

Admission Materials Checklist for Ph.D. in Counseling Program

Primary Materials:

- _____ 1. **Graduate Application** (<http://www.fau.edu/graduate>)
- _____ 2. **Application Fee** (payable online)
- _____ 3. **Official transcripts** from all undergraduate and graduate programs
- _____ 4. **Official scores on the GRE** which include Verbal, Quantitative and the (new) Analytic section. Scores may not be more than five years old. *Note: Transmit scores to Florida Atlantic University institution code of 5229. Official scores can take up to 2 weeks to be submitted. Plan accordingly to ensure they are received by the application deadline.*
- _____ 5. **Official test scores on the Test of English as a Foreign Language (TOEFL)** (International students only)

Supplementary Materials:

- _____ 1. **Copy of current state licensure** in Counseling *OR* **Certification** in School Counseling
- _____ 2. **Professional resume or vita**
- _____ 3. **Personal essay** indicating the applicant's (1) personal and professional background, (2) reasons for wanting to pursue a PHD in Counseling at Florida Atlantic University, (3) ten year career goals and aspirations, and (4) previous research experience and current research interests.
- _____ 3. **Three letters of recommendation on professional letterhead** from faculty advisors, clinical supervisors, research supervisors, or other professional mentors which must address all three of the following areas: (1) their evaluation of applicant's capacity to complete a research-based Ph.D. program, (2) their evaluation of applicant's potential for leadership in the counseling field, and (3) their evaluation of applicant's experience and/or potential in research. *Note: Our department does **not** accept the "Letter of Recommendation Form" in lieu of a letter.*

All items must be submitted through the Graduate College's GradCas portal.

<https://gradcas.liaisoncas.org/apply/>

Fall admission: November 1 (priority admission), November 15 (all other admission)

No spring or summer acceptance.

For more information, please contact the Department of Counselor Education at 561.297.3602.