



**EASTERN MICHIGAN UNIVERSITY  
COLLEGE OF EDUCATION**

**POST-MASTER'S CERTIFICATE PROGRAM FOR SCHOOL COUNSELOR LICENSURE**

The Department of Leadership and Counseling offers a post-master's certificate program in school counseling. This program is designed for individuals who already possess a master's degree in counseling (e.g., community counseling, college counseling, etc.) and who wish to enter the field of school counseling. The Post-Master's Certificate Program for School Counselor Licensure is a 12-30 semester-hour program that provides competencies and proficiencies for entry-level positions as school counselors in elementary, middle/junior high, secondary, and adult education settings. Upon completion of the certificate program, students are eligible to apply for K-12 school counselor license issued by the Michigan Department of Education. Candidates selected for this program are expected to make a major commitment to their graduate training and to enroll in coursework on a regular basis. The program includes a 300-600 clock-hour supervised counseling internship experience. The program does not meet the academic and internship requirements for limited licensure as a professional counselor (LLPC) in the State of Michigan and cannot be used to supplement a previous master's degree to become eligible for the LLPC. Information on requirements to become eligible for licensure as a professional counselor is available in the Student Handbook for Counseling Programs.

**Admission applications are processed in order for candidates to begin studies in the Winter, Spring, Summer and Fall. To be considered for the admission process, a completed application including transcripts, statement of intent, resume, recommendations and other assessment(s) that may be necessary must be submitted to Graduate Admissions, P.O. Box 970, Eastern Michigan University Ypsilanti, MI 48197 by:**

- **February 10<sup>th</sup> for Spring admission**
- **March 1<sup>st</sup> for Summer admission**
- **May 15<sup>th</sup> for Fall admission**
- **September 15<sup>th</sup> for Winter admission**

## Admission Requirements

EMU will admit a maximum of 20 students per year to this post-master's certificate program. Applicants will be considered on a competitive basis, with the following criteria representing minimum requirements for admission. All admission materials, both graduate school and certificate program, are submitted through the Graduate Admissions Office. To be considered for admission, candidates must provide evidence of each of the following criteria:

1. Applicants must have graduated from a regionally accredited institution of higher education with a master's degree in counseling within the past 15 years. The practicum course (COUN 686 or equivalent) must have been taken during master's degree program. Fieldwork does not substitute for practicum.
2. Evidence of academic aptitude for continued graduate-level study as evidenced by a graduate grade-point average of a 3.3 on their previously completed advanced degree.
3. International students must meet the following additional criteria:
  - a. An official score report from either the Test of English as a Foreign Language (TOEFL) or the Michigan English Language Assessment Battery (MELAB) must be sent by the testing service directly to the University. Student copies will not be accepted. Contact the testing service for more information. A conditional admission may be available to those students falling just below the minimum score requirements.
4. **Statement of Intent:** A one-page narrative statement focusing on the applicant's motivation and rationale for seeking admission to the program as well as his or her background and goals related to professional studies.
5. **Résumé:** A focused summary of program relevant educational, career, and/or life experiences.
6. **Experience:** A minimum of two (2) years of documented work experience, the majority of which involves working with school-aged (K-12) children or adolescents. This experience may consist of paid, professional roles or structured volunteer experiences in organized work settings and should represent the equivalent of at least 2 years of full-time work. The experience should be focused on improving the mental health, behavior, academic success or social skills of the children. Activities such as parenting, babysitting and day care do not qualify.
7. **Three Recommendations:** These must be completed on recommendation rating forms available from the Department of Leadership and Counseling. They should be completed by professionals with knowledge of the applicant's suitability for graduate work (e.g., supervisors or undergraduate professors) and suitability to the profession of school counseling.

Each applicant will receive a rating on the following criteria: academic potential based on grade-point average; the quality, extensiveness and relevance of career/life/educational experiences to the field of school counseling; professional goals/objectives; and recommendations. Based on these ratings, applicants may move to the second phase of the process.

Applicants admitted to the second phase of the selection process may be invited to campus to participate in a personal interview. They will also receive information about programs of study and faculty expectations. Applicants may be asked to submit additional materials at this time. Based on evaluation of all materials and the interviews, admissions decisions will be made.

Admission Requirements (continued)

Program advisers will be assigned after students have been admitted to the School Counseling Certificate Program. The adviser will assist the student in developing the program of study that is required for full admission to the post-master's certificate program for school counselor licensure. All courses and subsequent changes must be approved by the adviser. Transfer credit can be used toward graduation only if it has been reviewed and accepted by the student's adviser and is within Graduate School guidelines. The certificate program must be **completed within a three-year period**.

Persons desiring further clarification of admission requirements should check the *Graduate Catalog*. Requests for specific information should be sent to:

Suzanne Dugger, Department of Leadership and Counseling, Eastern Michigan University, John W. Porter Building, Suite 304, Ypsilanti, Michigan 48197, (734) 487-0255.

**CURRICULUM ~ POST-MASTER'S CERTIFICATE PROGRAM  
FOR SCHOOL COUNSELOR LICENSURE**

**(15-33 semester hours)**

The following outline describes the general program requirements leading to the master's degree in school counseling.\*

**Unmet Undergraduate Prerequisites (0-9 Required Semester Hours)**

9 semester hours of undergraduate social science coursework to be remediated at the graduate level. These credits must include coursework comparable to the following:

EDPS 600	Human Development	2
SOFD 550	Philosophy of Education	2
or		
SOFD 572	History of American Education	2
Elective Course(s) to be approved by adviser		3

**Unmet Graduate Level Prerequisite or Co-Requisite Coursework (0-9 Required Semester Hours)**

If the student has not already completed the following coursework, the following classes must also be taken as part this post-master's certificate program.

COUN 508	Theories of Counseling	3
COUN 571	Cross Cultural Counseling	3
COUN 622	Diagnosis and Treatment Planning	3

**Required Coursework (15-17 Required Semester Hours)**

COUN 612	The School Counselor	2
COUN 650	Organization and Administration of School Counseling Services	2
COUN 651	Counseling with Children	3
COUN 696	Professional Issues and Ethics in School Counseling	2
COUN 786-9	Counseling Internship*	2-4
Elective(s) to be approved by adviser		4

\*For candidates who have already completed a 600-hour internship as part of their previous master's degree through a CACREP-accredited program, only 300 hours of internship in a school setting will be required.

\*Please check the Graduate School Catalog for a listing of course descriptions and prerequisites.