**MASTER’S IN COUNSELING**

**GRADUATE PROGRAM**



**ORIENTATION INFORMATION**

**Alabama A&M University**

**College of Education, Humanities, and Behavioral Sciences**

**Counseling**

**Graduate Faculty Advisors**

|  |  |  |
| --- | --- | --- |
| **Faculty** | **First Letter of Student’s Last Name** | **Contact Information** |
| Dr. Jo Lauren Weaver    Dr. Shatoi Scott  Dr. Natasha Lamarr  Dr. Sharon Brown | A-E      F-H  I-O  P-Z | 256-372-5188  Jo.weaver@aamu.edu  ZOOM Personal Meeting ID: 441 582 5072  256-372-5529  [Shatoi.scott@aamu.edu](mailto:Shatoi.scott@aamu.edu)  ZOOM Personal Meeting ID: 744-338-6406  256-372-8127  [Kristy.lamar@aamu.edu](mailto:Kristy.lamar@aamu.edu)  h[ttps://aamu.zoom.us/my/kristy.lamar](https://aamu.zoom.us/my/kristy.lamar)  256-372-8002  [Sharon.brown@aamu.edu](mailto:Sharon.brown@aamu.edu)  ZOOM Personal Meeting ID:  865-505-3215 |



Welcome to the Counseling Program!

You have been accepted into the Master's in Counseling Program with a specialization in Rehabilitation Counseling. Your graduation diploma will list your program/major as **Counseling;** and your transcript will indicate your degree **specialty in Rehabilitation Counseling.**

You are expected to be more self-motivated than you were in your undergraduate program. It is your responsibility to control your own education and determine your path. This involves multitasking and managing your time effectively. You will be required to read a lot of new material and make sense of it in a short period of time. Graduate students are expected to have advanced writing skills; students who are not strong writers are encouraged to seek assistance from the University’s Writing Center. Students should also strengthen their oral presentation skills as often as possible. To be a successful student in our program and beyond, you must work hard and always be willing to learn. It is your responsibility, in consultation with your primary advisor, to make certain all requirements of the Program and the school of Graduate Studies are fulfilled.

Our program provides intensive master’s degree-level education and training primarily oriented toward the local and regional job markets. Additionally, the program prepares students for further graduate education. Several students have been accepted in Ph.D. and post master's programs. Many students have earned the ALC and/or LPC certifications. Most of our graduates are employed.

**Program Expectations of Graduate Students**

* Exhibit mature, professional, ethical, and civil behavior in all interactions with faculty and staff in accordance with the Alabama A&M University’s code of conduct, and the University’s policies governing discrimination and harassment.
* Exercise the highest integrity in taking examinations and in collecting, analyzing, and presenting research data.
* Take primary responsibility to be informed about policies and regulations governing one’s graduate studies
* Communicate regularly with faculty advisors regarding progress in the selected concentration.

**Program of Study**

Each graduate student is required to prepare a program of study in consultation with his or her major advisor(s). Completed programs of studies must be received from each student by the **start of the second semester of enrollment**. Students who do not file a program of study within the specified deadline will not be allowed to register for the next term. Programs of study must include a detailed listing of the available options within each student’s area of emphasis. Only under extreme circumstances and with adequate justification should changes be made to programs of study. All changes to programs of studies must have the approval of the student advisor, Department Chairperson, and the Dean of the respective school.

All changes in the planned degree program must be made at least one semester prior to the student’s application for graduation. Under no circumstances should a change in the program be requested for failing a required course.

**Change of Program**

Students who wish to change their major will complete an advising session with either the current program advisor or a program advisor for the intended major. The student will complete a Change of Program Form available on-line, which must be approved by the Program Advisor, Department Chairperson, and Dean of the School in which the student wishes to enroll. The signed application is sent to the Office of Graduate Studies for processing. All coursework regardless of major remains on the student’s transcript and is used to calculate the grade point average.

