Dear Counselor Education Applicant,

Thank you for your interest in the Master of Science in Counselor Education, Clinical Mental Health Counseling program at Florida International University. Counselors have significant impact on individuals from diverse backgrounds in a variety of settings. Our profession also offers excellent opportunities for professional and personal growth. Our nationally accredited counselor education program trains counselors to meet the challenges involved in working in a multicultural urban environment.

This packet contains information about program admissions, curriculum, and other degree requirements. Please read the information carefully. To apply into the program, visit the FIU website at www.fiu.edu and click on Admissions and then click on Graduate Admissions. Admissions applications are completed online. If you need information about graduate studies, you can also contact the Graduate School at 305-348-7442.

Please submit all application materials to the Office of Graduate Admissions, PC 230, Miami, Florida 33199. Admissions files are reviewed by the Counselor Education Admissions Committee. If an applicant meets minimum admissions requirements, he/she will be invited to interview with the Counselor Education faculty. A final admissions decision will be recommended to the Graduate School following the admissions interview. For information regarding the status of your admissions file, please contact the Department of Leadership and Professional Studies, where the counseling programs are housed, at 305-348-3418. If you need further information about the program, please contact Professor Maureen Kenny, Program Coordinator, Clinical Mental Health Counseling, at 305-348-3506 (email, kennyrm@fiu.edu). Visit the Counselor Education website at http://education.fiu.edu/academic_programs.html.

I look forward to meeting you and speaking with you personally.

Sincerely,

Maureen Kenny Ph.D., NCC
Professor & Program Coordinator, Mental Health Counseling

College of Education
ZEB 247A
Modesto A. Maidique Campus, Miami, Florida 33199
(305) 348-3506 – TDD via FRS (800) 955-8771 – FAX (305) 348-1515
education.fiu.edu – http://www.fiu.edu
Equal Opportunity/Equal Access Employer and Institution
The Master of Science in Counselor Education, Clinical Mental Health Counseling Major, is designed to educate and prepare individuals interested in functioning as counselors and practitioners in community mental health settings, institutions, hospitals, schools, and private practice. Nationally accredited by the Council for the Accreditation of Counseling and Related Education Programs (CACREP), the program meets all requirements as outlined by the Florida Department of Medical Quality Assurance for licensure as a Mental Health Counselor. This program emphasizes the blending of research and theory with practical applied experience. It also emphasizes and reflects the urban and multicultural nature of our community, as well as general trends within specified counseling fields.

The Clinical Mental Health Counseling program requires the completion of 60 semester hours of academic work beyond the baccalaureate degree. The early part of the program is largely generic in nature and is concerned with the development of knowledge and skills in the areas of individual and group counseling, consultation, preventive mental health, education-vocational development, client appraisal, systems intervention, and program organization and evaluation. The latter part of the program is more differentiated towards the practice of mental health counseling. The prospective student should recognize that the latter part of the program requires a substantial amount of time spent in fieldwork to meet practicum and internship requirements.

Students seeking admission to the major in Clinical Mental Health Counseling with an "out of field major" are required to successfully complete 9 hours of prerequisite psychology courses prior to acceptance. Out of field majors are students who do not hold a Bachelor’s degree in Psychology (or a related field). The student should consult with an advisor with reference to these courses. Required pre-requisite courses for “out of field” majors applying for admission to graduate program in Clinical Mental Health Counseling include:

- An introductory course in Psychology (e.g., PSY 2020 Introduction to Psychology),
- A course in either:
  - Educational Psychology (e.g., EDP 3004 Educational Psychology),
  - Abnormal Psychology (e.g., CLP 4144 Abnormal Psychology), or
  - Personality Theories (e.g., PPE 3003 Personality Theory), and
- A Research/Statistics course (e.g., STA 2122 Research-Statistics).

NOTE: The course numbers of the above prerequisite courses are those used at FIU.

