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| For Academic Affairs and Research Use Only |
| Proposal Number |  |
| CIP Code:  |  |
| Degree Code: |  |

**Program Modification Form**

**[ ] Undergraduate Curriculum Council**

**[X] Graduate Council**

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| --- |
| **Modification Type: [X]Admissions, [ ]Curricular Sequence, or [ ]Other**  |

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

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| Wayne Wilkinson | 10/27/2020 |

**Department Curriculum Committee Chair** |

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**COPE Chair (if applicable)** |
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| Kris Biondolillo | 10/27/2020 |

**Department Chair**  |

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**Head of Unit (if applicable)**   |
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| Wayne Wilkinson | 10/30/2020 |

**College Curriculum Committee Chair** |

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**Undergraduate Curriculum Council Chair** |
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**Director of Assessment** *(only for changes impacting assessment)* |

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**Graduate Curriculum Committee Chair** |
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| Mary Jane Bradley  | 11/3/2020 |

**College Dean** |

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**Vice Chancellor for Academic Affairs** |
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**General Education Committee Chair (if applicable)**   |  |

1. **Contact Person** (Name, Email Address, Phone Number)

Asher Pimpleton-Gray, apimpleton@astate.edu, (870) 680-8410

1. **Proposed Change** (for undergraduate curricular changes please provide an 8-semester plan (appendix A), if applicable)

The Clinical Mental Health Counseling program currently requires GRE scores from applicants as a part of the admissions process. Clinical Mental Health Counseling program faculty would like to no longer require GRE scores as a part of the admissions process.

1. **Effective Date**

10/7/2020

1. **Justification –** *Please provide details as to why this change is necessary.*

The Clinical Mental Health Counseling faculty would like to make this change in an effort to remove the financial barrier(s) associated with taking this exam, which has served as a roadblock for some potential program applicants. The CMHC faculty have personally known high-performing students who were extremely interested in applying for the Ed.S. in Clinical Mental Health Counseling, but were unable to do so due to the registration fee(s) for the GRE. By removing this as an entrance requirement, it is our belief that we will simultaneously diversify our applicant pool in a number of ways. In addition, the GRE is not required by the Council for Accreditation of Counseling and Related Educational Programs (CACREP). Faculty will still closely review and consider other components of the program application, such as grade point average, personal statement, letters of recommendation and interviews.

**Bulletin Changes**

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| **Instructions**  |
| **Please visit** [**http://www.astate.edu/a/registrar/students/bulletins/index.dot**](http://www.astate.edu/a/registrar/students/bulletins/index.dot) **and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Please include a before (with changed areas highlighted) and after of all affected sections.** **\*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**  |

Paste bulletin pages here...

Program of Study for the Specialist in Education Degree

in Psychology and Counseling

Page 85:

**PURPOSE OF THE DEGREE**

The Specialist in Education degree (Ed.S.) with a major in Psychology and Counseling offers a planned program of studies designed to lead to state licensure in counseling and school psychology. A Flexible Options Track is also available. Information about requirements for licensure can be obtained from the Arkansas Board of Examiners in Counseling, the Arkansas Department of Education, and from the Program Coordinators in the Department of Psychology and Counseling. The design of each can­didate’s program is based on that student’s previous academic preparation, professional experiences, and career aspirations.

**NOTE:** Enrollment in 7000-level courses with **COUN** and **PSY** prefixes requires admission to the Ed.S. in Psychology and Counseling, unconditional admission to another university’s ac­credited post-master degree program with a major in psychology or counseling, or (with permission) admission to the Ed.S. in Educational Leadership, or the Ed.D. in Educational Leadership.

**ADMISSION TO THE SPECIALIST DEGREE PROGRAMS**

Applicants to the Specialist in Education degree program in Educational Leadership must hold an earned master’s degree from an accredited institution. Applicants to the Specialist in Education in Psychology and Counseling must hold either an earned bachelor’s or an earned master’s degree from an accredited institution. Applicants must submit the following to Graduate Admissions:

1. A completed application for admission. Applicants are encouraged to submit the ap­plication before May 1 to be eligible for the following summer; before August 1 to be eligible to enter the following fall semester; and before December 1 to be eligible to enter the following spring semester.

2. A $30 nonrefundable application fee. Checks must be made payable to Arkansas State University. If applications are received without payment, Graduate Admissions will hold all application materials and notify the applicants that no action will be taken until payment is received.

3. One copy of official transcripts of all previous undergraduate and graduate coursework attempted to be sent directly from the institution(s) previously attended.

