ADMISSION CRITERIA AND APPLICATION PROCESS FOR NON-DEGREE STUDENTS IN COUNSELOR EDUCATION at OHIO UNIVERSITY

Thank you for your interest in the Counselor Education Program at Ohio University! A non-degree student is one who is not pursuing a certificate or graduate degree at Ohio University. Graduate non-degree status ceases upon completion of 12 semester credits of graduate coursework or six years, whichever comes first. Students may reapply for subsequent admission to return to non-degree status.

NOTE: Credit earned prior to admission to a degree program is not automatically applied toward a graduate degree at Ohio University. Approval for non-degree admission and successful completion of coursework while in non-degree status does not constitute admission to a degree program. A non-degree student who wishes to be considered for admission to a degree program must submit a degree-seeking application.

Program areas in Clinical Mental Health Counseling, Clinical Rehabilitation Counseling, and School Counseling are nationally accredited by the Council for Accreditation for Counseling and Related Educational Programs (CACREP). Students should choose one of the following program areas of study:

- Clinical Mental Health Counseling (Code: ND 6278)
- Clinical Mental Health/Clinical Rehabilitation Counseling (Code: ND 6324)
- School Counseling (Code: ND 6274)

REQUIRED APPLICATION MATERIALS

Applicants for the M.Ed. Program in Counselor Education must apply online to Ohio University’s Graduate College. Questions about how to apply can be directed to the Graduate College at graduate@ohio.edu or 740-593-2800. Additional information on the graduate application process at Ohio University may be found in the Graduate Catalog.

The following materials are required to be submitted to the Graduate College:

Note: Incomplete applications will not be forwarded by Graduate College to program faculty for review. Please communicate with the Graduate College to ensure your application is complete.

- Transcripts showing a Bachelor's degree with a grade point average (GPA) of 2.9 or higher on a 4.0 scale.
  - Applicants with a GPA lower than 2.9 may still apply, but must submit Verbal and Quantitative scores on the Graduate Record Examination (GRE).
  - Applicants with less than a 2.9 GPA may address past academic performance and aptitude for graduate study in the Personal Profile.

- Personal Profile (submit as a supplemental document in the online application) addressing the following:
  - Briefly describe your interest in taking courses as a non-degree student (1-2 paragraphs)
  - Which courses do you plan on taking (maximum of 12 credit hours)?
  - Do you plan to take any clinical courses (i.e., practicum or internship)?
  - Describe anything else you wish the program faculty to consider with your application.
ADDITIONAL REQUIREMENTS FOR INTERNATIONAL STUDENTS

- International students must submit all required materials outlined above. In addition, the Ohio University Graduate College provides guidelines and English Language proficiency requirements for international student applications.

REVIEW OF APPLICATIONS AND COMMUNICATION OF ADMISSION DECISIONS

- Non-degree applications will be reviewed on an ongoing basis. Please submit applications at least 60 days prior to desired start term. Please note that applications are not reviewed weekly. The program coordinator will forward applications for review by faculty during regularly scheduled faculty meetings.
- If students plan on completing any clinical courses (i.e., practicum or internship), students must complete an on-campus or video conference interview with faculty.
- Official notices of admission are sent via email from the Graduate College. Applicants must respond in a timely manner and inform the Graduate College whether or not they accept the offer of admission.
- Students who accept an offer of admission and then change their minds about attending must inform the Program Coordinator and Graduate College immediately.

FINANCIAL ASSISTANCE

Non-degree seeking students are not eligible for financial aid.

FREQUENTLY ASKED QUESTIONS

Q: Why do I have to interview as a non-degree seeking student if taking clinical courses?
A: Because students will represent Ohio University’s counselor education program, the program faculty wish responsibly monitor those who provide services to the public.

Q: How many credits can I take as a non-degree student?
A: Per the Graduate Catalog, only 12 semester credits. Non-degree status is terminated upon completion of 12 credits or 6 years, whichever comes first.

Q: Can classes I take as a non-degree student transfer in if I decide to apply to the degree program?
A: Per the Graduate Catalog, credit earned prior to admission to a degree program is not automatically applied toward a graduate degree at Ohio University. In exceptional cases, a student may appeal to the Chair of the Department of Counseling and Higher Education to request which courses, if any, taken while in non-degree status may be applied toward degree requirements.

Q: I submitted an application a week ago and have not heard back yet, is something wrong?
A: No. The Graduate College must verify all transcripts. Following this, completed applications are forwarded to the Counselor Education program. Applications are not reviewed on a weekly basis. Applications are submitted and faculty review during regularly scheduled faculty meetings. This process can take up to two months, thus the request to submit applications at least 60 days prior to the desired start date.

QUESTIONS?

Contact the Counselor Education Program Coordinator at counseloreducation@ohio.edu