Program Application for the
Master of Arts in Education, Counseling Option
Pupil Personnel Services (PPS) Credential, School Counseling

APPLICATION DEADLINE DATES*

Fall Semester - March 1  
Spring Semester - October 1

*These deadline dates are subject to change.

Admission Requirements:

- There are two parts to the application:
  1) the University application (online via csumentor), and
  2) this Program application.

- Each application must be completed in full and submitted by the deadline in order to be considered for admission. Incomplete applications will not be accepted.

I. University Application procedures:

1. Apply for admission to the University through www.csumentor.edu/AdmissionApp/
   The University application requires a $55 non-refundable application fee, payable by credit card, check, or fee waiver. For more information, go to the csumentor website.

2. Submit one set of official sealed transcripts directly to the CSUDH Office of Admissions & Records, 1000 E. Victoria St., Carson, CA 90747. All academic work must be submitted from baccalaureate and any post-baccalaureate and graduate work.
II. Counseling Program Application procedures and eligibility requirements:

The following documents must be submitted to the CSUDH School of Education Student Services Center, SCC 510, 1000 East Victoria St., Carson, CA 90747

1. This completed and signed program application form, along with a check or money order for $50 payable to CSUDH. This is separate from the university application fee.

2. An additional set of official sealed transcripts enclosed within this program application.

3. Three (3) letters of recommendation from individuals who can evaluate your potential for graduate study as a counselor, such as employers, supervisors, and professors. Letters must be written on the official letterhead of the referee’s place of employment and be written specifically for the Counseling program within one year of application date. Letters can either be sent separately to the Student Services Center’s address above or may be enclosed within this program application. All letters must be sealed with the referee’s signature across the back of envelope.

4. Statement of Purpose (2-3 pp. min.). Your statement should include: a comprehensive profile of yourself as a prospective counselor; a description of relevant educational, occupational, and personal experiences that have contributed to your personal development and your decision to become a counselor; personal strengths and areas you have identified for growth; and your perception of the role of a school or college counselor and why you believe you would be successful in this position based on your interpersonal qualities, interests, and any special skills you may possess.

5. A minimum of 3.0 or better grade point average in the last 60 units of upper division undergraduate or graduate coursework (or a minimum combined score of 300 on the Graduate Record Examination (GRE) (Revised) Verbal and Quantitative Tests, or a minimum score of 500 on the Miller Analogies Test);

6. For ALL applicants: Evidence of either a Certificate of Clearance or a CA teaching or substitute teaching credential. For information on how to obtain a Certificate of Clearance go to: www.ctc.ca.gov/credentials/fee-and-fingerprint.html You can obtain a Livescan packet from the Student Services Center (SCC 510).

7. For PPS credential applicants only: evidence of passing status on the CBEST must accompany this application.

8. Personal Interview: All applications will be reviewed by the Counseling admissions committee to select a final round of applicants for small group interviews. Applicants selected for interviews will be contacted in the month following the application deadline and will be notified of the interview date. Applicants are expected to make arrangements to attend the interview as it is a required component of the application process.
Objective of study requirements:

1) All candidates must pursue the MA degree unless you already possess a MA in Education, Counseling, Psychology, or Social Work (other MA fields are not acceptable for substitution).

   If you do have a previously related MA degree, it may still be in your best interest to obtain a 2nd MA degree. It is recommended that you indicate both the MA and the PPS for now, and then consult with an advisor upon program admission to determine your best course of study.

2) To apply for and pursue the PPS credential, you must have passed the CBEST. In order to work as public school counselor, you must obtain a PPS credential in School Counseling.

3) It is acceptable to pursue the MA only; obtaining the PPS is not a program requirement.

Check the graduate objective you wish to pursue (MA, PPS, or both):

Degree:

☐ M.A Education, Counseling Option

Credential:

☐ PPS School Counseling Credential (Note: CBEST is required for admission into PPS program).

Application Information (Please print or type)

Today's Date: ___________________________ Anticipated Starting Term: ___________________________

Student SSN/ID: ___________ ___________ Date of Birth: ___________________________

Name: ________________________________________________________________________________

   Last Name    First Name    Middle Initial

Home Phone: ___________________________ Work Phone: ___________________________

Mailing Address: ________________________________________________________________________

   Street Address

   City    State    Zip Code

E-Mail Address: ___________________________
California State University
Dominguez Hills

Present Employment

Present Occupation/Position: ____________________________________________________________

Present Employer (if school setting, please indicate school and district) ____________________________________________________________

Employer’s Complete Address

List any Experience within the fields of Education or Mental Health: ____________________________________________________________

List any Credential(s) Currently Held: ____________________________________________________________

Academic Background

University granting your Bachelor's degree: ____________________________________________________________

Undergraduate Major: __________________________ Degree: ___________ Date: __________

List any Graduate degrees obtained and from where: ____________________________________________________________

Graduate Writing Assessment Requirement (GWAR) (for all Master’s Degree applicants)

The University requires that the GWAR must be completed within first semester of a graduate program.

Have you taken the GWE?  θ No  θ Yes Score: ______  or
θ ENG 350 (from CSUDH) or
θ Other (GWAR Coordinator Approval)

Additional Information

Bi/Multilingual:  θ No  θ Yes, Language(s): ____________________________________________________________

For ALL Applicants

Submit proof of Certificate of Clearance OR Teaching Credential or Emergency Teaching (Substitute) Permit.

For PPS Credential Applicants Only:

Submit proof of CA Basic Skills Test (CBEST) passing status.  Date passed: ________________

ALL PROGRAM APPLICANTS MUST SIGN THIS FORM.

I understand that I am responsible for knowing and adhering to all program, division and university regulations.  Please consult the CSUDH University Catalog for all policies and procedures pertaining to graduate study.

Signature: __________________________ Date: __________________________

Page 4 of 4  rv. 2/28/13