



Angelo State University

Archer College of Health and Human Services

Department of Psychology, Sociology, and Social Work

Graduate Program

Counseling Psychology

ASU Station #10907

San Angelo, Texas 76909-0709

(325) 486-6119

Student Handbook

Updated March 28, 2017

Table of Contents

Student Handbook Introduction 4

 Purpose of the Student Handbook
 Statement of Accreditation
 Statement of Equal Educational Opportunity
 Student Responsibility

General University Information 4

 Accreditation Information
 Facts about Angelo State University
 The University Mission Statement
 The City of San Angelo

The Department of Psychology, Sociology, and Social Work 7

 Departmental Description
 Departmental Mission Statement
 Departmental Goals
 Degree Offerings

The Counseling Program 8

 Counseling Program Mission
 Counseling Program
 Counseling Program Goals
 Counseling Program Objectives
 Counseling Program Outcomes
 Graduate Course Descriptions
 Recommended Sequence of Courses
 Core Courses Availability
 Relevant Elective Course Availability

Admission Requirements18

 General Admission Requirements
 Counseling Admission Requirements
 Graduate Advising
 Degree Plan

Thesis Option20

 Rules for Enrolling
 Guidelines for Conducting Research
 Thesis Advisory Committee

Practicum23

 Departmental Requirements
 Prerequisite Requirements
 Insurance Requirements

Graduate, Research, and Teaching Assistantships.....25

Job Descriptions
Selection Process
Application
Wage information

Comprehensive Exam.....26
 Written Exam
 Oral Exam

Additional Information.....27
 Statement of Equal Education Opportunity
 Student Responsibility
 Academic Honor Code
 Disabilities Act
 Sexual Harassment Policy
 Coursework Time Limit
 Licensure Information
 Writing Center

Student Handbook Introduction

The *Student Handbook* (noted as the *Handbook*) is produced by the Department of Psychology, Sociology, and Social Work's Master's in Counseling Program and updated as needed. The *Handbook* is compiled by the Director of the Graduate Counseling Program. The policies, regulations, procedures, and fees in this *Handbook* are subject to change without prior notice, if necessary, to keep the program in compliance with the current *Angelo State University Graduate Catalog*.

Purpose of the Student Handbook

The *Handbook* serves to inform prospective and current students about the nature of the Psychology Counseling Graduate Program (M.S.) degree. It is an important source of information for counseling students. It is where program policies are documented and it is the "go to" resource when related questions arise. As such, students should familiarize themselves with its content and turn to it when needed. Covered are topics ranging from degree requirements, practicum, comprehensive examinations, grades, student evaluations, student rights, and official program policies. In addition to this *Handbook*, students should also consult the University Catalog which includes University and Graduate School policies. The most recent University Catalog can be found at: <http://www.angelo.edu/catalogs/>

Angelo State University reserves the right to change curricula, rules, fees, admission requirements, and other requirements without notice. The provisions of this *Handbook* do not constitute a contract, expressed or implied, between any applicant, student, faculty member, or any other person and Angelo State University.

General University Information

Statement of Accreditation

Angelo State University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; telephone number 404-679-4500) to award degrees at the associate, baccalaureate, and master's level.

Facts about Angelo State University

Founded. 1928

President. Dr. Brian J. May

Affiliation. Texas Tech University System

Affiliation. Texas Tech University System

Location. San Angelo, the center of a West Texas community of approximately 100,000

Campus. 268 acres

Students. 6,856 (54 percent female and 46 percent male; 61.1 percent Caucasian, 26.1 percent Hispanic, 8.7 percent African-American, 1.5 percent Asian/Pacific Islander, 0.7

percent American Indian, 0.8 percent international, 0.6 multiracial, and 0.5 percent unknown)

Programs. Nearly 100 majors spread among 45 undergraduate; 27 graduate, including one doctorate; and one associate's degree program

Teaching Faculty. 332

Student-to-Faculty Ratio. 19:1

Semester Cost Estimate. In-state tuition and fees for 12 credit hours is \$3,852

Financial Aid. Carr Graduate Scholarships are available

Student Organizations. More than 100

School Colors. Blue and Gold

Mascot. Rambouillet Ram, Dominic

Motto. "Fiat Lux," which is Latin for "Let there be light"

Athletics. NCAA Division II, Lone Star Conference Member. ASU's five men's teams (Rams) include baseball, basketball, cross country, football and outdoor track and field. ASU's seven women's teams (Rambelles) include basketball, cross country, golf, outdoor track and field, soccer, softball and volleyball.