4. Official report of a score, obtained within the last five years, on the Graduate Record Examination (Required for Ed.S. School Psychology track ~~and Counseling~~ only).

5. Please see program sections under the College of Education and Behavioral Science portion of this Bulletin for specific requirements or online at http://www.astate.edu/ education.

**PROGRAM ADMISSION PROCEDURES**

1. Contact Graduate Admissions for an application materials packet.

2. Submit to Graduate Admissions all application materials, including:

a. Completed Graduate Admissions application form with specified application fee, proof of immunization for mumps, measles and rubella, selective service status form, and separate official transcripts of all undergraduate and graduate work from all colleges and universities attended.

b. Official report of scores, obtained within the last five (5) years, on the Graduate Record Examination (GRE) for Verbal and Quantitative sections (Required for Ed.S.School Psychology track only). .

c. A typed statement of personal, educational, and career goals and aspirations; personal perception of influences on the applicant’s choice of training in the areas of psychology and/or counseling; and personal view of the role and value of the chosen area of training.

**Page 86:**

d. Four letters of appraisal and recommendation from persons qualified to speak with authority about the applicant’s professional abilities and personal charac­teristics. At least two of these letters must come from faculty in the applicant’s most recent academic program of study. When the applicant has not completed that program of study, a statement of status in that program also is required. Note: Applicants to the school psychology track must have their references complete the A-State School Psychology Application Evaluation form rather than letters. This form is available as a download on the A-State Department of Psychology and Counseling School Psychology webpage.

e. Applicants to the school psychology track must provide verification of clearance of the Arkansas Child Maltreatment Central Registry Check.

3. Graduate Admissions reviews the application file and, if applicant qualifies for admis­sion to Graduate Programs, forwards the file (including all materials listed above) to the appropriate Program Coordinator in the Department of Psychology and Counseling.

4. The appropriate Ed.S. Program Committee reviews the application file. This committee evaluates all materials submitted by the applicant and decides whether the applicant has the essential qualities to warrant an interview with the Committee.

5. Applicants who qualify for an interview appear before the Committee, which then decides whether the applicant meets program requirements and expectations. If an applicant is approved for admission to the program, the committee sets any conditions of admission and appoints an academic adviser.

**NOTE:** The school psychology track only accepts students in the fall semester of each semester of each academic year. Therefore, individuals who are applying for acceptance into the school psychology track of the program must submit their entire application to Graduate Admissions by February 15.

The clinical mental health counseling track admits students by cohorts during the fall and spring semesters. Each student is required to commit to a full-time or part-time program of study determined in consultation with an assigned advisor at the time of enrollment. Deadlines for application materials are April 15th for the fall semester and October 1st for the spring semester.

**PROGRAM ADMISSION REQUIREMENTS**

To be considered for admission to the Ed.S. Program in Psychology and Counseling, applicants must hold an earned bachelor’s or master’s degree from an accredited institution and present evidence of qualities consistent with those required for effective practice in the chosen area of study. The written statement prepared by the applicant, combined with letters from references and the personal interview, will be used as the basis for committee members’ judgment of the applicant’s personal and interper­sonal qualities. All persons admitted to the program are required to meet the same standard in regard to these qualities. Applicants also must present evidence of potential ability to perform academic work at the advanced graduate level. Standardized test proficiency and past grade performance provide the primary data for judging academic ability; other indicators, such as quality of writing in the applicant’s prepared statement and faculty references, also will be considered. Based on the combination of test proficiency and past academic performance, an applicant may qualify for either unconditional or con­ditional admission status.

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**MENTAL HEALTH COUNSELING**

**Unconditional Admission Status. Academic pro**fi**ciency for unconditional admission may be established through satisfaction of either of the following criteria:**

a. A minimum cumulative undergraduate grade point average of 3.00 (or 3.25 on the last 60 hours of undergraduate work) ~~and a minimum cumulative score of 290 on the com­bined verbal and quantitative sections of the GRE~~.

b. Unconditional admission to Graduate Programs and ~~a cumulative score of at least 290 on the combined verbal and quantitative sections of the GRE and~~ a minimum cumulative graduate grade point average of 3.25 on 12 or more hours with no grade less than a “B.”

**Conditional Admission Status.** Academic proficiency for conditional admission may be established through satisfaction of either of the following criteria:

a. A minimum cumulative undergraduate grade point average of 2.75 (or 3.00 on the last 60 hours of undergraduate work) ~~and a cumulative score of at least 290 on the com­bined verbal and quantitative sections of the GRE.~~

b. Unconditional admission to Graduate Programs and a minimum cumulative graduate grade point average of 3.00 on 12 or more semester hours with no more than one course with a grade of “C” and no grade less than a “C.” ~~GRE scores may be required~~.