All prerequisite courses must be completed with a minimum grade of a “C” in each course and a cumulative grade point average of 3.0 for all courses taken.
PROCEDURES FOR GRADUATE ADMISSIONS IN CLINICAL MENTAL HEALTH COUNSELING

Applying to a graduate program in our department is a two-part process. An applicant for a graduate degree must file an application with the Office of Graduate Admissions, Modesto Maidique Campus, PC 230, Miami, Florida 33199, (305) 348-7442. A graduate admissions application can also be completed on-line by accessing the FIU webpage at www.fiu.edu. The applicant must submit all academic transcripts and pay the appropriate fees.

Applying to the Counselor Education Program: Clinical Mental Health Counseling Major is a three-part process.

1. You must file an application with the Office of Admissions, MMC, PC 230, Miami, Florida 33199. To contact the Office of Admissions Office call (305) 348-7442.

2. The following documents must also be submitted to the Office of Admissions, MMC, PC 230, Miami, Florida 33199:
   o Academic transcripts (with an upper division GPA of 3.2 or above)
   o Three letters of recommendation, at least one from an academic source and one from work or volunteer experiences. A reference may use the form provided in the application or supply a typed letter on professional letterhead discussing the applicant's ability to succeed in graduate school and their chosen profession.
   o An autobiographical sketch including a record of work or volunteer experiences
   o A resume (curriculum vitae)

3. Personal Interview with the Admissions Committee. After applications are completed by admissions deadlines, applications will be reviewed by the Counselor Education Admissions Committee and applicants will be contacted for interviews.

PROCEDURES FOR EVALUATION AND SELECTION OF APPLICANTS

All stated admissions requirements are to be considered minimums. A student who meets these minimum requirements is not automatically assured admissions. Program admissions requirements are subject to change, therefore it is the responsibility of the student to assure that he/she has met the requirements. To ensure fall semester admissions, students are advised to submit their applications by June 1; for spring admissions, by October 1; and for summer admissions, by March 1st. Admissions decisions are made once the applicant’s file is complete and on a rolling basis.

When an application to the University Office of Admissions is complete, the applicant's folder is forwarded to the Department. The Counselor Education Admissions Committee will not respond to applications unless the file includes: graduate school application, all
transcripts, a resume, an autobiographical sketch, and three letters of recommendation. Applicants should contact the Department at 305-348-3418 to determine the status of their application. Often times, for example, students may assume that all their letters of recommendation have arrived when this is not the case. It is the obligation of the applicant to check to see that all materials are available for review. Upon receipt of all of the applicant’s materials, the Department office will schedule an interview with the Counselor Education Admissions Committee.

STUDENTS SHOULD ALLOW 6-8 WEEKS FOR APPLICATIONS TO BE PROCESSED BY THE OFFICE OF ADMISSIONS AND FORWARDED TO THE DEPARTMENT.

On the basis of the Admissions committee members’ evaluation, recommendations for acceptance or rejection are made and forwarded to the Department Chairperson. The Department Chairperson's recommendations for acceptance or denial are forwarded to the University Office of Graduate Admissions.

Applicants are officially notified, in writing, by the office of Graduate Admissions regarding their admissions status. In the case of rejection of an applicant, the department provides a written statement to the Office of Graduate Admissions giving the reason for rejection.

EVALUATION CRITERIA
Candidates are judged on the basis of multiple criteria. These include:

1. Grade point average. A minimum of 3.2 or higher for the 60 credits of upper division, undergraduate work is a minimum requirement.

2. Quality of written recommendations. The committee has not prepared explicit criteria for evaluating written references. However, a recommendation would be considered marginal if the candidate were recommended with reservations. A recommendation would be considered inappropriate if it spoke of personal characteristics unrelated to the area in which the student is applying. A recommendation would be considered poor if a negative recommendation came from a faculty member who had knowledge of the candidates work or ability as a potential graduate student. A reference may use the form provided or supply a typed letter discussing the applicant’s ability to succeed in graduate school and their chosen profession.