The University Mission Statement

Angelo State University, a member of the Texas Tech University System, delivers undergraduate and graduate programs in the liberal arts, sciences, and professional disciplines. In a learning-centered environment distinguished by its integration of teaching, research, creative endeavor, service, and co-curricular experiences, ASU prepares students to be responsible citizens and to have productive careers.

The City of San Angelo

San Angelo is the center of a thriving community of 100,000 and the city nearest the geographic center of Texas. For some, San Angelo is the true heart of Texas. For others, it is where Central Texas and the Hill Country meet West Texas. Either way, it is a community of genuine, big-hearted and hard-working people who are proud of their Texas heritage.

San Angelo has a rich and culturally diverse history. Though the city owes its birth to the establishment of Fort Concho along the Concho River in 1867, various Indian tribes as well as Spanish conquistadors and priests traversed the area for centuries before that. They were followed by Buffalo soldiers and pioneer ranchers, who opened the way for merchants, bankers and educators in San Angelo and Tom Green County.

This diverse heritage is celebrated annually through the Juneteenth Celebration, the Fiestas Patrias, the Diez y Seis de Septiembre festivities and Frontier Day at Fort Concho National Historic Site as well as Christmas at Old Fort Concho. And, in honor of Independence Day, the community comes together for a grand celebration that includes a patriotic pops concert and fireworks display July 3 at the River Stage on the banks of the Concho River downtown and a

July 4 fireworks show over Lake Nasworthy. The annual rodeo and livestock show in the spring and the roping fiesta each fall pay homage to the region's ranching roots.

In addition to being a historical oasis, San Angelo is also a cultural paradise. The San Angelo Symphony performs six concerts a year. The San Angelo Civic Ballet and Angelo Civic Theatre offer a variety of programs annually. The San Angelo Museum of Fine Arts with its distinctive architecture provides a wonderful setting for exhibits by some of Texas' finest artists. Historical displays at Fort Concho and the Railway Museum of San Angelo attract visitors from throughout the nation. Downtown boasts a series of historical murals and public art in the most unexpected places. The Cactus Hotel is a local landmark with its elegant crystal ballroom, which serves as the center of numerous cultural activities for the community. Visitors along the River Walk enjoy the prize-winning sculpture of the "Pearl of the Conchos," a West Texas mermaid with outstretched hand holding a symbolic Concho Pearl, a pink gem unique to the waters of the Concho River around San Angelo.

San Angelo beauty is also found in the outdoors with the International Water Lily Garden in full color between March and September. It is complemented by the Sunken Garden, Rio Concho Garden, Terrace Garden and Gazebo Garden, all part of the city's system of 32 municipal parks. The River Walk along the Concho provides 14 water displays, dramatic lighting and a four-mile trail for enjoying nature.

The Nature Center on the outskirts of town by Lake Nasworthy is a regional museum and learning facility. Lake Nasworthy—along with O.C. Fisher Reservoir and Twin Buttes Reservoir—provides residents and visitors a variety of water sport opportunities, ranging from fishing to water skiing. Adjacent to Fisher Reservoir, San Angelo State Park sits astride the junction of four ecological zones, making the park one of the most diverse natural preserves in all of Texas.

San Angelo is home to Goodfellow Air Force Base as well as a strong business community that includes such national corporations as SITEL, Verizon, Goodyear and Ethicon. Additionally, San Angelo is a regional medical center.

Overall, San Angelo has all the advantages of a large city—numerous civic and cultural events, ample shopping, varied entertainment options, a solid business community and more—along with all the charm of a small town, ranging from safe streets to friendly people. That combination helps make San Angelo an ideal environment for a college education

Department of Psychology, Sociology, and Social Work

Department Chair

James Forbes, Ph.D., Professor of Psychology

Department Description

The Department of Psychology, Sociology, and Social Work offers courses and degrees in the social and behavioral sciences, taught by highly-qualified faculty. The undergraduate and graduate degree programs prepare students for a broad spectrum of careers in the public and private sectors that benefit from an understanding of people, culture, and society.