**Academic Probation**

Students enrolled in graduate degree programs offered by Alabama Agricultural & Mechanical University are expected to maintain a 3.0 cumulative grade-point average. Students whose cumulative grade-point average fall below 3.0 and are above 2.5, or who fail to make satisfactory progress, will be placed on academic probation. Students placed on academic probation are required to restore their cumulative grade point average to 3.0 within nine additional semester hours of graduate work, including repeated and dropped courses. Failure to do so may result in dismissal from graduate study. Graduate students whose cumulative GPA falls below 2.5 in any given semester are subject to dismissal, at the discretion of the Dean of Graduate Studies. However, if permission is granted for an additional semester of study, the student will remain on probation and will be limited to six credit hours of enrollment. Students must maintain a semester GPA of 3.0 at the end of the probationary semester. Failure to attain the requisite GPA will result in the student being dismissed. Students who attain the requisite semester GPS will remain on probation. Individual departments may have other requirements.

**Dismissal**

Students wishing to be readmitted following a suspension must wait at least one year before applying. (One year is defined as two semesters or one semester and one summer session.) During this period, they are ineligible for admission to any program at Alabama Agricultural and Mechanical University. However, a grade below B after readmission in any course will result in dismissal from further graduate study.

**Student Appeal Process**

Any graduate student may appeal for variations in university-wide graduate policies and regulations by submitting a written grievance to the Dean of Graduate Studies.

**Comprehensive Exam**

Students should begin preparing for the Comprehensive Exam (Comps) as soon as they are admitted into the program. All non-thesis students pursuing a Master’s in Counseling must complete and pass the Comprehensive Examination. It is administered three times a year – Fall, Spring, and Summer. The percentage for passing is 70%. Students are required to retake the component(s) of the Comps that were not passed successfully. One semester must elapse before the student can retake the Comps. Make sure you apply for Comps, see the Graduate Bulletin for application procedures.

**Thesis**

During the preparation of your final Master’s thesis, it is imperative that you adhere to the School of Graduate Studies policies and procedures to ensure that the publication of your research adheres to Alabama A&M University guidelines. Students have until the end of their second semester to complete a Planned Degree Program, attend the thesis/dissertation preparation workshop, and prepare an acceptable thesis or dissertation proposal. Students are advised to consult with the Graduate Handbook for the most up-to-date information on Thesis guidelines and due dates.

**Preparing to Graduate**

Master’s students are required to complete the **Application for Graduation** for the semester in which they plan to graduate. Unfortunately, there is a penalty if you apply to graduate and do not graduate during that semester. You will be required to re-apply for the next graduation.

**Conditional Admission**

If a student is admitted conditionally, s/he must ensure that pre-requisite courses are completed before graduation. Students are encouraged to re-read their acceptance letters to determine the status of their admission.

**Graduate Deadlines**

Students are responsible for knowledge of all deadlines related to graduation.

**Program Faculty**

* **Core Faculty**
* Dr. Sharon Brown CCN 126C 256-372-8002 [sharon.brown@aamu.edu](mailto:sharon.brown@aamu.edu)
* Dr. Tonya Davis CCN 219E 256-372-4229 [tonya.davis@aamu.edu](mailto:tonya.davis@aamu.edu)
* Dr. Kristy LaMar CCB 219C 256-371-8127 [kristy.lamar@aamu.edu](mailto:kristy.lamar@aamu.edu)
* Dr. Shatoi Scott CCN 126F 256-372-5529 [shatoi.scott@aamu.edu](mailto:shatoi.scott@aamu.edu)
* Dr. Jo Lauren Weaver CCN 219A 256-372-5188. [jo.weaver@aamu.edu](mailto:jo.weaver@aamu.edu)
* **Non-Core Faculty**
* Dr. Randy Barbour CCN 122A 256-372-4764 randy.barbour@aamu.edu
* Dr. Cytique Davis CCN 122D 256-372-4764 sytique.davis@aamu.edu
* Dr. Natasha Lamarr CCN 219 256-372-4764 natasha.lamarr@aamu.edu
* Dr. Leatha M. Bennett CCN 122B 256-372-5491 [leatha.bennett@aamu.edu](mailto:leatha.bennett@aamu.edu)
* Dr. Everton McIntosh CCN 122E 256-372-5980 [everton.mcintosh@aamu.edu](mailto:everton.mcintosh@aamu.edu)
* Dr. Adrienne Vaughn Parham CCN 122C 256-372-8234 [adrienne.parham@aamu.edu](mailto:adrienne.parham@aamu.edu)

**ALABAMA A&M UNIVERSITY**

**M.S. COUNSELING**

* **Specialty is required for the Master's in Counseling**
* Students may have a specialty in Rehabilitation Counseling.
* Please see your advisor two weeks into the semester to complete your Program of Study.

