

## COUNSELING AND STUDENT PERSONNEL MS

College of Education

Department of Counseling and Student Personnel

107 Armstrong Hall • 507-389-2423

Chair: Diane Coursol, Ph.D.

Richard Auger, Ph.D.; Anne Blackhurst, Ph.D.; Joanne Brandt, Ph.D.; Jacqueline Lewis, Ph.D.; Walter Roberts Jr., Ed.D., LPC, LSC, NCC, NCSC; John Seymour, Ph.D., NCC, LMFT

The need for professional counselors in schools, colleges and social agencies is increasing. The professional counselor is a product of an intensive graduate program which specifically prepares students to take their place in this expanding occupation. The staff of this nationally accredited program are dedicated to offering three challenging specialization areas.

The Council for the Accreditation of Counseling and Related Educational Programs (CACREP), a specialized accrediting body recognized by the American Counseling Association and the Council on Postsecondary Accreditation (COPA), has conferred national accreditation to the following program areas in the Department of Counseling and Student Personnel: Professional Community Counseling, Professional School Counseling, and Student Affairs Practice in Higher Education.

The Department of Counseling and Student Personnel prepares students at the graduate level through the following specialization areas: College Student Affairs, Professional Community Counseling and Professional School Counseling (K-12 and Elementary, Middle, and Secondary School licensure areas). The department also provides service courses for students from a variety of majors within the university for professional development, including an undergraduate course in Decision Making/Career Life. This course is specifically designed to assist students in the decision-making processes that are necessary for effective personal planning.

**Admission.** All applicants should submit the following to the College of Graduate Studies and Research:

1. A completed Application for Graduate Study;
2. Verification of the Baccalaureate degree from a regionally accredited college or university;
3. Two official transcripts listing undergraduate/graduate degree(s) to be sent directly from the degree granting institution to the College of Graduate Studies and Research (including MSU students, undergraduates, faculty, and staff); and
4. Any additional information required for international students, if appropriate.

Where the GRE or MAT is required (see number 4 below), the applicant must request that the testing institution send the official scores directly to the College of Graduate Studies and Research. Upon receipt of these materials, the College of Graduate Studies and Research will forward the applicant's file to the Department of Counseling and Student Personnel for admission recommendation.

In addition to the College of Graduate Studies and Research' requirements, the applicant must submit the following directly to the Department of Counseling and Student Personnel:

1. Three letters of recommendation (forms are available from the Department of Counseling and Student Personnel) focusing on the applicant's academic potential as well as the individual's promise to become an effective counselor/helping professional (if possible one of these recommendations should be from an undergraduate/graduate instructor and/or academic advisor);
2. A completed Personal Statement form (available from the Counseling and Student Personnel department office) summarizing the applicant's experiences and professional goals;
3. The applicant's professional resume or vita;
4. Attainment of a minimum grade point average of 3.0 on a 4.0 scale during the last two years of undergraduate study. If the applicant's GPA is below 3.0, the student must have obtained a minimum GRE score of 900 in the Verbal plus Quantitative subtests and a minimum of 500 in either the Verbal or Quantitative subtest, with an overall minimum GRE score of 1350 for the verbal, quantitative and analytical combined. NOTE: GRE scores must be received in the College of Graduate Studies and Research prior to the applicant's file being forwarded to the Department of CSP for departmental admission recommendation. A student may choose to submit results from the MAT and attain a raw score of 44 or higher in lieu of the GRE to meet admission requirements.

Admissions will occur summer session and fall semester only. There will be no consideration for admission until all of the above admission criteria have been met. **All materials must be received in the Department of Counseling and Student**

**Personnel office by March 15 for summer session admission and June 1 for fall admission.** Early application is recommended as enrollment is limited. Applicants will be notified regarding their admission status following the receipt of all required application materials. Complete applications will be reviewed starting in January.

**Admission does not guarantee continuation in the department, admission to a practicum, internship, or graduation.** As part of the admission process and throughout the program, the student's personal characteristics and professional potential are evaluated. Formalized reviews are conducted at the following times:

1. on completion of the student's Plan of Study (within the first 15 credits of work);
2. during completion of skills acquisition courses;
3. during completion of the pre-practicum application and during the practicum and internship experiences;
4. on completion of comprehensive examinations.