The courses emphasize contemporary theories, research, and the useful application of knowledge to current problems experienced by people individually and collectively. The curriculum is delivered in varied formats, including face-to-face classes, online courses, and blended classes that utilize both face-to-face sessions and online instruction.

Department Mission

The mission of the department is to engage students in the discovery of knowledge in the social and behavioral sciences. The undergraduate programs emphasize broadening and deepening students' understanding of people, considered from the perspectives of the individual, group and society. An overarching goal is to engage students in the application of what they learn so that it enriches their personal lives, enhances their effectiveness in the workplace and stimulates their interest in pursuing responsible citizenship roles. The graduate programs in psychology build on the foundation of scientific discoveries in the core areas of the field and focus on the development of professional insights and skills necessary for becoming effective and productive practitioners, researchers and instructors.

Department Goals

- Provide high-quality undergraduate degree programs and courses that meet the educational needs of the general student population and those with majors or minors in psychology, sociology and social work.
- Provide high-quality graduate programs that meet the educational needs of students who are seeking advanced training in psychology.
- Promote and publicize the growth and accomplishments of faculty and advanced students in their fields of expertise.
- Share the knowledge and expertise of students and faculty with others outside the university community.
- Incorporate innovation, technology and diverse instructional techniques into the curriculum.

Counseling Program

Program Director

Drew A. Curtis, Ph.D., Assistant Professor of Psychology

Program Description

The M.S. program in counseling psychology provides the educational requirements for licensure as a licensed professional counselor (LPC) in Texas and with appropriate course and practicum selections will meet the educational requirements to become a licensed psychological associate (LPA) in the State of Texas. (Note: Completion of the degree does not guarantee eligibility for licensure. Requirements include successful passing of a licensing exam and for the LPC include additional post-degree supervised experience. In addition, licensure requirements vary across states.)

Typically, full-time students can complete the program in three years. For students who may decide to pursue a doctoral degree in psychology, the program provides opportunities for research experience through participation in ongoing research projects and/or by initiating individual research projects via a specialized research course or a master's thesis.

Program Mission

The purpose of the M.S. in counseling psychology program is to educate competent, responsible and ethical future counselors, who have an understanding of the scientific principles of counseling psychology and the skills necessary to apply those principles in the mental health field. The program is committed to helping students understand and appreciate all aspects of diversity in counseling situations, including among individuals and in intervention approaches.

Program Goals

The mission, philosophy and values of the program are represented in these goals:

- To provide students with a broad understanding of general counseling theory and practice.
- To provide educational opportunities so that students will also develop their knowledge of research and theory in the basic domains of scientific psychology, including social, developmental, vocational and health psychology, thus providing a holistic approach to counseling.
- To facilitate students' acquisition of counseling skills through exposure to educational and practical experiences.
- To provide the basic training and experiences necessary for students to pursue becoming licensed professional counselors or licensed psychological associates in the state of Texas.
- To endow graduates with counseling competencies in diverse settings and with diverse populations – and to train students who are socially responsible and ethical in

professional practice, and who demonstrate their knowledge of the role of diversity in all areas of counseling psychology practice

Program Objectives

Upon completion of the program, graduates should be able to:

- Demonstrate entry-level knowledge of core theoretical principles of counseling.
- Distinguish between the practice of individual and group therapeutic interventions and demonstrate entry-level skills needed for both.
- Demonstrate entry-level knowledge of marriage and family therapy models.
- Evidence an awareness of multicultural issues in the therapeutic environment.
- Demonstrate an understanding of the stages of human growth and development.
- Evidence the skills necessary to assess psychopathologies according to the current DSM taxonomy, and understand professional strengths and limitations in working with particular psychopathologies (demonstrate knowledge of when and how to refer to other professionals).
- Demonstrate knowledge and practice of a variety of psychological assessment techniques.
- Assimilate the codes of professional counseling ethics by showing commitment to the ethical and legal standards of the profession, including sensitivity to individual, gender and cultural differences.
- Demonstrate an entry-level understanding of major theoretical frameworks for career development.
- Demonstrate competencies with a variety of individual and group counseling approaches in supervised internships