**GRADUATION COMPLETION REQUIREMENTS CHECKLIST - for Graduate Students**

\_\_\_\_\_\_ **Application for Graduation –** You may complete and submit the online Application for Graduation as soon as you have completed 54 credit hours. The Application for Graduation form and instructions can be found at this link <https://www.aamu.edu/admissions-aid/graduate-admissions/graduate-studies-completion-process.html>

**Please note** that since there are only two ceremonies held each year, one in May and the other in December, **all potential candidates for completion of a degree in July may attend the December Commencement ceremony.** However, *students must apply for graduation for the month in which all degree requirements will have been completed – not just to attend the ceremonies.* The Office of Registrar needs to know the month in which your degree will be completed to accurately review your records and award your degree.

\_\_\_\_\_\_ **Program of Study** - **Print a copy of your Program of Study and meet with your advisor each semester** to track your degree progress. Look for any missing requirements. Select courses for registration accordingly or apply transfer credit or course substitutions as appropriately approved by your advisor. Take the necessary steps to ensure that any transfer credit or substitutions for completion of requirements has been resolved - (see below.) Verbal approval from your advisor to use a transferred or substituted course does not get the requirement completed on your degree requirements. **Until your advisor has submitted the required documentation to accept a transferred or substituted course for your program to the Office of Registrar, the requirement should not show on the Program of Study as having been met.** All requirements must show as met prior to awarding the degree. You may find a partially completed Program of Study that reflects your major/concentration on the Counseling Webpage at [www.aamu.edu/psychology](http://www.aamu.edu/psychology) :

**Graduate Transfer Credit Approval** – A maximum of 12 credits earned at other colleges and universities may be transferred into a Counseling graduate degree program with the graduate department’s approval. No course may be transferred into a degree program that carries a grade of less than **“B”** on the official transcript. Official transcripts from colleges and universities previously attended are imaged as part of the admission process and are to be reviewed by your faculty advisors. This form must be completed within the first semester of admission. (Advisor must complete form).

**PLEASE NOTE:**

**If a student takes a course at another institution after matriculation at Alabama A&M University,** the student **must** have an official transcript showing the final grade sent to the Office of Registrar **as soon as the final grade is available** to prevent any delay in degree award due to missing credits and/or requirements. When received, the transcript will be imaged. To accept the credit, please complete and submit the **Graduate Transfer Credit Approval Form** (see above) to the Registrar’s Office.

\_\_\_\_\_\_ **Plagiarism Recognition -** Submit Plagiarism Recognition and Prevention Confirmation Certificate.  Go to the Indiana University Confirmation Certificate on Recognizing Plagiarism (click [here](https://www.openpassport.org/Resource/File/15485)) to complete the certificate

\_\_\_\_\_\_ **Residency form**– You are required to complete a Residency form. This form will have to be on file prior to you receiving your degree.

\_\_\_\_\_\_ **Responsible Conduct of Research (RCR) Training Certificate ­–** Submit Responsible Conduct of Research (RCR) Training Certificate (click [here)](https://www.aamu.edu/about/administrative-offices/sponsored-programs/research-).

**Graduating Students will need to take the Comprehensive Examination or Complete a Master’s Thesis**

\_\_\_\_\_\_ **Comprehensive Examination** If your program requires completion of the Comprehensive Examination, please check with your graduate program advisor or with the Main office at (256) 372-4764 for Details. You are required to have completed at least 33 credits prior to sitting for the Comprehensive Examination. (Click [here](https://www.aamu.edu/admissions-aid/graduate-admissions/_documents/comprehensive-examination-application-packet.pdf) for application packet)

\_\_\_\_\_\_**Master’s Thesis**– A Master’s Thesis requires six (6) credit hours of PSY 599 Master’s Thesis – 3 credit hours each. Four faculty members shall guide the student in the completion of the thesis. Please make sure to see your advisor to complete necessary forms for your first semester of attendance if you plan on completing a Master’s Thesis. Click [here](https://www.aamu.edu/admissions-aid/graduate-admissions/_documents/gs-proposal-submission.pdf) for more information.

