Graduate Application Instructions

Counseling Program

Application Deadlines are March 1st (fall) and October 1st (spring)

Admission requires a bachelor’s degree in a human service area such as education, social work, psychology, human services, etc. Suitability of other degrees will be considered on an individual basis by counseling faculty.

Apply online at www.uaf.edu/admissions/apply

Submit application materials to:
Office of Admissions
University of Alaska Fairbanks
PO Box 757480
Fairbanks, AK 99775-7480
(907) 474-7500 (800) 478-1823
(907) 478-5397 fax
admissions@uaf.edu
(Email submission of materials preferred when possible)

Submit the following application materials:

1. Online Graduate Application - www.uaf.edu/admissions/apply

2. Official Transcripts from all colleges attended (UA system transcripts are on file already). Note: if you have transfer credit from another university on your degree transcript, UAF requires the original transcript from the institution that awarded the credit.

3. Statement of academic goals addressing applicant’s motivations, personal characteristics, experience, education and intentions for earning the counseling degree.

4. Professional resume including education, work, volunteer or life experience relevant to the field of counseling.

5. Three letters of references from professional, academic or character sources.

6. GRE scores if undergraduate GPA is below 3.0.

7. All applicants are required to participate in an interview with program faculty. Interviews may be conducted in person or via computer video or audio.

Disclosure Statement and Criminal Background Check will be required upon admission.

Have questions?
Contact Jane Monahan, Graduate Advisor,
UAF School of Education
jmmonahan@alaska.edu
907-474-5362
www.uaf.edu/educ
Statement of Academic Goals

The goals statement should indicate why the candidate is seeking to enter the Counseling program - the applicant should analyze his or her basic motivations, characteristics, and qualifications and how this may impact their success in the program. The paper should be 3-5 pages in length (double-spaced, Times New Roman font, 1 inch margins) and should include 5 basic components:

a) **Motivations**: Explain your reasons for wanting to enter the Counseling program. Consider your motivations and describe how they will assist you in realizing your degree completion.

b) **Personal Characteristics**: Discuss your personal characteristics and how they may help you in becoming an effective counseling practitioner.

c) **Experience**: Discuss your experiences related to this field including both paid and volunteer work. Describe how this relates to your interest in pursuing this degree.

d) **Education**: Describe your educational background and how it may assist you in your educational endeavors throughout the Counseling program.

e) **Intentions**: Discuss how you intend to use your degree upon completion of the program. The program has three strands—elementary school counseling, secondary school counseling and community counseling. Please indicate your desired focus area in your discussion.

Letters of Recommendation

--Good people to ask: work supervisors, work colleagues, former professors, people you know from volunteer or community work. (Note: letters from family members, even if there is a professional connection, will not be accepted).

--Letters may be addressed to “The Counseling Admissions Committee.”

--Letters must be printed, on letterhead if appropriate, and signed by the writer. Signed letters may be scanned and emailed to the admissions@uaf.edu.

--The content of the letters may vary depending on the source:

* **Work**: Discuss your knowledge of the field, tasks you are able to perform, and your ethical and professional behaviors

* **Academic**: Discuss your ability to undertake graduate study and research.

* **Character**: Discuss your strengths and weaknesses in regard to your dispositions for the field of counseling