

CBB

COMMUNITY-BASED BLOCK PROGRAM

Multicultural Counseling and Social Justice Education

30-UNIT Master of Arts in Education with a Concentration in Counseling

APPLICATION INSTRUCTIONS

You have requested an application for the Community-Based Block Program. It is to your advantage to have your application materials typewritten. **The application itself will be used as one of the indicators of your ability to function at the graduate level.** This application, along with the supporting documents, must be received in our office in their entirety by:

12 P.M. (NOON) January 15th

(We will continue to accept applications after January 15 but review of those submitted by the due date will be given priority.)

APPLICATION TO THE COMMUNITY-BASED BLOCK PROGRAM:

If the degree you are seeking is the 30 unit M.A. in Education with a Concentration in Counseling and if the Community-Based Block is the only program for which you are applying, then the Community-Based Block application portfolio is the **ONLY** department application you need to complete; however you **MUST** apply to San Diego State University at the same time as applying to the Community-Based Block Program.

If you wish to seek one or more of the 60 unit M.S. in Counseling specializations, then separate applications are required for the Community-Based Block and each M.S. in Counseling specialization for which you want to be considered. These include:

- M.S. in Counseling with a Specialization in School Counseling
- M.S. in Counseling with a Specialization in School Psychology
- M.S. in Counseling with a Specialization in Marriage and Family Therapy

Please call the Department of Counseling and School Psychology for information and applications for these other programs at (619) 594-6109.

➔ **CBB APPLICATION PORTFOLIO COMPONENTS:** In addition to your application form, be sure to submit the following prior to the admissions deadline:

- CBB Application Form
- Personal Statement – See “Supplemental Application Information” for writing prompt.
- Three Letters of Recommendation - If you sign the CONFIDENTIAL section, the letters **MUST** be in sealed envelopes and the recommender’s signature must be written across the seal of the unopened envelope.
- Employment and Education History – See “Supplemental Application Information” for details.

APPLICATION TO THE UNIVERSITY: The San Diego State University Graduate Admissions application is located on-line at <http://csumentor.edu>. If you have any questions about the graduate application, please call them at (619) 594-0884 or stop by the Student Services Building West, room 1520 on the SDSU campus. If you are not already enrolled as a graduate student at San Diego State University, you must submit a graduate application, and application fee; plus official transcripts for all institutions you have attended and GRE and TOEFL exam scores to the University Graduate Admissions Department.

You **MUST** apply to San Diego State University at the same time as applying to the Community-Based Block Program.

COMMUNITY-BASED BLOCK PROGRAM ADMISSIONS PROCESS:

All application files are held until the deadline. All **completed** files are then sent to the department Admissions Committee for review and rating. Each file is read and rated independently by at least two members of the Admissions Committee. After the applications are reviewed and rated, qualified applicants are invited for **group** interviews. Following the interviews, the

Admissions Committee presents its recommendations to the department faculty and chair who approve all admission decisions. The entire process takes approximately 16 weeks.

Applications to the Community-Based Block Program are evaluated according to the following criteria:

- Completion of a Bachelors Degree at an accredited institution by the time of Fall admission.
- Undergraduate and post-Baccalaureate course work relevant to the field of counseling.
- Personal self-descriptive statement from the applicant.
- Letters of recommendation.
- Grade point average from undergraduate work and all graduate work.
- Score on the Graduate Record Examination
- Experiential background relevant to the counseling field, including work history, volunteer activities, and relevant life experiences.
- Effective interpersonal skills appropriate to counseling as demonstrated by written recommendation, employment record, individual and/or group interview.
- If invited to participate in the second stage of the application process, participation in a group interview with faculty and graduate students in counseling.

Our primary focus is to recruit students who are people-centered and committed to working with underserved communities. Academic aptitude, appropriate work experience, relevant future goals, and effective interpersonal skills are considered critical factors in student selection.

Because we are evaluating a number of applicants within a very tight time frame, it may be necessary to contact applicants on short notice. Therefore, it is most important that you notify us of any change of address, telephone number, email address, place of employment, or any temporary absence from home during the time your application is being considered.

While we try to provide as much help to applicants as possible, it is the responsibility of the applicant to make sure that she/he meets all of the requirements of the university and graduate division, and that all necessary materials are submitted by the appropriate deadlines.

Consult the Graduate Bulletin for more detailed information concerning the Counseling & School Psychology classes and programs, and for San Diego State University graduate studies policies and procedures.

ADMISSIONS CHECK LIST:

Department Application:

- Application form (including supplementary pages you have added)
- Personal Statement
- THREE Letters of Recommendation
- Employment History
- Education History

Graduate Admissions Application:

- Internet Application form submitted with official test scores sent to SDSU (code 4682)
- Application fee sent to SDSU
- TWO Official Transcripts in sealed, official envelopes for ALL colleges and universities you have submitted on your SDSU Graduate Application.
- Photocopy of Official GRE and TOEFL (if applicable) score that is sent to you