4. Evidence of related educational background and experiences.

5. Evidence of applicants' clarity in presenting their ideas and thoughts in the autobiographical sketch.

6. Willingness to commit oneself to the time (including time for field experiences) necessary for training.
7. Evidence of professionalism and maturity.

8. Recent resume or curriculum vitae.

9. The quality of the personal interview and the applicant’s clarity on articulating their professional goals and work experience.

Please specify in your written documents that you are applying to the Master of Science in Counselor Education, Clinical Mental Health Counseling Major, College of Education.

Special Student Status

Students who have not been officially admitted into the program may enroll for a maximum of 12 credits as a "Special Student." However, upon admissions into the program, students should meet with their advisor and must file an "Inclusion/Exclusion Form" with the Registrar's Office in order for these credits to be counted toward the degree requirements.

Students with Disabilities

Students with disabilities who will need auxiliary aids or services to fully participate in the educational program should register with the Office of Disability Services prior to the beginning of the first term for which assistance is requested. Students shall be requested to provide current, appropriate documentation of their impairment or disability. Upon appropriate certification, the Office of Disability Services will provide the required services.

Academic Advisement

Students should meet regularly with their Advisor to plan their academic coursework.

Graduation Requirements

Students must have a grade point average of 3.0 or higher, must obtain a grade of “B” or higher in the Practicum and Internship, and may have no more than 2 grades below a C in any program courses.

Financial Aid

A limited number of scholarships and graduate assistantships are available in the Department and in other divisions in the School of Education and the university. Anyone interested in financial aid or in being considered for graduate assistantship should submit an application to the Financial Aid Office and contact the Office of Graduate Studies and Research in the College of Education.
## CLINICAL MENTAL HEALTH COUNSELING MAJOR CURRICULUM

<table>
<thead>
<tr>
<th>Counseling Core (25 credits)</th>
<th>Credits</th>
<th>Hours</th>
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<tbody>
<tr>
<td>EDP 6277 Human Development: Across the Lifespan</td>
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<td>3</td>
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<tr>
<td>MHS 5400 Counseling Skills and Techniques</td>
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<td>MHS 6802 Personality Theories</td>
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<td>MHS 5350 Educational &amp; Vocational Counseling</td>
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<td>MHS 6428 Cross Cultural Counseling</td>
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<td>SDS 5460 Crisis Counseling and Intervention</td>
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<td>SDS 6411 Counseling Children and Adolescents</td>
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<td>MHS 6511 Group Counseling</td>
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<td>MHS 6700 Ethical, Legal &amp; Professional Issues in Counseling</td>
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<tr>
<th>Measurement &amp; Research (6 credits)</th>
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<tbody>
<tr>
<td>EDF 5481 Foundations of Educational Research</td>
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<tr>
<td>MHS 6200 Measurement &amp; Appraisal in Counseling</td>
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<tr>
<th>Specialization (18 credits)</th>
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<tr>
<td>MHS 6020 Foundations of Mental Health</td>
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<tr>
<td>MHS 6411 Counseling &amp; Consultation in Community Setting</td>
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<tr>
<td>MHS 6427 Adult Psychopathology</td>
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<td>3</td>
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<td>MHS 6470 Human Sexuality Counseling</td>
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<tr>
<td>MHS 6450 Substance Abuse Counseling</td>
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<tr>
<th>Clinical Experiences (12 credits)</th>
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<tr>
<td>MHS 6800 Advanced Practicum in Counseling</td>
<td></td>
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<tr>
<td>MHS 6820 Supervised Field Experience in Counseling</td>
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**TOTAL**  

**60**

**Field Experience**

The prospective student should be advised that a substantial amount of time is spent in fieldwork to meet practicum and internship requirements. The practicum (MHS 6800) requirement is the equivalent of 25 hours a week spent in a field placement during one academic semester (for a total of 400 hours). The internship (MHS 6820) is the equivalent of a full-time work (five days per week) experience for the period of one academic semester (for a total of 600 hours). Since many of the Field Experience sites provide evening and weekend programs, in addition to those offered during business hours, students may be able to maintain part time employment.
Field Experience Application Deadlines

