



**MASTER OF EDUCATION IN COUNSELING – STUDENT AFFAIRS (48 HRS.)  
(only available in Flagstaff)**

***Program Description***

This degree is designed to prepare student affairs professionals for employment within institutions of higher education. This program emphasizes a counseling foundation for preparing college student affairs personnel to foster student development. The goal of the training program is to prepare college student personnel in the following areas through class room instruction, fieldwork experience, practica and internships: (a) human growth and development, (b) social and cultural foundations, (c) helping relationships, (d) group work, (e) career and lifestyle development, (f) appraisal, (g) research and program evaluation, and (h) professional orientation. Additionally, curricular experiences are provided in: (a) foundations of student affairs practice in higher education, (b) contextual dimensions: student affairs practice in higher education, (c) knowledge and skills for the practice of student affairs in higher education, and (d) internship.

***Affirmative Action and Equal Opportunity***

Faculty and staff of the Department of Educational Psychology at Northern Arizona University actively recruit men and women from culturally and ethnically diverse life experiences and backgrounds. We are seeking students who are interested in collaborating with faculty in serving the needs of an increasingly multicultural society as part of their teaching, research and practice interests. Our programs are designed to provide the highest quality educational experience for all students. Although the admission review process is competitive, program faculty conduct a multifaceted review of each applicant’s materials. Consideration is given to each applicant's strengths as a whole person, with no "cut-off" scores for any single criterion.

Northern Arizona University maintains a strong commitment to affirmative action and equal opportunity in our admission, employment, and educational plans and activities. For a complete description of this policy, visit: <http://www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm>.

***Steps in Program Admission***

<b>Combined Online Application Process (preferred method)</b>	<b>Separate Graduate College and Department Paper Application Process</b>
<p><b>1.</b> Complete the <b>online combined</b> (Graduate College and Department) application at <a href="http://www.nau.edu/gradcol">www.nau.edu/gradcol</a>.</p>	<p><b>1.</b> Complete an application form to the NAU Graduate College and submit to: <b>Graduate College, Box 4125, NAU, Flagstaff, AZ 86011-4125</b>. Applications can be obtained by writing to the same address, or by calling (928) 523-4348.</p>
<p><b>2.</b> <b>Submit official transcripts</b> from all previous universities attended to: <b>Graduate College, Box 4125, NAU, Flagstaff, AZ 86011-4125</b>.</p>	<p><b>2.</b> <b>Submit official transcripts</b> from all previous universities attended to: <b>Graduate College, Box 4125, NAU, Flagstaff, AZ 86011-4125</b>.</p>
<p><b>3.</b> Submit <b>3 form letters of recommendation</b> to the EPS Office at: <b>EPS Dept, Box 5774, Flagstaff, AZ 86011-5774</b>. Recommendation forms can be obtained by writing to the EPS office or by visiting the department’s website at <a href="http://coe.nau.edu/academics/EPS">http://coe.nau.edu/academics/EPS</a> and clicking on Applications</p>	<p><b>3.</b> Complete the <b>department application and 3 form letters of recommendation</b> and submit them to: <b>EPS Dept., Box 5774, Flagstaff, AZ 86011-5774</b>. These materials can be obtained by writing to the Graduate College, or requesting this information through the Graduate College web site at: <a href="http://www.nau.edu/gradcol">www.nau.edu/gradcol</a> or by visiting the Educational Psychology Department’s website at <a href="http://coe.nau.edu/academics/EPS">http://coe.nau.edu/academics/EPS</a>.</p>
<p><b>4.</b> Have an official report of scores on the <b>General Test of the Graduate Record Examination</b> sent to the</p>	<p><b>4.</b> Have an official report of scores on the <b>General Test of the Graduate Record Examination</b> sent to the</p>

Educational Psychology office at <b>EPS Dept., Box 5774, Flagstaff, AZ 86011-5774</b> (Inst. code: 4006, Dept. code: 3403).	Educational Psychology office <b>EPS Dept., Box 5774, Flagstaff, AZ 86011-5774</b> (Inst. code: 4006, Dept. code: 3403).
<b>Contact Information</b>	
<p style="text-align: center;"><b>Graduate College</b>  <b>Box 4125, NAU, Flagstaff, AZ 8601-4125.</b>  <b>Telephone: (928) 523-4348</b>  <b>E-mail: <a href="mailto:Graduate.College@nau.edu">Graduate.College@nau.edu</a></b>  <b><a href="http://www.nau.edu/gradcol">www.nau.edu/gradcol</a></b></p>	<p style="text-align: center;"><b>Department of Educational Psychology</b>  <b>Box 5774, NAU, Flagstaff, AZ 86011</b>  <b>Telephone: (928) 523-7103</b>  <b>Email: <a href="mailto:eps@nau.edu">eps@nau.edu</a></b>  <b><a href="http://www.coe.nau.edu/academics/EPS">www.coe.nau.edu/academics/EPS</a></b></p>

