and email addresses of the recommenders into the appropriate area in the CollegeNet online application.

**F. A Professional Resume or Vitae.**

Upload into the online application system a professional resume/vitae that includes previous academic degrees, past and present employment, professional experiences including leadership, multicultural, advocacy and other pertinent information.

**G. An Interview.**

An interview with faculty members in this program may be requested before an admission decision is made.

**H. 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 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.
- 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

**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. No more than nine credit hours earned as a non-degree student may be applied toward an advanced degree. However, successful completion of any hours taken as a non-degree student does not guarantee admission into the program. Non-degree students are not eligible for financial assistance. A faculty advisor is not assigned to non-degree 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](mailto:finaid@k-state.edu). For information regarding financial aid, you may go to [www.k-state.edu/sfa](http://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](http://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/>. 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.

**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 before completion of nine hours (part-time students) or during the second semester (full-time students).

## SCHOOL COUNSELOR LICENSURE

**Initial 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](mailto:dim@ksu.edu) or 785-532-5524. Go to the following College of Education website for licensing information: [www.coe.ksu.edu/academics/graduate/endorse/counselor.html](http://www.coe.ksu.edu/academics/graduate/endorse/counselor.html).

After completing the coursework, applicants for the initial license must also meet the following KSDE requirements:

1. Hold a currently valid Kansas professional teaching license OR have successfully completed the parallel pathway requirements during the master's program. The individual seeking licensure through the parallel pathway option completes additional field experience clock hours and other required activities.
2. Complete the master's degree in school counseling with a cumulative grade point average of 3.25.
3. Complete the Praxis exam for Professional School Counselor (test number **5421**—computer version) with a score of 156 or higher. To register for the Praxis exam, go to: [www.ets.org/praxis](http://www.ets.org/praxis). To have your score sent to Kansas State University, enter code # **6334** when registering for the Praxis.
4. Have recent teaching experience or coursework (i.e., at least one year of teaching or 8 credit hours within the last six years).

**Provisional Licensure.** An individual with a professional teaching license may be granted a provisional counseling license if a minimum of 50% of the counseling coursework is completed and the individual has a counseling position.

## **Program Objectives for the Master of Science in School Counseling**

1. The professional school counselor demonstrates knowledge of the philosophical, historical and social foundations of contemporary education and counseling practice; and preparation standards, professional credentialing practices, legal and ethical behaviors.
2. The professional school counselor possesses the knowledge and skills to plan, organize, implement and evaluate a comprehensive, developmental, results-based school counseling program.
3. The professional school counselor understands and demonstrates appropriate counseling skills to address the needs of individuals throughout the stages of human development, possesses knowledge of related human behavior at all developmental levels and in multicultural contexts and the impact of the stages and behaviors on learning and family dynamics.
4. The professional school counselor understands the major theories of individual and group counseling and demonstrates appropriate skills, techniques and the use of technology in implementing individual and group counseling and classroom lessons design to promote academic, career and social/emotional development of learners.
5. The professional school counselor understands and demonstrates legal and ethical use of assessment, evaluation and research in multicultural contexts.
6. The professional school counselor has knowledge of career development and applies a multi-tier approach for counseling all learners through their developmental stages.
7. The professional school counselor understands the significance and demonstrates the skills of teaming and consultation, collaboration and coordination in developing programs to facilitate the positive interaction between learners and their environment.
8. The professional school counselor understands social and cultural diversity across developmental stages and is able to identify appropriate counseling practices.

## 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	Issues and Best Practices in Secondary School Counseling (online)
EDCEP	823	Counseling Theory
EDCEP	852	Career Development for School Counselors
EDCEP	856	Issues and Best Practices in Elementary School Counseling
EDCEP	857	Counseling Program Management
EDCEP	871	Consultation for Counselors (online)
EDCEP	921	Development Across the Lifespan for School Counselors (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 on-campus)

### C. Clinical Requirements (12 credit hours)

EDCEP	858	Group Processes
EDCEP	877	Practicum in Counseling
EDCEP	887	Counseling Internship - elementary and secondary level (6 credit hours total over 2 semesters)

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 lessons, 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 is required for all students who do not hold a professional teaching license.

The parallel pathway licensure option requires additional school field experiences and activities over two semesters as part of the graduate program. See Dr. Judy Hughey to develop an individual plan.

A professional portfolio is developed during the program and submitted for final review during the final semester of one's program. A master's comprehensive written exam is completed during the final semester of one's program. A portfolio rubric and format guidelines are provided throughout coursework and on the program webpage.



## **Graduate Faculty**

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## **Department Contact Information**

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