

## **Requirements for Admission for Graduate Study in the Counselor Education Program**

Students must complete the following prior to admission to graduate study:

1. Submit a graduate application form and application fee to the Admissions Office.
2. Hold a bachelor's degree or higher from an institution that meets the general admission requirements for graduate study at UNA.
3. Submit official transcripts of all undergraduate and graduate credit from each institution previously attended to the Admissions Office.
4. Submit satisfactory test scores on either the Graduate Record Examination (GRE) or the Miller Analogies Test (MAT). Students with less than a 3.0 GPA, 388 MAT, or 146V and 140Q GRE score may be admitted based on a sliding scale that includes both grades and MAT or GRE scores. Test scores are not required if applicant has a previous master's degree.
5. Submit three "Recommendation for Admission" forms completed by supervisors or instructors. These forms are available as a link on the Counselor Education webpage or by contacting Paula Hailey, at [pbhailey@una.edu](mailto:pbhailey@una.edu). Letters of recommendation are not acceptable.
6. Submit a resume' including educational background, a record of employment and volunteer activities.
7. Students applying for the M.A. in Education (Track 1-School Counseling) Program must also submit a photocopy of their Alabama Class B Professional Teaching Certificate, and the Supplement EXP to show verification of two years of successful teaching experience.
8. Students applying for the M.A. in Education (Track 2-School Counseling) must also complete the following: have a minimum 2.75 cumulative undergraduate GPA; if prior graduate coursework, a minimum 3.65 cumulative graduate GPA; a passing score on the PRAXIS I Core Academic Skills for Educators (Code 5751); and successful completion of the ASBI/FBI background check required of school personnel in Alabama.
9. Students wishing to apply for admission to the Counselor Education Program must have an application, all transcripts, and all other credentials on file with the Office of Graduate Admissions at least four weeks prior to the semester of enrollment desired.
10. All applicants must successfully complete a formal interview with members of the counselor education faculty. After submission of the items listed above, an interview will be arranged by Paula Hailey, Administrative Assistant for the Department of Counselor Education.