### *Application Deadlines*

Completed application files are reviewed and admission decisions are made twice each year. All application materials must be received in the Educational Psychology Department, COE Box 5774, Flagstaff, AZ 86011-5774 by **September 15** or **April 1** to be reviewed and admission notifications to students are made by either November 1 or April 30, respectively. It is the student's responsibility to ensure that his or her application file is complete. Incomplete files are not reviewed.

### *Application Review Process*

The materials in the applicant file are evaluated by faculty using an objective, multi-criteria system. Points are assigned for each applicant using the following weighted percentages associated with each criteria:

- (a) 50% **Academic Aptitude for Graduate Study** (GRE scores and GPA),
- (b) 15% **Life Experiences** (autobiographical questions),
- (c) 15% **Work Related Experiences** (relevant paid and volunteer work),
- (d) 10% **Potential to Contribute to Profession and Program** (professional activities and letters of recommendation),
- (e) 10% **Goodness of Fit to the Program** (areas of focus congruency, fit to COE mission, and professional characteristics)

Each applicant is ranked within the applicant pool after points have been assigned. Ten persons are scheduled to be admitted each year. Approximately four individuals are selected in the Fall and these individuals must begin the program during the subsequent Spring semester. Approximately six individuals are selected during the Spring semester and they must begin during the subsequent Summer or Fall semesters. Individuals unable to begin during the semesters specified, must re-apply to the program.

### *Transfer of Credits Policies*

The department of Educational Psychology allows credits to transfer through the Graduate College. The number of hours you transfer from other institutions cannot exceed twenty-five percent of the total minimum credit hours required for your Masters degree. Students who have a graduate non-degree standing may apply for twelve hours of appropriate credits taken in non-degree status with the approval of their advisor. For students seeking a second Masters degree, you may apply up to nine hours of your previous Masters work toward your degree. You must meet all program requirements for the second Masters degree and all but nine of the hours must be earned at Northern Arizona University. For specific requirements on transfer credit policies, please visit the Graduate Catalog online at: <http://www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm>.

### *Grade Point Average Policies*

The department of Educational Psychology adheres to grade point average guidelines established through the Graduate College. Students must maintain a 3.0 grade point average for all courses previously taken and for all courses required in their program. A grade below C does not earn graduate credit and if you have more than six hours of graduate work with a C or below, you cannot continue in your Masters program. For specific requirements on grade point average policies, please visit the Graduate Catalog online at: <http://www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm>.

### ***Professional Code of Ethics and Certification Guidelines***

Students in this Master's program should follow the professional code of ethics and certification guidelines established by the following four organizations:

#### **National Board for Certified Counselors**

3-D Terrace Way, Suite D  
Greensboro, NC 27403-3660  
(910) 547-0607

[www.nbcc.org](http://www.nbcc.org)

#### **American Counseling Association**

5999 Stevenson Ave.  
Alexandria, VA 22304  
(703) 823-9800

[www.counseling.org](http://www.counseling.org)

#### **National Association of Student Personnel Administrators**

1875 Connecticut Avenue NW, Suite 418  
Washington, DC 20009-5728  
(202) 265-7500

[www.naspa.org](http://www.naspa.org)

#### **American College Personnel Association**

One Dupont Circle, Suite 300  
Washington, DC 20036-1110  
(202) 835-2272

[www.acpa.nche.edu](http://www.acpa.nche.edu)

Students are highly encouraged to obtain organizational, professional code of ethics, and certification information from the organizations listed above.

#### ***For Additional Information Contact:***

Educational Psychology Department  
College of Education

Box 5774

Flagstaff, AZ 86011

Telephone: (928) 523-7103

Fax: (928) 523-9284

Email: [eps@nau.edu](mailto:eps@nau.edu)

<http://coe.nau.edu/academics/EPS>

#### ***Faculty Contacts***

Dr. Ramona Mellott, Professor and Chair (928) 523-6534 or Email: [Ramona.Mellott@nau.edu](mailto:Ramona.Mellott@nau.edu)

Dr. Susan Longerbeam, Assistant Professor (928) 523-8800 or Email: [Susan.Longerbeam@nau.edu](mailto:Susan.Longerbeam@nau.edu)