## COUNSELING AND STUDENT PERSONNEL MS

(Thesis Plan - 51 credits)

(Alternate Plan Paper - 50 credits)

Choose one of the following specialization areas:

### COLLEGE STUDENT AFFAIRS (50 credits)

College Student Affairs is a broad program designed to prepare individuals for positions on the college campus in admissions, counseling, financial aid, student housing, student activities, career development and student affairs administration. A comprehensive overview of the field of student affairs is offered with the opportunity to work in several areas. Emphasis is placed on the developmental issues confronting college students, philosophical bases, and the multi-disciplinary foundations of student affairs.

**Required Prerequisite:** A course in statistics.

### Required Core (39 credits)

CSP 570	Group Procedures (3)
CSP 620	Introduction to College Student Affairs In Higher Education (3)
CSP 622	Adm. in College Student Affairs (3)
CSP 645	Counseling Procedures and Skills I (3)
CSP 647	Crisis Intervention Strategies (3)
CSP 648	Counseling in a Multicultural Society (3)
CSP 658	Career Development I (3)
CSP 662	American College Student (3)
CSP 664	Managing and Assessing Campus Environments (3)
CSP 665	Counseling Theories (3)
CSP 666	Counseling Procedures and Skills II (3)
CSP 681	Practicum in Student Affairs (3)
CSP 686	Internship: Student Affairs (3)

### Required Research (5 or 6 credits)

CSP 675	Research and Writing in CSP (3)
CSP 694	Alternate Plan Paper (2) <b>OR</b>
CSP 699	Thesis (3)

### Required Electives (6 credits)

Select 6 credits of electives from any 500/600 level course in consultation with an advisor.

### PROFESSIONAL COMMUNITY COUNSELING (50 credits)

Professional Community Counseling is a broad program of study intended to prepare individuals to provide counseling in a variety of community helping service settings. Graduates of this program may serve clients in mental health centers, a variety of business and industry settings, career counseling agencies and centers for marriage and family counseling. Emphasis is placed upon counseling with individuals, groups, families, and couples in various settings. Professional preparation includes areas such as theory, skill development, assessment, treatment planning and counseling with specific populations utilizing individual, group, marriage, family, career, and community consultation interventions. A basic background in psychology is helpful for students in this program.

**Required Prerequisites:** Statistics, Developmental Psychology and Abnormal Psychology or equivalents.

### Required Core (45 credits)

CSP 618	Introduction to Professional Community Counseling (3)
CSP 645	Counseling Procedures and Skills I (3)
CSP 648	Counseling in a Multicultural Society (3)
CSP 650	Child/Adolescent Counseling (3)
CSP 652	Counseling Through the Family Life Cycle (3)
CSP 658	Career Development I (3)
CSP 661	Appraisal Techniques: Professional Community Counseling (3)
CSP 665	Counseling Theories (3)

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## COUNSELING AND STUDENT PERSONNEL

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- CSP 666 Counseling Procedures and Skills II (3)  
CSP 667 Family Counseling (3)  
CSP 668 Marriage Counseling (3)  
CSP 669 Intervention Treatment Planning and Evaluation (3)  
CSP 673 Group Counseling (3)  
CSP 679 Practicum: Professional Community Counseling (3)  
CSP 686 Internship: Professional Community Counseling (3)

### Required Research (5 or 6 credits)

- CSP 675 Research and Writing in CSP (3)  
CSP 694 Alternate Plan Paper (2) **OR**  
CSP 699 Thesis (3)

### Available Electives

Electives may be taken from any 500/600 level course in consultation with an advisor. Selected Community Counseling electives might include courses in the Assessment of Intellectual Functioning, Technology in Counseling and Student Affairs, Professional Issues in Marriage and Family Counseling, Counseling the Chemically Dependent Family, Workshop Design and Development, Women's Issues in Counseling, Play Therapy, and Counseling the Older Adult.

**Marriage and Family Therapy Focus:** Coursework and advisement is provided to students interested in obtaining a license in Marriage and Family Therapy. The Minnesota Board of Marriage and Family has approved the academic coursework for admission to the national exam.