Program Outcomes

The M.S. in counseling psychology is subject to certain academic and personal requirements. In addition to the general requirements of the College of Graduate Studies, degree candidates must:

- Show evidence of a level of personal maturity and stability that is needed in counseling-related vocations.
- Complete all courses in the prescribed M.S. in counseling psychology curriculum with a minimum grade point average of 3.0.
- Demonstrate entry-level expertise in the diagnosis of mental disorders.
- Demonstrate entry-level expertise in the development of treatment plans.
- Demonstrate entry-level expertise in the implementation of treatment plans.
- Demonstrate professional integrity and conduct based on legal and ethical standards with clients and staff.
- Demonstrate entry-level competence in case presentations, oral reports and written reports.
- Demonstrate competency in multicultural awareness and diversity as it pertains to counseling situations of assessment and treatment.

- Demonstrate competency in knowledge of human development (child, adolescent and adult).
- Demonstrate entry-level competency in a broad range of counseling orientations and therapies.

Recommended Sequences of Classes

Fall Start (Psy 6302, leveling course, NOT required)

<p>Fall Year 1</p> <p>6306 Advanced Abnormal Psychology 6323 Counseling Theories 6325 Counseling Methods and Techniques 6329 Professional Orientation to Counseling</p> <p style="text-align: right;">12 Credits</p>	<p>Spring Year 1</p> <p>6307 Psychopathology 6322 Psychological Assessment 2 courses from 6347, 6351, and 6315</p> <p style="text-align: right;">12 Credits</p>
<p>Fall Year 2</p> <p>6309 Cognitive Behavioral Therapy 6328 Ethics and Law in the Counseling 6314 Research Methods</p> <p style="text-align: right;">9 Credits</p>	<p>Spring Year 2</p> <p>6324 Group Counseling 6344 Addictions Counseling 1 course from 6347, 6351, 6315</p> <p style="text-align: right;">9 Credits</p>
<p>Fall Year 3</p> <p>6326 Counseling with Minorities 6371 Practicum 1 Elective (depending on need)</p> <p style="text-align: right;">9 Credits</p>	<p>Spring Year 3</p> <p>6371 Practicum 2 Electives (depending on need)</p> <p style="text-align: right;">9 Credits</p>

rev 04/2017

Fall Start (Psy 6302, leveling course, REQUIRED)

<p>Fall Year 1</p> <p>6302 Core Concepts in Psychological Science 6306 Advanced Abnormal Psychology 6323 Counseling Theories 6329 Professional Orientation to Counseling</p> <p style="text-align: right;">12 Credits</p>	<p>Spring Year 1</p> <p>6307 Psychopathology 6325 Counseling Methods and Techniques 6322 Psychological Assessment 1 course from 6347, 6351, and 6315</p> <p style="text-align: right;">12 Credits</p>
---	---

<p>Fall Year 2</p> <p>6309 Cognitive Behavioral Therapy 6328 Ethics and Law in the Counseling 6314 Research Methods</p> <p style="text-align: right;">9 Credits</p>	<p>Spring Year 2</p> <p>6324 Group Counseling 6344 Addictions Counseling 1 course from 6347, 6351, 6315</p> <p style="text-align: right;">9 Credits</p>
<p>Fall Year 3</p> <p>6326 Counseling with Minorities 6371 Practicum 1 Elective (depending on need)</p> <p style="text-align: right;">9 Credits</p>	<p>Spring Year 3</p> <p>6371 Practicum 1 course from 6347, 6351, 6315 1 Elective (depending on need)</p> <p style="text-align: right;">9 Credits</p>

Spring Start (Psy 6302, leveling course, NOT required)

