

**Counseling Admission Checklist
Division of Psychology and Counseling
Governors State University**

We admit students twice a year. Please start the admissions process well before the **February 15th** (Fall admission) or **August 15th** (Spring admission) deadlines. It is your responsibility to begin the process early and to follow up with the various institutions and individuals who must submit supporting documentation. Applications will not be accepted for the Summer semester.

Please include this checklist with your counseling application materials and make sure everything applicable on your list is included in your admissions packet. **Mark each box with an x or check mark** to indicate that the form is included or is not applicable to your application.

**The materials can be dropped off or mailed to:
Jeanetta G. Edwards, Academic Advisor – Room G384**

Online *Graduate Application* (www.govst.edu/apply) and \$50.00 application fee

Counseling Application Package (includes a series of essay questions)

Signed and Dated Statement of Character

One set of unopened, official transcripts from all undergraduate work

Three *Personal Reference Forms** (*located on-line*)

*(*Letters are not accepted. Forms should be sealed in an envelope and signed across the back flap by your references)*

Applicable Not Applicable Graduate Record Examination (GRE) scores if cumulative undergraduate GPA is between 2.5 and 2.74 **or** COUN 6600, 6630, ENGL 1010

Applicable Not Applicable If English is not your native language, a copy of TOEFL scores

Attn: School Counseling sequence only (the following do not need to be submitted or marked for those applying to Clinical Mental Health or Marriage & Family Counseling):

Test of Academic Proficiency (TAP), ACT or SAT test results:

Results included

Results pending (waiting for results, test date scheduled, anticipate scheduling)

Copy of teaching certificate(s) Applicable Not Applicable