Dr. William E. Martin Jr., Professor (928) 523-6757 or email: [William.Martin@nau.edu](mailto:William.Martin@nau.edu)

Dr. Tom DeStefano, Professor (928) 523-6302 or email: [Thomas.DeStefano@nau.edu](mailto:Thomas.DeStefano@nau.edu)

Dr. Gene Moan, Professor (928) 523-9604 or email: [Eugene.Moan@nau.edu](mailto:Eugene.Moan@nau.edu)

Dr. Tim Thomason, Associate Professor (928) 523-1341 or email: [Timothy.Thomason@nau.edu](mailto:Timothy.Thomason@nau.edu)

Dr. Gypsy Denzine, Associate Professor, Assoc. Dean, College of Education, (928)523-9211 or email: [Gypsy.Denzine@nau.edu](mailto:Gypsy.Denzine@nau.edu)

#### ***Program of Studies Policies***

The attached program of study is the agreed upon plan between the student and faculty advisor on completing program requirements. It is used as a verification document when the student applies for graduation. The student should complete the program of study with his or her advisor during the first semester of graduate work. The original, signed program of study should be given to the Department Chair to be placed in the student's file in the Educational Psychology Department and copies should be kept by the student and advisor. Amendments with advisor approval can be made to the program of studies during the student's course of study. The time line policy for completing a Masters degree can be viewed online through the Graduate College Catalog at:

<http://www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm>.



***M.Ed. Counseling with an Emphasis in Student Affairs (48 hrs.)***

**PROGRAM OF STUDIES**

Student's Name \_\_\_\_\_ NAU ID \_\_\_\_\_  
 Advisor's Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

*Required Courses	Date Taken	Where Taken	Transfer or Equiv. Course
<b>I. Foundations Block (12 hrs. req.)</b>			
*EPS 601: Theories of Counseling	_____	_____	_____
*EPS 665: Student Services in Higher Education.....	_____	_____	_____
*EPS 603: College Student Development Theories.....	_____	_____	_____
*EPS 602: The American College Student.....	_____	_____	_____
<b>II. Quantitative Block (9 hrs. req.)</b>			
*EPS 525: Introduction to Statistics.....	_____	_____	_____
*EPS 664: Tests and Measurement (Prereq. EPS 525).....	_____	_____	_____
*EDR 610: Introduction to Research.....	_____	_____	_____
<b>III. Specialization Block (24 hrs. req.)</b>			
*EPS 608: Fieldwork Experience (3 hrs.).....	_____	_____	_____
(There is a 300 contact hour requirement to complete the EPS 608: Fieldwork Experience)			
*EPS 620: Vocational Counseling & Career Development....	_____	_____	_____
*EPS 690: Multicultural Counseling. (Prereq. EPS 601; Coreq. EPS 660).....	_____	_____	_____
*EPS 670: Professional Ethics, Legal Standards and Responsibilities	_____	_____	_____
*EPS 660: Counseling Processes (Prereq. EPS 601).....	_____	_____	_____
*EPS 661: Group Processes (Prereq. EPS 660).....	_____	_____	_____
*EPS 692: Counseling Practicum (Prereq. EPS 660 & 670).....	_____	_____	_____
*EPS 694: Master's Internship (3 hrs., Prereq. EPS 692).....	_____	_____	_____
(There is a 300 contact hour requirement to complete the EPS 694: Master's Internship)			
<b>IV. Elective Block (3 hrs. req.; Review graduate catalog since prereqs. not listed)</b>			
EPS 591: Personality Adjustment.....	_____	_____	_____
EPS 612: Adult Psychology.....	_____	_____	_____
EPS 595: Self Management Techniques.....	_____	_____	_____
EPS 671: Consultation in Helping Professions.....	_____	_____	_____
CC 503: Eval Stu Ach in Comm Coll.....	_____	_____	_____
CC 670: Adult Education.....	_____	_____	_____
PSY 610: Personality Theories.....	_____	_____	_____
PSY 621: Cognitive Processes.....	_____	_____	_____
PSY 677: Theories Persistence and Change.....	_____	_____	_____
EDF 671: History of American Education.....	_____	_____	_____
CC 580: The Community College.....	_____	_____	_____
CC 688: College Teaching.....	_____	_____	_____
PSY 620: Theories of Learning.....	_____	_____	_____
PSY 635: Social Psychology.....	_____	_____	_____
EDF 670: Philosophy of Education.....	_____	_____	_____
EDF 677: Educational Sociology.....	_____	_____	_____
EPS 605: Educational Psychology Applied to Learning.....	_____	_____	_____
EPS 599: Professional Issues Seminar.....	_____	_____	_____