### PROFESSIONAL SCHOOL COUNSELING: K-12 (50 credits)

The Professional School Counseling program of study prepares the individual for Minnesota state licensure as a K-12 professional school counselor to counsel students, individually and in groups, who are in the process of personal, educational, and career development. Particular emphasis is placed on the professional school counselor's role in facilitating the development of positive mental health choices for children and adolescents, as well as the early identification of potential mental health concerns related to the personal and academic growth of K-12 students. To support counseling skills, the counselor learns to use various appraisal instruments, research data, and to consult with significant others in the lives of the student.

**Required Prerequisites:** Statistics and Abnormal Psychology or equivalents. May be taken during the first year of coursework after admission to the program.

### Required Core (45 credits)

- CSP 645 Counseling Procedures and Skills I (3)  
CSP 647 Crisis Intervention Strategies (3)  
CSP 648 Counseling in a Multicultural Society (3)  
CSP 650 Child and Adolescent Counseling Techniques (3)  
CSP 655 Mental Health in the Schools (3)  
CSP 658 Career Development I (3)  
CSP 659 Introduction to Professional School Counseling (3)  
CSP 660 Appraisal Techniques: Educational (3)  
CSP 665 Counseling Theories (3)  
CSP 666 Counseling Procedures and Skills II (3)  
CSP 667 Family Counseling (3)  
CSP 673 Group Counseling (3)  
CSP 674 Developmental Guidance (3)  
CSP 679 Practicum: K-12 School Counseling (3)  
CSP 686 Internship: K-12 School Counseling (3)

### Required Research (5 or 6 credits)

- CSP 675 Research and Writing in CSP (3)  
CSP 694 Alternate Plan Paper (2) **OR**  
CSP 699 Thesis (3)

Strongly recommend, but not required: Counseling Chemically Dependent Families (CSP 573) and a course in Special Education (in consultation with an advisor).

**Graduate Assistantships.** A limited number of graduate assistantships are available to students enrolled in the Department of Counseling and Student Personnel. Graduate assistantships are also available through the Office of Student Affairs at 336 Wigley Administration Center, Phone 507-389-2121 or the Office of Residential Life, 111 Carkoski Commons, Phone 507-389-1011. All graduate assistants must be full-time graduate students. Full assistantships pay a stipend of \$8,000 plus a tuition waiver of up to nine credits a semester. Other types of financial assistance are available through the Office of Financial Aid, 109 Wigley Administration Center, Phone 507-389-1185.

**Adding Areas to Existing Licensure.** The Professional School Counseling Program makes efforts, on a space-available basis, to respond to the needs of current licensed practitioners who wish to add additional grade-level areas to an existing school counselor license. Consultation with program advisors is required

to determine specific coursework necessary to fulfill licensure requirements.

The Minnesota Board of Teaching allows individuals with existing master's degrees to take coursework in a school counseling program leading to licensure in the field. Such individuals should consult with a member of the Professional School Counseling Program as to the number of courses required to lead to licensure by the state of Minnesota.

**Licensure for Non-Educators.** The Minnesota Board of Teaching allows individuals without teaching licenses to take coursework in a school counseling program leading to licensure in the field.

Individuals without a teaching license or experience are strongly recommended to take coursework in the teaching sciences during their studies in the Professional School Counseling Program. Course selection should only be undertaken in consultation with an advisor. Such coursework on a non-teacher licensed individual's transcript and resumé provides evidence of efforts to familiarize oneself with K-12 educational strategies and enhances employment prospects in the job market.

**Special Admission Notice for Professional School Counseling Candidates.** Due to the large number of individuals who annually apply to the Professional School Counseling Program, applicants are strongly advised to submit application materials as early as possible. Admission review priority is given to those whose completed files reach the program as soon as possible. Priority is given to those individuals seeking full-time admission.

The program is dedicated, as well, to working with the part-time student. All courses in the program are offered at night, late afternoon, or in the summer at least once during each two-year cycle of classes.

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## COURSE DESCRIPTIONS

### CSP 570 (3) Group Procedures

Strategies for establishing a group. A review of concepts related to group membership, group member roles, and group techniques, therapeutic factors, and leadership roles. An experiential component is included in this course.

