Dear Counselor Education Applicant,

Thank you for your interest in the Master of Science in Counselor Education, Rehabilitation Counseling Track, at Florida International University. In this packet, you will find information about program admissions, curriculum, and other degree requirements. Please read the information carefully. Please contact the Graduate Admissions Office at (305) 348-7442 for a graduate admissions application which must be completed and returned to them with an application fee. The practicing counselor has a significant impact on individuals from diverse backgrounds in a variety of settings. Our profession also offers excellent opportunities for professional personal growth. Our nationally accredited counselor education program trains counselors to meet the challenges involved in working in a multi-cultural urban environment.

Three letters of recommendation, an autobiographical statement, and an interview with the Admissions Committee are also required for admissions. Please submit these documents to the Office of Graduate Admissions, Modesto Maidique Campus, PC 230, Miami, Florida 33199. For information regarding the status of your admissions file, please contact the Department at (305) 348-3418. Admission files are reviewed by the Admissions Committee upon receipt of all admissions requirements. You will be contacted to schedule a personal interview. If you need further information about the program, please contact Dr. Russell, Program Coordinator, Rehabilitation Counseling, at 305-348-3865 (email, verussel@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,

Valerie Russell Ph.D.
Program Coordinator, Rehabilitation Counseling

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Program Coordinator, Rehabilitation Counseling
Rehabilitation counselors (RCs) in public and private sectors assist persons with disabilities in all age groups become productive citizens and or improve the quality of their lives. RCs provide a variety of services that include, but may not be limited to (a) individual personal adjustment counseling, (b) family counseling and consultation, (c) medical and psychological consultation and purchase of service, (d) educational and vocational career guidance and counseling services, (e) coordination of services and case management, (h) group counseling, (i) job analysis, job development, and job placement, (j) vocational assessment and disability evaluation and, (k) advocacy.

The rehabilitation counseling track for the M.S. in Counselor Education is designed to prepare RC professionals to serve persons with disabilities and provide them with the services cited above. RCs may work in a variety of settings, including State Vocational Rehabilitation agencies, Independent Living Centers, Community Rehabilitation Programs, Alcohol and Drug Programs, Mental Health Centers, Insurance Companies, Schools (Pk-higher ed), Private Rehabilitation Companies, and other private non-profit rehabilitation programs (Florida Department of Education, 1997). Many of these settings offer RCs opportunities to specialize in working with individual disability groups such as those with learning disabilities, spinal cord injuries, cerebral palsy, mental illness, substance abuser, epilepsy, etc. Average entry level starting salaries for RCs range from $30,000-35,000 per year or more depending on the setting and the nature of the position.

The Rehabilitation Act of 1998 mandated that RCs be nationally certified. To be eligible for certification, RCs must possess a Masters degree in Rehabilitation Counseling or a Masters degree in Counseling or a related area with specific coursework in rehabilitation counseling. Additionally, throughout the State of Florida, as in other States, there is a shortage of certified RCs with Masters degrees. The Department of Education estimates that 356 counselors will require additional training to be trained by 2014 to work within the public sector. This does not include the need to train entry level counselors to fill new positions or positions in other settings. The Rehabilitation Counseling Track was designed to include the courses and curricular experiences required for National Rehabilitation Counselor Certification (CRC). The faculty have submitted a candidate for accreditation application to become accredited by the Council on Rehabilitation Education (CORE).
PROCEDURES FOR GRADUATE ADMISSIONS IN REHABILITATION COUNSELING

Applying to a graduate program in our department is a two part process. An applicant for a graduate degree must file an application on line with the Office of Graduate Admissions, University Park, PC 230, Miami, Florida 33199, and their number is (305) 348-7442. You will find the application on line at www.fiu.edu under graduate admissions application. The applicant must submit all academic transcripts and pay the appropriate fees.

Applying to the Counselor Education Program: Rehabilitation 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:
   - Academic transcripts (with an upper division GPA of 3.0 or above)
   - 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.
   - An autobiographical sketch including a record of work or volunteer experiences
   - 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 a fall semester admissions, students are advised to submit their applications by April 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 recommendations. 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

3
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 FORWARD 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 3.0 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, Rehabilitation Counseling Track, 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 must file an "Inclusion/Exclusion Form" with the Registrar's Office in order for these credits to be counted toward the degree requirements. Students must see their advisors to complete this form.

**Physically or Psychologically Challenged Students**

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 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.
REHABILITATION COUNSELING TRACK CURRICULUM

DEGREE HOURS: 60 Credits

Counseling Core (30 credits)

EDP 6277  Human Development Across the Lifespan  3
MHS 5400  Counseling Skills and Techniques  3
MHS 5350  Educational/Vocational Counseling  3
MHS 6802  Personality Theories  3
MHS 6411  Advanced Counseling and Consultation in Mental Health Settings  3
MHS 6700  Ethical, Legal, and Professional Issues in Counseling  3
MHS 6428  Cross-Cultural Counseling  3
MHS 6511  Group Counseling  3
MHS 6427  Adult Psychopathology  3
MHS 6470  Human Sexuality Counseling  3

Specialization (12 credits)

RCS 6031  Rehabilitation Counseling: Principles and Practices 3
RCS 6625  Service Delivery and Case Management in Rehabilitation  3
RCS 6245  Psychological/Sociological Aspects of Disability  3
RCS 6080  Medical Aspects of Disability  3

Measurement and Research (6 credits)

EDF 5481  Analysis and Application of Educational Research  3
MHS 6200  Measurement and Appraisal in Counseling  3

Clinical Studies (12 credits)

RCS 6801  Advanced Practicum in Counseling  3
RCS 6821  Supervised Field Experience in Counseling  9

Field Experiences

The prospective student should be advised that a substantial amount of time is spent in fieldwork to meet practicum and internship requirements. The practicum (RCS 6801) requirement is the equivalent of one work day per week spent in a field placement during one academic semester (for a total of 105 hours). The internship (RCS 6821) 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). The student should plan for this fieldwork to be during the day, rather than during evening hours, as the field experiences must be completed in a rehabilitation setting.

Field Experience Application Deadlines

Students are advised that the deadlines for filing an application for a Rehabilitation Counseling field experience (RCS 6801 and RCS 6821) are March 1 for a Fall semester placement and
October 1 for a Spring semester placement. Summer semester placements are also possible 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 RCS 6801—the practicum that precedes the internship: MHS 5400, MHS 6802, MHS 6428, MHS 5350, MHS 6511, MHS 6700, MHS 6427, RCS 6031, RCS 6625, RCS 6245, and RCS 6080. Students must have completed all course work prior to enrolling in RCS 6821—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.

_________________________________________________________________
_________________________________________________________________
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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 (Upper 50%)
_______________ 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__________________________________________________________________

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CONFIDENTIAL

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Position_________________________________________________________________
Organization______________________________________________
Address_________________________________________________________________
Phone__________________________________________________________________
CONFIDENTIAL

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