



California State University, Sacramento
 Department of Special Education, Rehabilitation, School Psychology, & Deaf Studies
 6000 J Street • Eureka Hall 316 • Sacramento, CA 95819-6079
 (916) 278-6622 • (916) 278-3498 FAX
<http://edweb.csus.edu/eds>

SCHOOL PSYCHOLOGY PROGRAM APPLICATION

APPLYING FOR: FALL 2012

APPLICATION DEADLINE: *March 1, 2012*

Application and Procedures For Admission into the School Psychology Credential Master of Arts in Education (School Psychology), and Specialist in Education (Ed.S.) in School Psychology Programs

I. REQUIREMENTS OF STUDENTS NEW TO THE UNIVERSITY

All students seeking admission to the School Psychology program must apply for admission into the university as well as applying to the School Psychology training program. The California State University Graduate Application for Admission (referred to as the university application) must be submitted to the Sacramento State Graduate Center ***before March 1, 2012***. The application to the university is a separate procedure. The university application should be completed online at the following address: www.csumentor.edu

University application codes:
Master's/Major: Education, Special Education (School Psychology)
Degree Objective: MA or Ed.S.
Credential: PPS School Psyc

One official set of ***all transcripts*** (in a sealed envelope) should be mailed directly to the Sacramento State Graduate Studies Office ***by the deadline***:

Office of Graduate Studies
 California State University, Sacramento
 6000 J Street
 River Front Center, #215
 Sacramento, CA 95819-6112
 (916) 278-6470

***All transcripts must be received prior to
 the School Psychology Program admission deadline.***

II. REQUIREMENTS OF ALL APPLICANTS

- A. Hold a bachelor's degree from an accredited institution.
- B. Have attained a grade point average of at least 3.0 (on a 4.0 scale) in the last 60 graded semester (or 90 graded quarter) units attempted.
- C. Have been in good academic standing at the last college attended.
- D. Have completed or be in the process of completing all undergraduate preparation (or equivalent) no later than the semester in which application for classified status is submitted. (Refer to the application form for prerequisites, etc.)
- E. Apply to the University through Graduate Studies.

III. COMPLETION OF SCHOOL PSYCHOLOGY DEPARTMENT APPLICATION

Section A: Personal Data

Provide current address, phone numbers, and email address. If you moving during the application process call (916) 278-6622 with any address and/or phone number changes.

Section B: Preferred Area of Specialization

Mark one only.

The EDS Department also offers an Ed.S. degree. If you are interested in this degree option, please check the "Yes" box.

Section C: Undergraduate Preparation Proof of Completion

Complete this section by indicating your undergraduate degree and the date it was (or will be) awarded. Then indicate the courses or classes that you believe fulfill the CSUS, School Psychology Program prerequisite requirements. Attach transcripts (unofficial transcripts are acceptable) or evidence that you are currently enrolled in these courses. *Your application will not be processed without this information.*

Section D: Additional Requirements

Students interested in the Master of Arts in Education (School Psychology) must apply for Classification into a Master's degree program. Students already attending Sacramento State should fill out the Classification Application (available in either the Department or Graduate Studies office). New incoming students should check Master's degree and credential on the University Application.

ADDITIONAL REQUIREMENTS

California Basic Educational Skills Test (CBEST). Although successful completion of this test is not required for admission into the School Psychology credential program, applicants are required to provide evidence that they are registered to take the exam. Successful completion of the CBEST is required of all credential candidates prior to enrolling in any fieldwork experience and to be fully admitted into the credential program. Students admitted without the CBEST are expected to present a photocopy of test scores to the EDS Department office *within the first semester.* For information about the CBEST, you may pick up a CBEST booklet in Eureka Hall, Rooms 209 or 216, or you may call the Testing Office in Lassen Hall, Room 2302 at (916) 278-6296.

The New GWAR for Graduate Students

Beginning in August 2010, a new Graduation Writing Assessment Requirement (GWAR) specifically for graduate students will be in place. Graduate students will follow a two-step process to meet the GWAR: in the first step, your writing will be assessed to determine your readiness for graduate-level writing tasks. The second step is the completion of the culminating experience.

There will be three methods by which graduate students may take this first step in the graduate GWAR process. Visit <http://www.csus.edu/gradstudies/gwar.html> for details.

Section E: Transcripts

Indicate all universities and colleges attended. The university application requires one set of official (in a sealed envelope) transcripts from *all* colleges or universities. The school psychology department application also requires one set of official transcripts from *all* colleges or universities attended.

Section F: Resume

Complete all applicable sections of this resume that apply to you. Please note that we distinguish between paid and unpaid work experiences, as well as training received both within and outside of academic programs. It is highly recommended that you *also* include your own resume.