Prerequisite: CSP 4/571

### CSP 571 (3) Interpersonal Helping Skills

Provides the developing helping professional with an introduction to basic helping skills: attending, listening, responding to content and affect, probing, and providing feedback. The course is experiential in nature and includes small group interaction, videotaping, and role playing simulations.

### CSP 573 (3) Counseling the Chemically Dependent Family

Understanding the impact of chemical dependency on the family. Family counseling skills and relapse prevention strategies will also be included.

Prerequisite: CSP 4/571 or 645

### CSP 591 (1-4) Inservice

### CSP 618 (3) Introduction to Professional Community Counseling

Philosophies and strategies of professional counseling. Overview of counseling literature, field of counseling, and development of the professional counselor.

### CSP 620 (3) Introduction to College Student Affairs in Higher Education

Students will explore the functional areas represented by the student affairs profession and will examine current issues and problems facing student affairs and higher education. Philosophical and historical underpinnings of the student affairs profession will also be examined.

### CSP 622 (3) Administration in College Student Affairs

Current theories and practices in the administration of student affairs programs in higher education. Includes: theories of leadership, management, and change; models of planning, budgeting, staffing, and evaluation. Current issues and trends are also explored.

Prerequisite: CSP 620

### CSP 645 (3) Counseling Procedures & Skills I

Focus on helping skills model, professional issues, and skill acquisition of basic listening responses.

Prerequisite: CSP 665, or take concurrently

### CSP 647 (3) Crisis Intervention Strategies

A combination of classroom lecture and interaction with community professionals involved in crisis intervention. Designed to give students practical experience in distinguishing between crisis intervention, theory, and practice.

### CSP 648 (3) Counseling in a Multicultural Society

This course is specific to the counseling profession, focusing on both the cultural and sociopolitical forces influencing people in a multicultural society, as well as the microskills necessary for engaging in cross-cultural counselor-client interactions.

**CSP 650 (3) Child and Adolescent Counseling Techniques**

Provides an overview of theory, research, and practice regarding counseling with children and adolescents. Developmentally and culturally appropriate counseling strategies are stressed. Relevant current topics are examined.

**CSP 652 (3) Counseling Through the Family Life Cycle**

Theories of human development and the family cycle are presented as the basis for multi-contextual assessment, case conceptualization, and treatment skills when working with contemporary families.

**CSP 653 (3) Professional Issues in Marriage and Family Counseling**

An overview of professional issues for community counselors providing marriage and family counseling, including certification/licensure, professional development, ethical guidelines, multicultural issues, and recent developments in theory, research, and practice.

**CSP 654 (3) Play Therapy Theories and Techniques**

Major theories of play therapy and play therapy techniques are reviewed and applied to a range of mental health, learning, and developmental needs of children. Readings, lectures, class demonstrations, and role-play experiences are included.

**CSP 655 (3) Mental Health in the Schools**

This course provides students with critically important information for working with P-12 students with disabilities and mental health issues. The course is needed to provide school counseling students with the type of preparation they need to be competitive in the job market and to perform well in a school counseling capacity. The course will also provide helpful educational opportunities to area professionals, which can foster positive relationships between the CSP department and the community.

**CSP 658 (3) Career Development I**

Overview of theories of career development, career guidance, career choice, and decision-making. Career counseling interviews and assessment techniques are also emphasized. Prerequisite: CSP 645 and 665, or concurrently

**CSP 659 (3) Introduction to Professional School Counseling**

Roles and functions of the professional school counselor in a school setting. Survey of guidance programs and services.

**CSP 660 (3) Appraisal Techniques: Educational**

Nature and use of measurement tools in counseling with particular emphasis on representative standardized tests, norms, and basic research procedures. Prerequisite: permission from instructor

**CSP 661 (3) Appraisal Techniques: Professional Community Counseling**

Basic appraisal principles and applications of projective and objective personality assessment tools in counseling practice. Prerequisite: permission from instructor

**CSP 662 (3) American College Student**

Provides theoretical and outcomes perspectives on human development during the college years. Includes the theory and application of developmental perspectives on gender, race, ethnicity, religion, age, and sexual orientation. Application to college student affairs programs is stressed.