<p>Spring Year 1</p> <p>6329 Professional Orientation to Counseling 6323 Counseling Theories 6325 Counseling Methods and Techniques 1 course from 6351 or 6315</p> <p style="text-align: right;">12 Credits</p>	<p>Fall Year 1</p> <p>6306 Advanced Abnormal Psychology 6328 Ethics and Law in the Counseling 6314 Research Methods 6326 Counseling with Minorities</p> <p style="text-align: right;">12 Credits</p>
<p>Spring Year 2</p> <p>6307 Psychopathology 6324 Group Counseling 6309 Cognitive Behavioral Therapy</p> <p style="text-align: right;">9 Credits</p>	<p>Fall Year 2</p> <p>6322 Psychological Assessment 6347 Developmental Psychology 1 Elective (depending on need)</p> <p style="text-align: right;">9 Credits</p>
<p>Spring Year 3</p> <p>6371 Practicum 6344 Addictions Counseling 1 course from 6351 or 6315</p> <p style="text-align: right;">9 Credits</p>	<p>Fall Year 3</p> <p>6371 Practicum 2 Electives (depending on need)</p> <p style="text-align: right;">9 Credits</p>

Spring Start (Psy 6302, leveling course, REQUIRED)

Spring Year 1 6302 Core Concepts in Psychological Science 6329 Professional Orientation to Counseling 6323 Counseling Theories 1 course from 6351 or 6315 12 Credits	Fall Year 1 6306 Advanced Abnormal Psychology 6325 Counseling Methods and Techniques 6328 Ethics and Law in the Counseling 6314 Research Methods 12 Credits
Spring Year 2 6307 Psychopathology 6324 Group Counseling 6309 Cognitive Behavioral Therapy 9 Credits	Fall Year 2 6322 Psychological Assessment 6347 Developmental Psychology 6326 Counseling with Minorities 9 Credits
Spring Year 3 6371 Practicum 6344 Addictions Counseling 1 course from 6351 or 6315 9 Credits	Fall Year 3 6371 Practicum 2 Electives (depending on need) 9 Credits

Core Counseling Courses

The list below includes is a current list of the courses for the counseling degree. It includes both the format and semesters in which they are typically offered. If a course is listed as occurring in multiple semesters and multiple formats, that does not mean that each format will be offered each semester.

Generally, only one format will be offered in each session.

Course	Semester(s) Offered	Format(s)
6302 Core Concepts in Psychological Science	Fall, Spring	online
6306 Advanced Abnormal Psychology*	Fall	in-person
6307 Psychopathology*	Spring	in-person
6309 Cognitive Behavioral Therapy*	Fall, Spring	in-person
6314 Research Methods	Fall, Spring	online
6315 Marriage and Family Counseling	Spring	online
6322 Psychological Assessment	Fall, Spring	in-person
6323 Counseling Theories*	Fall, Spring	in-person, online
6324 Group Counseling*	Spring	in-person
6325 Counseling Methods and Techniques*	Fall, Spring	in-person
6326 Counseling with Minorities	Fall	online
6328 Ethics and Law in the Counseling Profession	Fall	in-person
6329 Professional Orientation to Counseling*	Fall, Spring	in-person
6344 Addictions Counseling	Spring	in-person

6347 Developmental Psychology	Fall, Spring, Summer	online
6351 Survey of Vocational Counseling	Spring	in-person
6371 Practicum	Fall, Spring, Summer	
6399 Thesis	Fall, Spring	
6671 Practicum	Fall, Spring	
6699 Thesis	Fall, Spring	

*Indicates pre-practicum requirement

Relevant Elective Coursework

The list below includes many of the courses counseling students typically take to fulfill their electives. It includes both the format and semesters in which they are typically offered. If a course is listed as occurring in multiple semesters and multiple formats, that does not mean that each format will be offered each semester. Generally, only one format will be offered in each semester.

Course	Semester(s) Offered	Format(s)
5335 Health Psychology	Fall, Summer	online
6303 Social Psychology	Fall	online
6311 Theories of Personality	Summer	online
6327 Therapy with Children and Adolescents	Spring, Summer (sometimes)	in-person
6336 Psychology of Chemical Dependency	Spring (sometimes)	online
6341 Advanced Learning	Spring (sometimes)	online
6342 Cognitive and Behavioral Neuroscience	Spring (sometimes)	online
6343 Employee Assistance Counseling	Spring	in-person

****Note:** These lists are subject to change. They are meant to serve as guides in helping you develop your course plan. However, changes may be made due to student interest or availability of faculty to teach certain courses. Although it is not required, getting regular advising can help to make sure that you remain on track to graduate. You can also track your progress on your degree plan online through Ramport.