**ELIGIBILITY TO CONTINUE IN THE ED.S. PROGRAM**

Students admitted in Conditional status must earn a cumulative grade point average of at least 3.25 on the next 12 hours of course requirements and have no grade less than “B” in any course in order to advance to Unconditional status. Students who fail to remove Conditional status in this man­ner will be dropped from the Ed.S. Program in Psychology and Counseling. Retention checkpoints for students admitted to the Ed.S. Program in Psychology and Counseling include the following:

1. **Annual Review:** In addition to the academic standards for continuing enrollment, all students admitted to the Ed.S. Program will be subject to annual review by the ap­propriate Committee. This annual review will be conducted at some time during the spring semester. At this review, the Committee will assess current evidence of each student’s personal and interpersonal qualities deemed essential for the chosen area of study. The Committee also will assess overall quality of academic performance, and any student having earned a grade of “C” in any course will come under close scrutiny. Outcomes at each review may be approval for unrestricted continuation in the program, approval for continuation in the program with specified contingencies, suspension from the program with specified contingencies, suspension from the pro­gram with specified contingencies for re-admission, or removal from the program.

2. **Admission to Candidacy:** Students who have attained Unconditional Status and completed

 12 to 42 hours of required courses in the Ed.S. Program in Psychology and Counseling must

 file for candidacy status in compliance with Graduate Programs policy.

**Revisions**

Program of Study for the Specialist in Education Degree

in Psychology and Counseling

Page 85:

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 perception of influences on the applicant’s choice of training in the areas of psychology

 and/or counseling; and personal view of the role and value of the chosen area of training.

**Page 86**

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**MENTAL HEALTH COUNSELING**

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a. A minimum cumulative undergraduate grade point average of 3.00 (or 3.25 on the last 60 hours of undergraduate work).

b. Unconditional admission to Graduate Programs, a minimum cumulative graduate grade point average of 3.25 on 12 or more hours with no grade less than a “B.”

**Page 86:**

**Conditional Admission Status.** Academic proficiency for conditional admission may be established through satisfaction of either of the following criteria:

a. A minimum cumulative undergraduate grade point average of 2.75 (or 3.00 on the last 60 hours of undergraduate work).

b. Unconditional admission to Graduate Programs and a minimum cumulative graduate grade point average of 3.00 on 12 or more semester hours with no more than one course with a grade of “C” and no grade less than a “C.”

**ELIGIBILITY TO CONTINUE IN THE ED.S. PROGRAM**

Students admitted in Conditional status must earn a cumulative grade point average of at least 3.25 on the next 12 hours of course requirements and have no grade less than “B” in any course in order to advance to Unconditional status. Students who fail to remove Conditional status in this man­ner will be dropped from the Ed.S. Program in Psychology and Counseling. Retention checkpoints for students admitted to the Ed.S. Program in Psychology and Counseling include the following:

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2. **Admission to Candidacy:** Students who have attained Unconditional Status and completed

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 file for candidacy status in compliance with Graduate Programs policy.

**Appendix A, 8-Semester Plan**

(**Referenced in #2** - **Undergraduate Proposals Only)**

*Instructions: Please identify new courses in italics*.

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| **Arkansas State University-Jonesboro****Degree:****Major:****Year:** |
| Students requiring developmental course work based on low entrance exam scores (ACT, SAT, ASSET, COMPASS) may not be able to complete this program of study in eight (8) semesters. Developmental courses do not count toward total degree hours. **Students having completed college level courses prior to enrollment will be assisted by their advisor in making appropriate substitutions. In most cases, general education courses may be interchanged between semesters.** A minimum of 45 hours of upper division credit (3000-4000 level) is required for this degree. |
| **Year 1** |  | **Year 1** |
| **Fall Semester** |  | **Spring Semester** |
| **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |  | **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |
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| **Year 2** |  | **Year 2** |
| **Fall Semester** |  | **Spring Semester** |
| **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |  | **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |
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| **Year 3** |  | **Year 3** |
| **Fall Semester** |  | **Spring Semester** |
| **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |  | **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |
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| **Year 4** |  | **Year 4** |
| **Fall Semester** |  | **Spring Semester** |
| **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |  | **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |
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| **Total Hours** |  |  |  |  | **Total Hours** |  |  |  |
| **Total Jr/Sr Hours \_\_\_ Total Degree Hours \_\_\_** |
| **Graduation Requirements:** |