Doctor of Philosophy (Ph.D.) in Counselor Education and Supervision Program Applicant:

Adams State University and the Department of Counselor Education welcomes your application for admission into our 66 credit hour Doctor of Philosophy (Ph.D.) in Counselor Education and Supervision program. Please complete the online application located on our website and submit ALL application materials in ONE packet to the address indicated during the application window of September 1st through December 1st. Read the instructions carefully as incomplete and/or late applications cannot be considered for admission. Applications must be e-mail verified as complete no later than December 1st.

The 2014-2015 tuition rate for this program is $550 USD per credit hour plus any additional student fees, books and LiveText membership (fees do NOT include expenses related to travel and required on-campus attendance).

Admission to the Counselor Education doctoral program is competitive but does not guarantee graduation or state specific licensure. Specifically, applicants and admitted students are required to attend in-person: (1) all scheduled selection interviews; (2) new student orientation; (3) and summer residencies. Failure to attend will result in program dismissal.

In addition to the application deadlines for the doctoral program, separate deadlines exist for financial aid/student loans. Financial aid information can be found at www.adams.edu/finaid/.

The processing of applications can take several weeks depending on receipt of official transcripts and other required application materials. It is important that you submit all program application materials directly to: Department of Counselor Education Ph.D. Program Admissions, with all financial aid correspondence sent directly to that department.

Thank you for your interest in the Doctor of Philosophy (Ph.D.) in Counselor Education and Supervision program in the Department of Counselor Education at Adams State University.

Admissions Committee
Department of Counselor Education

# Counselor Education Ph.D. Program Timeline of Important Dates

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Sept 1 – Dec 1</td>
<td>Online Application Window</td>
</tr>
<tr>
<td>Dec 1(^{st}), 2014</td>
<td>Deadline for Application Materials to be verified</td>
</tr>
<tr>
<td>Dec 19(^{nd}), 2014</td>
<td>Interview invitations distributed</td>
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<tr>
<td>Feb 6(^{th}), 2015</td>
<td>On-campus interviews*</td>
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<tr>
<td>Feb 20(^{th}), 2015</td>
<td>Admission decision notifications distributed</td>
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<tr>
<td>June 5(^{th}) &amp; 6(^{th}), 2015</td>
<td>On-campus new PhD student orientation*</td>
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<tr>
<td>August 31(^{st}), 2015</td>
<td>Fall 2015 semester starts</td>
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*Requires in-person attendance
Doctor of Philosophy (Ph.D.) Degree in Counselor Education and Supervision

PROGRAM OBJECTIVES

The Ph.D. in Counselor Education and Supervision at Adams State University is designed to prepare graduates to work as counselor educators and supervisors, researchers and practitioners in academic and clinical settings who extend the knowledge base of the counseling profession in a climate of scholarly inquiry; who publish and/or present the results of scholarly inquiry; who inform professional practice by generating new knowledge for the profession through dissertation or comparable research projects focused on areas relevant to counseling practice, counselor education, and/or supervision; who are equipped to assume positions of leadership in the counseling profession and/or their area(s) of specialization.

Counselor Education and Supervision students at Adams State University will be:

1. Prepared to teach select courses in counseling skill, theory, ethics, research, assessment, group, supervision, instructional theory, and career
2. Knowledgeable and skilled in the practice of advanced clinical counseling
3. Knowledgeable and competent in cultural diversity
4. Experienced in best practices in online course development, delivery, and counseling supervision
5. Prepared to teach courses in the CACREP core
6. Prepared to supervise counselors and counseling students who provide individual and group counseling
7. Experienced in developing and conducting research
8. Experienced in presenting research results of scholarly inquiry at state, regional, and national conferences
9. Experienced in writing for professional publication
10. Prepared to evaluate counselor education programs and clinical counseling sites
11. Experienced as professional counseling leaders, mentors, practitioners, and consultants
12. Experienced as active change advocates
Instructions for Completing Application

All application materials for the Doctor of Philosophy (Ph.D.) in Counselor Education and Supervision program must be e-mail verified as complete **no later than December 1st** to be considered for admission the following academic year. Selected applicants will be notified of the **required on-campus** February interview dates by approximately December 19th with admission decisions being sent out by February 20th.

Please read the application instructions carefully.

1. Complete the online application located on the website and pay the $45 application fee during the application process.

2. Please compile required application materials and submit in one file to expedite processing. Send **ALL** required application materials and official documentation within the application window of September 1 through December 1 directly to:

   Adams State University  
   Department of Counselor Education Ph.D. Program  
   Admissions  
   208 Edgemont Blvd Suite #3160  
   Alamosa, CO. 81101  
   Phone: (719) 587-8138  
   Fax: (719) 587-8421  
   cedocadmissions@adams.edu

   **Required Application Materials (to be submitted in one packet):**
   * Letter of Intent
   * Current Resume/Curriculum Vitae
   * GRE test score report from ETS with a minimum Analytic Writing Score of 4.0

   **Official Documentation**
   *(submitted from official suppliers to be included in your application packet):*
   * Official Transcripts from ALL Graduate programs attended
   * Official Transcripts from ALL Undergraduate degree programs attended  
   **Official Transcripts cannot be faxed!**

3. Please distribute the Reference Request Forms to THREE (3) people who can attest to your abilities for successful doctoral study. These forms must be received by the Counselor Education Department Ph.D. Program Admissions Office **NO LATER than December 1**. References can choose to send their Form directly to you, so you can include in your application packet OR they can submit them directly to ASU to the address above.
Selection Criteria for Doctoral Study

In addition to the general requirements of the Graduate School, persons applying for admission to the Doctor of Philosophy (Ph.D.) program in Counselor Education and Supervision must meet the following criteria for selection.