Students are advised that the deadlines for filing an application for a Clinical Mental Health Counseling field experience (MHS 6800 and MHS 6820) are March 1 for a Fall semester placement and October 1 for a Spring semester placement. Summer semester placements are also available and students may stay at the same field experience site or try a different site during the two-semester period. Applications are available in the Office of Student Teaching or from the Counselor Education Programs Clinical Director. Students must have completed the majority of their coursework (to include the following courses) prior to enrolling in MHS 6800—the practicum that precedes the internship: MHS 5400, MHS 6700, MHS 6802, MHS 6511, MHS 5350, MHS 6428, SDS 6411, SDS 5460, MHS 6450, MHS 6427, and MHS 6020. Students must have completed all course work prior to enrolling in MHS 6820—the internship. All students must have the approval of their advisor to enroll in the field experiences.
In an effort to develop a program that is responsive to student and community needs, we are asking you to respond to the following questions. The information gathered from these responses will be used in making decisions concerning your educational program. The information will be viewed only by those who need it to help in discussions with you. Thank you for your cooperation.

1. Please write a brief autobiography. Reflect upon significant events having an impact upon your development. (Use additional space if necessary).

2. List sequentially the major vocational aspirations you have seriously considered up to this point in your lifetime.

3. If your career develops as you would like, what do you expect to be doing five years from now?
4. Discuss the significant education, work and community experiences in which you have participated.

5. Identify and outline briefly some social issue or problem which most concerns you at the present time.

6. If you are not selected for this program, what will you do?

7. Other pertinent information:

Please Return Form To:
Office of Graduate Admissions
Modesto Maidique Campus, PC 230
Miami, Florida 33199
____________________________ has applied for graduate study in _____________. Please help us gather information which will aid in the evaluation of this candidate. To gain the information for making a decision advantageous to all, we ask you to respond to the following:

1. Briefly evaluate this candidate's ability to interact with others (peers, fellow workers, and children). Please speak to specific strengths and weaknesses.

_________________________________________________________________
_________________________________________________________________
_________________________________________________________________

2. Please evaluate the candidate's ability to integrate and use new information academically, socially and professionally.

_________________________________________________________________
_________________________________________________________________
_________________________________________________________________

3. Please list the candidate's three strongest assets as you see them.

_________________________________________________________________
_________________________________________________________________
_________________________________________________________________

4. Please list three areas in which the applicant needs further development.

_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
5. Do you think the candidate's grades are a reliable index of his/her ability? Yes____ No____. If your answer is no, please provide a brief explanation.

_________________________________________________________________
_________________________________________________________________
_________________________________________________________________

6. Scholastic Evaluation: In comparison with others students in the same field with the same amount of experience and training, how would you rate this candidate?

____________________ Outstanding (Upper 5%)
____________________ Very Good (Next 10%)
____________________ Good (Upper 25%)
____________________ Average (Upper 50%)
____________________ Below Average
____________________ Unable to Rate

7. Please supply any additional information you believe would be helpful in making an admissions decision.

_________________________________________________________________
_________________________________________________________________
_________________________________________________________________

8. ____ I strongly recommend this candidate for graduate studies.
    ____ I recommend this candidate for graduate studies.
    ____ I recommend this candidate for graduate studies with reservations.
    ____ I cannot recommend this candidate for graduate studies. (If this statement is checked, please explain why).

Type or Print Name ________________________________ Date ________
Signature________________________________________________________
Position_________________________________________________________
Organization_____________________________________________________
Address___________________________________________________
Phone____________________________________________________________

Please Return Form To:
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Modesto Maidique Campus, PC 230
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CONFIDENTIAL

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Signature________________________________________________________
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CONFIDENTIAL

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