

Admission Materials Checklist for M.Ed. Programs

Clinical Mental Health Counseling, Clinical Rehabilitation Counseling, and School Counseling

Materials to be sent directly to the Graduate Admissions Office:

- _____ 1. **Graduate Application Form** (online: <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. Although the GRE is required, there are no minimum sub-score requirements. Scores may not be more than five years old. *Note: 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)

Materials to be mailed directly to the Department of Counselor Education:

- _____ 1. **Professional resume**
- _____ 2. **Statement of objectives** detailing why the applicant is interested in the program and the chosen field of counseling, as well as identifying any future professional aspirations. This statement should be 2-3 pages.
- _____ 3. **Three letters of recommendation** attesting to the student's suitability for graduate study and entry into the field of professional counseling. These letters must be signed and written on professional letterhead. Each reference must mail the original directly to our department in a sealed envelope. *Note: Our department does **not** accept the "Letter of Recommendation Form" in lieu of a personal letter.*

The professional resume, statement of objectives, and three letters of recommendation must be sent to the mailing address below:

Department of Counselor Education
Florida Atlantic University
COE 47, Room 270
777 Glades Road
Boca Raton, FL 33431-0991

Please remember all materials must be submitted to the appropriate department by the following M.Ed. application deadlines:

- Fall admission: Jan. 15th (domestic and international students)
 - Spring admission: Sept. 15th (domestic students) or July 1st (international students)
- No summer acceptance.*

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