Applicant must have:

1. A master’s degree from a CACREP accredited program and be license eligible in their state of residence

   -OR-

   a master’s degree in counseling, one year of full-time post-master’s degree counseling experience, graduate course work curriculum requirements in all of the CACREP common core areas.

   Doctoral students who have earned their master’s degree from a CACREP accredited program will be assumed to have entry level knowledge in core and major course areas. Those not graduating from a CACREP accredited program will have their transcripts evaluated by a faculty advisor to determine CACREP core knowledge base deficiencies. A remediation plan of study will be developed and approved by the faculty as necessary.

2. GPA of 3.0 or higher from completed master’s degree.

3. Submitted official transcripts for ALL undergraduate and graduate coursework.

4. Submitted Graduate Record Examination (GRE) scores (including an earned score in Verbal Reasoning, Quantitative Reasoning, and a 3.5 or higher on the Analytical Writing section).

5. Submitted three (3) Reference Request forms.

6. Completed an on-campus interview with the ASU Counselor Education admission committee.

The admission committee will make the final decision regarding admission. This decision will include at a minimum: (1) academic aptitude for doctoral-level study; (2) previous professional experience; (3) fitness for the profession, including self-awareness and emotional stability; (4) oral and written communication skills, and (5) potential for scholarship, professional leadership, and advocacy.
Letter of Intent
Department of Counselor Education
Ph.D. Program
Counselor Education and Supervision

NAME: ___________________________________________ DATE: __________________________

Using the space below (and the back of this sheet if necessary), answer the following questions: Why are you pursuing a doctoral degree in Counselor Education & Supervision? What professional experience do you have? What leadership experience do you have? What are your plans for applying your education following graduation?

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Reference Request Form 1 of 3
Department of Counselor Education
Ph.D. Program
Counselor Education and Supervision

APPLICANT INFORMATION:

Applicant Name: __________________________________________
Applicant Email: __________________________________________
Applicant Phone Number: ________________________________

DIRECTIONS TO THE REFERENCE: The above applicant has selected you to provide a reference. Please complete all of this form, sign at the end, and submit to the address indicated. Early receipt of the evaluation will be advantageous to the applicant. Place an “X” through the box that best reflects your assessment of the applicant on each of the attributes listed below. If you have no basis for making a judgment, please check the “CANNOT JUDGE” box.

RECOMMENDATION:

Reference Name:______________________Title:

Address: ________________________________ (Address line 1)

______________________________ (Address line 2)

______________________________ (City, State, Zip)

Phone: ___________________________ Email: ___________________________

What is your relationship to the applicant? _______________________________________

How long have you known the applicant? Years: _____ Months: _______

Using the scales below, how would you rate the applicant relative to others you have known in a similar capacity with respect to the following?

<table>
<thead>
<tr>
<th></th>
<th>Truly Exceptional Top 1%</th>
<th>Outstanding Top 5%</th>
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In the space below please make a brief statement concerning the student’s qualification for Doctoral studies.

**Overall Recommendation**

☐ This candidate is above average to superior.
☐ This candidate is average to above average.
☐ This candidate is below average to cannot recommend.
☐ I do not recommend this candidate.

Reference Signature: ___________________________ Date: ________________

Reference forms received by the Counselor Education Ph.D program are the property of Adams State University. They are confidential and not shared with the applicant or persons other than the ASU Counselor Education Faculty and Admissions Committee.

Please submit the completed reference request form to the ASU Counselor Education Ph.D. Program Admissions no later than December 1st:

Adams State University
Counselor Education
Ph.D. Program Admissions
208 Edgemont Blvd. Suite #3160
Alamosa, CO, 81101
Phone: (719) 587-8138
Fax: (719) 587-8421
Email: cedocadmissions@adams.edu
Reference Request Form 2 of 3
Department of Counselor Education
Ph.D. Program
Counselor Education and Supervision

APPLICANT INFORMATION:
Applicant Name: __________________________________________________________
Applicant Email: __________________________________________________________
Applicant Phone Number: __________________________________________________

DIRECTIONS TO THE REFERENCE: The above applicant has selected you to provide a reference. Please complete all of this form, sign at the end, and submit to the address indicated. Early receipt of the evaluation will be advantageous to the applicant. Place an “X” through the box that best reflects your assessment of the applicant on each of the attributes listed below. If you have no basis for making a judgment, please check the “CANNOT JUDGE” box.

RECOMMENDATION:
Reference Name: __________________________ Title: __________________________
Address: _______________________________ (Address line 1)
______________________________ (Address line 2)
______________________________ (City, State, Zip)
Phone: (_____)____________________ Email:______________________________

What is your relationship to the applicant?____________________________________

How long have you known the applicant? Years: ______ Months: ______

Using the scales, below how would you rate the applicant relative to others you have known in a similar capacity with respect to the following?

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Maturity and Judgment  □ □ □ □ □ □ □ □

In the space below please make a brief statement concerning the student’s qualification for Doctoral studies.

**Overall Recommendation**

☐ This candidate is above average to superior.
☐ This candidate is average to above average.
☐ This candidate is below average to cannot recommend.
☐ I do not recommend this candidate.

Reference Signature: ____________________________ Date: ________________

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RECOMMENDATION:

Reference’s Name: ___________________ Title: ___________________

Address: _______________________________ (Address line 1)

_____________________________ (Address line 2)

_____________________________ (City, State, Zip)

Phone: (_____)________________________ Email: __________________________

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Creativity and Organization

Ethical Standards and Integrity

Ability to Work with Others

Ability to Plan and Conduct Research

Leadership and Advocacy Skills

Maturity and Judgment

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Overall Recommendation

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Reference Signature: ____________________________ Date: __________________

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