**CSP 664 (3) Management & Assessment of Campus Environments**

Provides the developing student affairs practitioner with an understanding of the dynamic relationship between students and the college environment. Includes the study of physical, social, and organizational environments and the assessment of environmental impact on students' development. Prerequisite: CSP 662

**CSP 665 (3) Counseling Theories**

A review and analysis of major counseling theories coupled with empirical support and specific counseling theory techniques and theoretical case analysis.

**CSP 666 (3) Counseling Procedures & Skills II**

Emphasis on knowledge and skill acquisition of advanced listening responses, helping interventions, and counseling strategies. Prerequisite: CSP 645

**CSP 667 (3) Family Counseling**

Overview of family theories and family functioning. Focus on techniques and skills to address issues of contemporary families. Prerequisite: CSP 645, 666, 665

**CSP 668 (3) Marriage Counseling**

Overview of major theories of marriage counseling; skill and strategies for effective marital counseling and case analysis. Prerequisite: CSP 665, 666

**CSP 669 (3) Interventive: Treatment Planning/Evaluation**

Fundamentals of treatment plan development in counseling, with particular focus on

the integration of personality assessment, intake interviewing and diagnostic classification data.

Prerequisite: CSP 661

**CSP 670 (3) Issues in Counseling Women**

This course provides an introduction to the developmental, socio-cultural, and psychological issues unique to women and explores the ways in which such issues affect women's mental health. The course includes an introduction to the basic helping skills necessary to effectively respond to women's developmental and mental health needs.

**CSP 671 (3) Assessment of Intellectual Functioning**

This course will provide students with an awareness of best practices and current issues in the assessment of intellectual functioning. Students will receive introductory training in the administration and interpretation of selected intellectual assessment measures. The intent of the course is to provide students with a thorough understanding of the proper uses of intellectual measures and intellectual test data, as well as prepare students to administer intellectual tests under clinical supervision.

**CSP 673 (3) Group Counseling**

Major theories of group development are presented along with analysis of group notes, group techniques, and groups for special populations. An experiential component is included for experience in group processes.

Prerequisite: CSP 665, 645

**CSP 674 (3) Developmental Guidance**

Developmental needs and characteristics of children and adolescents. School guidance programs and interventions that respond to these needs. Prerequisite: permission from instructor; CSP 679; taken in conjunction with Internship I

**CSP 675 (3) Research and Writing in CSP**

The primary product of the course will be a scholarly review of literature on a topic mutually acceptable to the student, the faculty advisor, and the instructor of the course. Students will learn to effectively analyze and utilize the results of research in their chosen field.

**CSP 676 (3) Workshop Design & Development**

Skills and knowledge base of critical components of workshop design. Prerequisite: permission from instructor

**CSP 677 (1-4) Individual Study**

Individual study focusing upon a curricular or instructional topic under the direction of graduate faculty. Prerequisite: consent

**CSP 679 (1-4) Practicum I in Counseling**

Supervised practicum experiences. Admission by prior application. Prerequisite: permission from instructor

**CSP 680 (1-4) Practicum II in Counseling**

Supervised practicum experiences. Admission by prior application. Prerequisite: permission from instructor

**CSP 681 (1-4) Practicum in Student Affairs**

Supervised practicum experience in Student Affairs. Admission by prior application. Prerequisite: permission from instructor

**CSP 686 (1-4) Internship I**

Supervised integrative experience. Admission by application only. Prerequisite: permission from instructor

**CSP 687 (1-4) Internship II**

Supervised integrative experience. Admission by application only. Prerequisite: permission from instructor

**CSP 688 (1-4) Internship III**

Supervised practical integrative experience. Admission by application only. Prerequisite: permission from instructor

**CSP 689 (3) Technology in Counseling & Student Affairs**

The course provides an introduction to the use and applications of hardware and software in the fields of counseling and student affairs. The course is based on the technology standards that are identified by the Association of Counselor Educators and Supervisors (ACES) and the literature on the application of technology to the fields of counseling and student affairs.

**CSP 694 (2) Alternate Plan Paper****CSP 699 (3-6) Thesis**

For students desiring to consult experimental applied research in their graduate specialization's career. Prerequisite: consent