Section G: List of References

List the names, titles, organizations, and phone numbers of the three (3) persons from whom you are requesting letters of recommendation. This list enables us to address any questions or concerns that may arise regarding the letters of recommendation that are submitted as a part of the application.

Section H: Written Statement

Please submit an appropriate written statement from one of two required questions. This statement must reflect an understanding of the profession of school psychology and must exemplify strong written communication skills. This statement should be approximately 500 words and must be typed and double-spaced.

Section I: Three Letters of Recommendation (*see cover sheet online*)

Persons writing letters of recommendation should be familiar with your academic work and/or your professional capabilities. Previous and current teachers, instructors, supervisors, and employers are all appropriate. Use the cover sheet for each letter that can be found online.

Section J: Application Checklist (*see checklist online*)

Use this checklist to make sure you are submitting a complete packet. Sign, date, and include it as your cover page to your application. Again, *all documents must be received by the EDS Department office by the March 1st deadline*. It is the applicant's responsibility to ensure all application materials are received on time!

IV. WHERE TO SUBMIT APPLICATION MATERIALS

The complete School Psychology application packet should be submitted to:

California State University, Sacramento
Department of Special Education, Rehabilitation, School Psychology, & Deaf Studies (EDS)
ATTN: GRADUATE ADMISSIONS – SCH PSY
6000 J Street – Eureka Hall 316
Sacramento, CA 95819-6079

The completed application packet includes: application, checklist, essay, one set of official transcripts, photocopies of CBEST test scores or proof of test registration, and three letters of recommendation.

ALL MATERIALS (including Letters of Recommendation) MUST BE RECEIVED BY THE DEADLINE: March 1, 2012 or YOUR APPLICATION WILL BE CONSIDERED INCOMPLETE.

V. SCREENING PROCEDURES

The Office of Graduate Studies (River Front Center, Room 206) does a preliminary check for completion of minimum university requirements. Your University Application for Admission is then forwarded to the Department of Special Education, Rehabilitation, School Psychology, and Deaf Studies. After the posted deadline, department applications are reviewed for completion of all undergraduate preparation, GPA, and applicable test scores. Files are then submitted to a school psychology faculty panel for initial screening. Those applicants who pass the initial screening will be contacted as soon as possible (typically within two (2) weeks) after the deadline regarding a required interview. Applicants will be asked to complete a spontaneous writing sample at the time of the interview. This writing sample will be part of the evidence used to determine if a candidate will be admitted to the Ed.S. in School Psychology program. All students will then be advised, *in writing*, regarding their admission status. This process is usually completed within 8 weeks following the closing date for applications.

Students are *occasionally* admitted *conditionally*, which means that there are certain contingencies that must be met before admission will be permanent (e.g., prerequisites, WPE, CBEST). **The department retains the right to revoke any student's admission if such contingencies are not met within the agreed-upon time frame.**

VI. ACADEMIC ADVISING

Upon admission to the program, you will be assigned to an academic advisor who will guide you through the school psychology program.

VIII. FINANCIAL AID

Applications for financial aid should be completed and submitted online: www.fafsa.ed.gov. *The school code is: 001150.* Financial Aid counselors are available at (916) 278-6554, and are located in Lassen Hall, Room 1006. The School Psychology Program does not handle Financial Aid information. Please note: Students may submit Financial Aid applications prior to being admitted to either the University or the School Psychology Program. Check with the Financial Aid Office for their application deadline date.

CSU, Sacramento
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 School Psychology, and Deaf Studies (EDS)
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 (916) 278-6622

Fall 2012 Term
APPLICATION DEADLINE:
March 1, 2012

SCHOOL PSYCHOLOGY PROGRAM APPLICATION

A. PERSONAL DATA

Name:	Student ID:
Address:	Home Phone () -
City: State: CA Zip:	Work Phone () - ext.
E-mail:	Cell Phone
Any other surnames, hyphenated names, which may appear on any of your records:	
Ethnic Identity (optional): <input type="checkbox"/> African American <input type="checkbox"/> Asian <input type="checkbox"/> Hispanic <input type="checkbox"/> White Non-Hispanic <input type="checkbox"/> Other: _____	
Languages Spoken/Written/Signed:	

B. PREFERRED AREA OF SPECIALIZATION

- Master of Arts in Education (School Psychology), PPS Credential and Ed.S. degree.
- School Psychology (PPS) Credential **only** (no Master's degree) Education Specialist (School Psychology) and Ed.S.(for students who already have a Master's degree)
- School Psychology (PPS) Credential **only** (no Master's degree)

C. PROOF OF COMPLETION OF UNDERGRADUATE PREPARATION

<u>Undergraduate Degree:</u>	
BA/BS Major:	Minor:
Institution and Location:	
Graduation Date:	
<u>Other Degrees Held:</u>	
Degree:	Major:
Institution and Location:	
Graduation Date:	

For each prerequisite requirement, indicate course number (e.g. EDS 140), semester completed (or anticipated date of completion) and where taken. *Transcripts must be included.* Applications will not be processed without this information.