\_\_\_\_\_\_ **Missing or Incomplete grades** – Please ensure that your instructor submits final grades for missing or “I” grades. **Missing grades** require completion of a ***Missing Grade*** form. **“I” grades** require completion of an ***Incomplete Contract*** and the submission of a ***Removal of “I” Form*** to award the final grade. (See advisor for completion of forms)

## Graduation reviews are processed, and degrees are awarded according to the following deadlines:

|  |  |  |
| --- | --- | --- |
| All requirements completed by the end of: | Must apply for graduation and all documentation must be received from the Registrar by: | Degree awarded: |
| Spring term | Third Friday in January/noted deadline | May |
| Summer Session | Third Friday in May/noted deadline | December |
| Fall term | Third Friday in September/noted deadline | December |

**DIPLOMA**

Once all final grades have been recorded and the Office of Registrar has determined that all degree requirements have been met, the degree notation will be placed on your official transcript. It is important to understand that an employer or graduate school will require an official transcript as proof of degree completion, not the diploma. The official transcript will show the degree notation as soon as the Office of Registrar has completed the final review and has awarded the degree.

To be excused from Commencement you will need to have an approved form. The form can be found [here](https://www.aamu.edu/about/administrative-offices/academic-affairs/_documents/request-excused-commencement.pdf). Arrangement for picking up your diploma will need to be made with the Registrar’s Office. (Find form attached)

**OFFICIAL TRANSCRIPT**

Official transcripts must be ordered online. To order an official transcript, sign on to Banner with your user ID and PIN. Then go to **Student Services** then **Student Records** and then **Order Official Transcript.** *If you need a PIN reset, please contact the Help Desk at (256) 372-4764.* A hold on your record will prevent you from obtaining your transcript.

**HOLDS**

A hold on your record will prevent you from obtaining your diploma. To check for a hold, sign on to Banner with your user ID and PIN *(if you need a PIN reset, please contact the Help Desk at 256-372-4764.)* Go to**Student Services** then **Student Records** and then **View Holds.** Only the office that placed the hold on your record can clear it. Go to www.aamu.edu and click **Directory** on the top left to find the office phone number and/or location. Once the hold is cleared, contact the Office of Registrar to release the diploma.



**Frequently Asked Questions**

1. **How long does it take to obtain a master's degree in Counseling at AAMU?** It usually takes a student at least (2 years) 5 or 6 semesters to complete the program if you attend classes in the summer.
2. **Does the program offer certifications?** Our program does not offer certifications, but the Rehabilitation specialty prepares students to sit for the CRC.
3. **Do you offer online classes?** Most of the classes offered meet campus. Although there are a few online classes offered in the semester. The classes vary.
4. **What concentrations does the program offer?** The program offers a specialty of Rehabilitation Counseling.
5. **When can I take the Comprehensive Exam?** You may take the Comprehensive Exam after completing 30 hours of coursework.
6. **When must I start the thesis?** If you decide to do a thesis, you must attend the thesis workshop and prepare a thesis proposal before the end of the second semester of enrollment.
7. **Where can I find job opportunities on campus?** There are Graduate Assistantships opportunities on campus in the various departments. Contact the departments to see if positions are open, and contact Graduate Studies office for more information. Also, sign up for Handshake (<https://aamu.joinhandshake.com/login>) for other job opportunities.
8. **Are there scholarships offered for graduate students?** Yes, there are scholarships opportunities for graduate students. You must complete an online application to apply. The application can be found on the school website: [www.aamu.edu](http://www.aamu.edu). Contact the Financial Aid department for more information.
9. **How can I get involved in research?** Contact faculty to see who is working on research and see if you can work with them.
10. **Where can I find updates and announcements?** You can find updates and announcements on our social media sites. Facebook (Alabama A & M Counseling), Twitter (aamupsych), and Instagram (@aamupsychology)
11. **What is a prerequisite?** A prerequisite is a specific course or **subject** that you must complete before you can take another course. For example, the Statistics course must be completed before enrollment in Research Methods.



1. **How many times can I retake a course?** Graduate students are only allowed to repeat a course once if it is listed on the official student’s program of study. Any student who repeats and fails a course the second time may be dismissed from the graduate degree program.

