Counseling Psychology and Counselor Education
Application Checklist

SEHD Mission: Leadership for Educational Equity
Prepare and inspire education and mental health leaders to have a profound impact in fostering student opportunity, achievement and success in urban and diverse communities.

Thank you for your interest in the UCD’s School of Education & Human Development. This packet includes all the information you need to apply for the CPCE program. If you already have a Master’s Degree in a mental health field and are interested in receiving an endorsement in school counseling, please contact the CPCE Academic Advisor at 303.315.4977 for information. Use the checklist below to ensure that you have a complete graduate application packet. **NOTE:** Please include a valid email address with your application. The Student Services Center uses email as its official means of communication. All communication concerning your application, including admission or denial decisions, will be sent to your email address.

Admissions deadlines: Summer/Fall-January 15 • Spring-September 15

1. Graduate Application Part 1 and In-State Tuition Classification form (Colorado residents must complete both). See below for Intended Major Department Code. Under Special Field, list your program track.
2. $50.00 application fee (check or money order made out to UCD).
3. Current resume
5. Three letters of recommendation are required. Please provide recommender with the recommendation form. The recommendation form and letter should be returned to you in the original, unopened envelope to include in your complete application packet. It is advised that at least two of your letters be written by former professors. If that is not possible, letters should be from present or former supervisors. Recommendations should not be more than two years old.
6. Two official transcripts from all institutions attended. Transcripts are to be issued to you and should be submitted together in the original, unopened envelope with your application packet. If you have not completed a bachelor's degree, submit official documentation showing your expected graduation date. If your school will not issue official transcripts directly to you, contact the Student Services Center.
7. Official Graduate Record Exam (GRE) or Miller Analogy Test (MAT) scores. GRE or MAT scores are required for the CPCE program unless you already hold a graduate degree. If you are taking the GRE, the code number for UCD is 4875. The scores will be sent electronically to UCD.
8. Signed oath and consent form
9. Fingerprint Affidavit
10. This checklist. Submit your application in a manila envelope as one complete packet in order of this checklist. Please postmark your application by the deadline. To send your application by FedEx or a similar service, please call to obtain our ground address.

Which track are you interested in?

- Clinical Mental Health Counseling w/emphasis in:
  - Interdisciplinary/Agency (Major Code GR-CAIN)
  - Multicultural Counseling (Major Code GR-CAML)
- Couple and Family Counseling (Code GR-CCFC)
- Public School Counseling (Major Code GR-CSCH)

Submit your complete application to:

UCD School of Education & Human Development
Student Services Center
Attn: ADMISSIONS - CPCE
Lawrence Street Center, Suite 701
Campus Box 106
P.O. Box 173364
Denver, CO 80217-3364

NOTE: Upon successful completion and review of your file, qualified applicants are invited to attend a **REQUIRED** half-day interview on the Denver campus approximately one month after the deadline date. During this interview applicants will be oriented to the program, participate in small group interviews, group dynamics exercises, and will engage in a spontaneous writing assignment. Participation in the interview is mandatory and you will not be accepted into the program without attending. We do not conduct individual interviews for admission to our program. Final selection of applicants will be based on your performance in the interview.