Requirement	Course	Sem/Qtr & Yr.	University
Abnormal Psychology (PSYCH 168)			
Drugs and Behavior (PSYCH 117)			
Educ. of Exceptional Children/Lab (EDS 100A/B)			
Intro to Behavioral Statistics (EDS 140 or equiv.)			
Introduction to Counseling (EDC 170)			
Power, Privilege & Self-Identity (EDC 171)			
Tutoring Children Reading/Practicum (EDTE 103) <i>OR</i> Teaching/tutoring experience deemed equivalent (consult with advisor in school psychology area group)			

D. ADDITIONAL REQUIREMENTS

CALIFORNIA BASIC EDUCATION SKILLS TEST (CBEST)

Required for all school psychology applicants (see important information in Application Procedures).

Check ONE.

- CBEST successfully completed.
Date: _____
(Include photocopy of score report with this application.)
- I am currently registered to take the CBEST on:
Date: _____
(Include photocopy of registration form/e-ticket with this application.)

GRADUATE WRITING PROFICIENCY or EQUIVALENT

Required for all students applying to the MASTER's DEGREE program. (See important information in Application Procedures regarding waivers).

Check ONE.

- Requirement successfully completed at SACRAMENTO STATE.
Course/Exam: _____ Date: _____
- I have completed an equivalent requirement. (Waiver must be attached with supporting evidence as required on the form. Forms are available from the Dept. Office, the Grad. Center, or online.)
Date: _____ Institution: _____ Course/Exam Name: _____
- Not yet completed - I will complete the requirement my first semester in the school psychology program and notify the dept. once completed. Note: You can not be fully classified without passing the requirement.

E. TRANSCRIPTS

List *all* colleges and/or universities attended starting with the most recent. **Include one set of all transcripts** with the departmental application. One set of *official* transcripts should also be mailed directly to Graduate Studies.

University/College	Level (Graduate/Undergraduate)

F. RESUME

Complete all the following sections that apply to you. Please see notes in Application Procedures. *It is highly recommended that you also include a personal resume with your application.*

Licenses/Certificates/Credentials/ Presently Held

Date	Name	Granting Institution/Organization

Related Workshops Attended

Date	Title/Workshop Leader	Brief Description

G. REFERENCES

Please identify *three* individuals from whom we will receive letters of recommendation. *Please use the cover sheet located online.*

Name	Title	Organization/Institution	Phone
			() - x
			() - x
			() - x

H. WRITTEN STATEMENT

Please select ONE of the two questions below and attach a **double-spaced**, type written essay of approximately **500 words/2 pages**. Also be sure to sign and date below. Please remember this statement will be used as part of the evidence (written communication skills) when determining admission to the program.

1. What characteristics do you believe you currently possess that will enable you to succeed in our program and in the field of school psychology?

OR

2. What experiences or factors have led you to your decision to apply to the school psychology program?

Applicant's Signature

Date

GRADUATE WRITING REQUIREMENT

All students admitted to the school psychology program will need to meet the University's graduate writing requirement. By answering the questions below you will be able to determine if this requirement has been met.

1. ___YES ___NO I have previously been awarded a graduate degree (e.g., M.A., M.S., Ph.D., or J.D.) from a US-Accredited University in the English language
2. ___YES ___NO I have been the first author of an English language academic journal article. (If yes please attach a copy of said article to this application.)
3. ___YES ___NO I have graduated with a baccalaureate degree from a US-accredited University with a cumulative GPA of 3.7 or higher.
4. ___YES ___NO I received a 4.5 or higher on the analytical writing portion of the GRE/GMAT (If yes please attach verification of said score)
5. ___YES ___NO I have been the Instructor of record of a college-level writing course taught in the English language at a US-accredited University.

If you answered YES to ANY of the preceding questions you have probably met the first step University's graduate writing requirement. (The second step will be completion of the culminating experience.)

If you answered NO to ALL of the preceding questions they you will need to do ONE of the following to meet this requirement. (This could be done before or after admission to the program. Meeting the first step of the graduate writing requirement is NOT an admission requirement.)

1. Take or retake the GRE/GMAT and obtain a score of 4.5 on analytical writing.
2. Take the Writing Placement for Graduate Students (WPG) test, a timed essay examination. This test is only offered twice each year. Go to the Office of Graduate Studies for information on times/dates and location.
3. Earn a grade of "B" or higher in a Graduate Writing Intensive course (one is currently offered through the College of Continuing Education. Note: there will be an extra fee for this class).

Visit <http://www.csus.edu/gradstudies/gwar.html> for details.