**FAQs Practicum/ Internship**

1. **Where can I find internship opportunities?** Internship opportunities can be found in our Practicum/ Internship Handbook found on our school website: [www.aamu.edu](http://www.aamu.edu)
2. **Where can I find liability insurance?** You can use Trust Liability Insurance. The website is trustinsurance.com and select student liability.
3. **Can I take Counseling Practicum and Internship in the same semester?** No, these are both internship courses, you are not able to take both courses in the same semester. You must take one EACH semester. Enrollment in internship is contingent on passing practicum.
4. **Where can I get a TB Skin/ Drug Test?** The TB skin test and the drug test can be done on campus at the Student Health and Wellness Center.
5. **Where can I get a background check?** You can order a background check from viewpointscreening.com. Once on the website, select student and find Alabama A and M University under school.
6. **Where do I turn in my Comprehensive Exam, Practicum/ Internship Application, or Graduation Application?** You may turn in all these applications to the department Administrative Assistant in Carver Complex North 219.



**Fact Sheet**

1. To apply to our program, you will need three letters of recommendation, 2.7 GPA, and a personal statement.
2. For updates on the application process, contact the Graduate Studies office.
3. Specialty offered: Rehabilitation Counseling.
4. Our program does not offer certifications or licensures, but the Rehabilitation specialty prepares students to sit for the CRC. Additionally, our program prepares students to sit for the ALC and/or LPC licensure.
5. Classes meet on campus during the evening.
6. When registering for classes, plan out your schedule before meeting with your advisor and complete a program of study.
7. Take the Comprehensive Exam after completing 30 hours of coursework.
8. Apply for the thesis during your 2nd semester.
9. Turn in applications for Practicum/ Internship, Comprehensive Exam, and Graduation to our department. Students must complete all foundational/core coursework successfully prior to applying for practicum and internships.
10. News and announcements can be found on our social media sites: Facebook (Alabama A&M Psychology/Counseling), Twitter (aamupsych), and Instagram (@aamupsychology).

**Alabama A&M University**

**Master's in counseling**

**Graduate Program**

**Resources:**

AAMU Counseling Website:

<http://www.aamu.edu/academics/colleges/education-humanities-behavioral-sciences/departments/social-work-psychology-counseling/psychology-counseling/>

AAMU Graduate Handbook 2023:

<https://www.aamu.edu/academics/catalogs/_documents/graduate-catalogs/graduate-catalog-2021-2022.pdf>

American Counseling Association

Homepage: <https://www.counseling.org/>

Code of Ethics: <https://www.counseling.org/knowledge-center/ethics#2014code>

The Counseling program is on social media! Follow us to stay current with department happenings, announcements, and changes!

 @Alabama A&M Psychology/Counseling

 @ Aamupsych

 @Aaamupsycholog



I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

*(please print first and last name)*

*do hereby give Alabama A&M University the right to use my name, picture, portrait, image or*

*photograph in all forms and media and in all manners, including composite or other representations, for use in Alabama A&M University’s publications and website.*

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**- MINOR CONSENT -**

I am the parent and/or guardian of the minor named above, and I have the absolute legal authority to execute the release herein. I approve the foregoing and waive any rights.

My Full Name (please print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***AAMU Marketing and Public Relations Contact:*** Jerome Saintjones - jerome.saintjones@aamu.edu - (256) 372-5607

**For Internal Office Use Only—Photographer and Photoshoot Location**



**Counseling Program**

**Orientation Attendance Confirmation**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

A#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Concentration: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PIN Assigned: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address (AAMU email): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Alternate email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

May we leave message? Y N Live on Campus?: Y N

Local address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

By signing I am confirming that I received orientation information on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature

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**Alabama A&M University**

*College of Education, Humanities, and Behavioral Sciences*

Graduate Acknowledgement

*Instructions: This form is to be completed during Graduate Orientation and returned for filing in the student’s permanent file.*

I hereby attest that I have read this Handbook and I agree to abide by the Policies contained herein. I understand that from time-to-time policies may be reviewed and revised. I further understand that it is my responsibility to remain informed of policy changes as they are published.

