

Graduate Program Application Instructions

**Department of Special Education, Rehabilitation,
Counseling/School Psychology
Auburn University**

**Submit application materials for EACH program you are applying to.
Materials must be received by the listed deadline.**

The following material must be sent to:

Department of Special Education, Rehabilitation,
Counseling/School Psychology
Auburn University
2084 Haley Center
Auburn, AL 36849-5222

- **The Program Application Supplement**
- **Three letters of Reference/Forms**
- **PHOTOCOPY of all Transcripts**
- **PHOTOCOPY of GRE Scores**

The following material must be sent to:

Auburn University Graduate School
Hargis Hall
Auburn, AL 36849-5222
<http://www.grad.auburn.edu/>

- **Graduate School Application**
- **Application Payment**
- **OFFICIAL Transcripts**
- **OFFICIAL GRE Scores**

All department application materials can be found at www.auburn.edu/coun

Academic Advisor

On admission to the Graduate School, the Department Head, in consultation with faculty and in consideration of the student's professional objectives, will appoint the student's advisor. Duties of the advisor are to discuss and approve a Plan of Study with the student and to conduct the final written and/or oral examination. It is also the responsibility of the advisor to inform the student of regulations governing the degree sought. (It should be noted, however, that the student is not absolved from the responsibility of becoming informed about University and departmental regulations and meeting the prescribed deadlines.) In addition, duties of the advisory committee for a student in the M.S. program will be discussed and approve the thesis proposal and to supervise and approve this thesis.

Plan of Study

A formal plan of study should be developed cooperatively by the student and the advisor and submitted to the graduate school for approval not later than the second semester of study. Notification of all changes in the plan of study must be given prior to the beginning of the student's final semester.

Registration and Graduation Requirements

The student must be registered in the semester of graduation and in any other semester in which the staff or the facilities of the University are used in the removal of an "Incomplete" grade, work on thesis, or oral examinations. It is the responsibility of each graduate student to check his/her record for compliance with graduation requirements. All graduate work toward a master's degree must be completed within a period of five calendar years.

Student Evaluations

Each student's progress is evaluated annually by faculty in the Department of Special Education, Rehabilitation, Counseling/School Psychology. A written final evaluation and a final oral examination covering the three knowledge and skill areas assessed through development of a professional portfolio is also required of all students. Full descriptions may be found in the program handbook located at: <http://education.auburn.edu/files/file80.pdf> or www.auburn.edu/coun

Thesis Option

A thesis is required of all students electing the Master of Science (M.S.) degree option. The topic selected for the thesis study must be approved by the student's advisor and advisory committee. The student conducts his/her research and prepares the thesis under the direction of the major professor. Information about requirements for the thesis and a guide for thesis and a guide for thesis preparation are available in the Office of the Graduate School. The student is required to register for a minimum of one (1) hour of COUN 7990 under his/her advisor during each semester in which the student is working on the thesis.

Certification

Students desiring certification for School Counseling or School Psychometry should confer with their advisor regarding feasibility of meeting these requirements within the framework of the degree program.

Assistantships

University assistantships are available on a limited basis to counselor education students. These assistantships are in the Department of Counselor Education, Counseling Psychology, and School Psychology related academic departments, university residency halls, and university student personnel offices. Other financial assistance consists of counseling-related positions in the community and surrounding areas.

Formal application separate from the application for graduate study is necessary for financial assistance. Additional information and applications may be obtained from the Department of Counselor Education, Counseling Psychology, and School Psychology and other appropriate university offices and agencies.

NOTE: Students should refer to the [Graduate School website](#) for complete information on general requirements for graduate study at Auburn University.

For more information on programs in the Department of Special Education, Rehabilitation, Counseling/School Psychology, visit our website: www.auburn.edu/coun

updated 08/08/08