Graduate Courses in Psychology (PSY)

*required prior to practicum

PSY 6302 Core Concepts in Psychological Science. (3-0). A survey of the major areas of psychological science. Core topics include human social behavior, personality, psychological disorders and treatment, learning, memory, human development, biological influences, and research methods. Related topics may include sensation, perception, states of consciousness, thinking, intelligence, decision-making, language, motivation, emotion, stress and health, cross-cultural psychology, animal behavior, and applied psychology.

PSY 6303 Social Psychology (3-0). A study of the development and modification of human interaction, including topics such as social motives, social influence, aggression, attraction, attitudes, and group processes.

***PSY 6306 Advanced Abnormal Psychology (3-0).** An advanced study of normal versus abnormal behavior and examining the principles dysfunction and distress in human behavior. In

addition, the course will survey biological, psychological, and sociocultural factors associated with behavioral pathologies across the life-span.

***PSY 6307 Psychopathology (3-0).** This course examines social, psychological, and biological factors that contribute to psychological disorders across the life-span. Emphasis will be placed on integrating scientific literature, theories, and current Diagnostic and Statistical Manual of Mental Disorders in applications of identification, assessment, diagnosis, and treatment of psychological disorders. In addition, the course will present basic knowledge of psychopharmacological medications. Prerequisite: Psychology 6306.

***PSY 6309 Cognitive-Behavioral Therapy (3-0).** A study of clinical application of cognitive-behavioral therapies, techniques and interventions to a wide range of mental and emotional problems. The course will also examine some brief therapy approaches and techniques.

PSY 6311 Theories of Personality (3-0). An in-depth review of the major contemporary theories of human personality and the empirical research related to each. Applications are made about the role of personality in a variety of contexts.

PSY 6313 Research Design and Analysis (3-0). An investigation of and practice in research methods and analysis. The focus is on the statistical analysis of various research designs including univariate analysis of variance, multiple means tests, complex comparisons, regression, analysis of covariance and computer applications. A research paper incorporating the above material is required.

PSY 6314 Research Methods (3-0). An in-depth treatment of non-experimental, quasi-experimental, and true experimental (or randomized) designs focusing on advantages and disadvantages of each. Special emphasis is placed on how the various research designs are related to generalized causal inference and the common misinterpretations connected with these inferences and associated statistical analyses.

PSY 6315 Marriage and Family Counseling (3-0). Examination of current issues, theories, and therapeutic techniques in the field of marriage and family counseling.

PSY 6322 Psychological Assessment (3-0). A study of widely used measures of personality and intelligence. Students will gain experience in conducting interviews and behavioral observations, and they will learn how to administer, score and interpret a variety of psychological tests. Students will also gain experience in writing professional reports.

***PSY 6323 Counseling Theories (3-0).** Review of the major theories and techniques of individual counseling. Pre-practicum application of selected individual counseling techniques.

***PSY 6324 Group Counseling (3-0).** Review of the major theories and techniques of group counseling. Pre-practicum application of selected group counseling methods.

***PSY 6325 Counseling Methods and Techniques (3-0).** Knowledge and application of conceptual and practical skills needed for individual and group counseling. Emphasis is placed

on working within an evidence based treatment model of selecting and applying interventions. Designed to prepare students for practicum.

PSY 6326 Counseling with Minorities (3-0). A descriptive and comparative analysis of classical counseling theories as they apply to ethnic and cultural diversity. An exploration of nontraditional counseling techniques for individuals of different racial, cultural, or socioeconomic status.

PSY 6327 Therapy with Children and Adolescents (3-0). A study of clinical interventions that integrates multicultural and relational approaches in therapy with children and adolescents. Emphasis is placed on translating conceptualizations of client's problems into specific treatment plans and interventions. The course examines various disorders including depression, anxiety, attention deficit/hyperactivity, eating disorders, and conduct disorders.

***PSY 6329 Professional Orientation to Counseling (3-0).** An introduction to the counseling profession including specialty areas. This course introduces students to the role and function of counselors and related professions in various areas of practice. The history of counseling, professional goals and objectives, ethical standards, legal issues, professional trends, professional associations, credentialing, and the academic preparation of counselors are covered.