I understand the following:

* That feedback provided while enrolled in the program will be comprehensive in nature, not only relating to academic progress, but also to a variety of variables including professional and emotional “fit” for the profession of counseling.

* That if areas are noted by the graduate faculty which could be reasonably predicted to adversely impact my professional development or effectiveness, recommendations will be made to aid in remediation of areas identified. These recommendations may include personal counseling, tutoring, stress management techniques, or other appropriate measures.

* That in some cases, it may be necessary to reduce or suspend graduate work while remediation is attempted. I have also been informed that, in rare cases, it may be determined that a student is not an appropriate fit for the program which may be due to factors other than academic functioning.

* If I have questions regarding any feedback provided to me, I should speak with my faculty advisor.

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Witness Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**REQUIRED CLASSES FOR**

**MASTER’S DEGREE in COUNSELING**

|  |
| --- |
| **COURSES: MS Counseling** |
| **CORE CLASSES** |
| COUN 514: Human Growth & Development |
| COUN 520: Professional Orientation in Counseling |
| COUN 535: Counseling Theories |
| COUN 540: Counseling & Helping Relationships  Prerequisite COUN535 |
| COUN 550: Group Counseling  Prerequisite COUN 540 and COUN 535 |
| COUN 560: Career Counseling |
| COUN 570: Multiculturalism in Counseling |
| COUN 580: Assessment and Testing |
| COUN 590: Research & Program Evaluation in Counseling |
| COUN 594: Diagnosis and Treatment Planning |
| COUN 596: Pre-Practicum |
| COUN 597: Practicum II (100 clock hours)  Prerequisite All core classes |
| COUN 600: Internship I (300 clock hours)  Prerequisite All core classes |
| COUN 601: Internship II (300 hours) |
| CLINICAL REHABILITATION SPECIALIZATION COURSES  (12 CREDITS) |
| COUN 507: Introduction to Rehabilitation Counseling |
| COUN 511: Job Placement & Development |
| COUN 510: Case Management |
| COUN 513Medical & Psychosocial Aspects of Rehabilitation |
| COU 503: Foundations of School Counseling \* (School Counseling Only) |
| COU 504: Organization & Administration of Guidance \*(School Counseling Only) |
| COU 506: Consultation \* (School Counseling Only) |
| COU 505: Problems in Counseling Adolescents \* (School counseling Only) |
| ELECTIVES |
| COU 525: Foundations of Alcohol and Drugs\* |
| COU 526: Foundations of Crisis Intervention \* |
| COU 527: Human Sexuality \* |
| COU 528: Introduction to Community & Mental Health Counseling \* |
| COU 624: Understanding Psychotropic Medication for Counselors \* |
| COU: 625 Family Counseling \* |
| COU: 512 Vocational Assessment \* |
| COU: 599 Thesis (3-6 credit hours) \* |

This program leads to a Master’s Degree. It prepares graduates to take the relevant national examination and apply for state licensure.

Total: 60 Credit Hours

*\* See advisor for further instruction*

*\*\* All core classes must be completed prior to registering for practicum and internship*

The Counseling program requires specialization in Rehabilitation. The required courses for each concentration are found on the following page. These courses are in addition to the required aforementioned courses.

**Specialization in Rehabilitation Counseling (Total: 60 Credit Hours)**

|  |  |
| --- | --- |
| COUN 507 | INTRODUCTION TO REHABILITATION COUNSELING |
| COUN 513 | MEDICAL & PSYCHOSOCIAL ASPECTS OF REHABILITATION |
| COUN 510 | CASE MANAGEMENT |
| COUN 511 | JOB PLACEMENT & DEVELOPMENT |
|  |  |

**Elective Courses**

|  |  |
| --- | --- |
| COUN 525 | FOUNDATIONS OF ALCOHOL & DRUGS |
| COUN 526 | FOUNDATIONS OF CRISIS INTERVENTION |
| COUN 624 | UNDERSTANDING PSYCHOTROPIC MEDICATIONS |
| COUN 527 | HUMAN SEXUALITY |
| COUN 625 | FAMILY COUNSELING |
| COUN 528 | INTRODUCTION TO COMMUNITY AND MENTAL HEALTH COUNSELING |
| COU: 512 | Vocational Assessment |
| COU: 599 | Thesis (3-6 credit hours) |