PSY 6330 Applied Economic Psychology (3-0). The use of behavioral science methods in studying economic behavior, focuses on contributing solutions to individual and societal problems.

PSY 6332 Social Perception (3-0). Using the social psychological perspective, this course is a study of how people perceive, relate, and interact with others in their social environment.

PSY 6334 Environmental Psychology (3-0). A review of research and theory on transactions between people and physical environments emphasizing adaption, opportunities for goal-directed action, and sociocultural processes. Topics include human territoriality, personal space, crowding, environmental stressors, and person-environment perspectives of social interaction and group processes.

PSY 6335 Health and Wellness Psychology (3-0). The application of psychology to the prevention and treatment of illness using a biopsychosocial perspective. Topics include stress and its management, pain and its management, epidemiology of cardiovascular disease and cancer, alternative methods of healing, exercise and applied clinical nutrition.

PSY 6336 Psychology of Chemical Dependency (3-0). A study of substances of abuse, their biological and psychological effects, and intervention strategies for chemical dependency.

PSY 6338 Educational Psychology (3-0). An overview of the field of educational psychology, focusing on cognitive, social, and motivational aspects of efficient learning in a variety of settings, such as the workplace and the classroom. Special emphasis is given to interventions that enhance cognitions, effortful task engagement, and the environmental contexts in which learning takes place.

PSY 6341 Advanced Learning (3-0). A detailed study of current perspectives of classical conditioning, instrumental conditioning, social learning, and biological constraints on learning. Emphasis is on theoretical approaches to these types of learning.

PSY 6342 Cognitive and Behavioral Neuroscience (3-0). An in-depth investigation of the principles of neuroscience and how they relate to cognition and behavior. Emphasis will be placed on the cellular and chemical bases of neural activity and how this activity is reflected in both normal and abnormal behavior.

PSY 6343 Employee Assistance Counseling (3-0). A study of counseling techniques within the context of Employee Assistance (EA) programs. Topics include EA careers and professional affiliations, the range of EA services in the workplace, intervention techniques, and ethics and codes of conduct. Issues in mental health counseling include substance abuse, emotional distress, health care concerns, financial and legal concerns, interpersonal conflict resolution, workplace safety concerns, and adjustment to major life events such as births, accidents, and deaths.

PSY 6344 Addictions Counseling (3-0). A study of the biological, psychological, and sociocultural factors related to etiology and course of substance-related and addictive disorders, including substances, gambling, eating, and sexual addictions. The course will also focus on theoretical and evidenced-based practices for assessment, diagnosis, and treatment of substance-related and addictive disorders.

PSY 6347 Developmental Psychology (3-0). A course that will study the various levels of life span in human beings. An integrated approach involving genetics and environmental factors will be used to assess each stage of development.

PSY 6350 Organizational Psychology (3-0). The study of human behavior in organizations, primarily at the group level. Topics include values and attitudes such as job satisfaction, personality at work, group behavior, teams, leadership, organizational structure and theory, organizational culture and climate, and conflict. Prerequisite: Completion of 9 semester credit hours in undergraduate psychology.

PSY 6351 A Survey of Vocational Counseling Methods (3-0). A course designed to analyze vocational theory and career development and explore principles related to vocational decision making. Selected vocational assessment batteries will be used to help students gain familiarity with vocational tests. Prerequisite: Completion of 9 semester credit hours in undergraduate psychology.

PSY 6352 Personnel Selection (3-0). A review of techniques and strategies for effectively matching individuals with organizations. Topics include job analysis, the measurement of individual differences, strategies for making selection decisions, legal issues related to selection, and an evaluation of common selection tools such as interviews and ability tests. Prerequisite: Completion of 9 semester credit hours in undergraduate psychology.

PSY 6353 Theory and Techniques of Consultation (3-0). An examination of the consultation process, including the role of the consultant, stages in consultation, the development of

consulting skills, and political/ethical issues. Prerequisite: Completion of 9 semester credit hours in undergraduate psychology.

PSY 6354 Seminar in Industrial-Organizational Psychology (3-0). An overview of the professional psychologist at work in organizations. Topics include research issues, personnel issues, organizational issues, and ethical and legal issues. Prerequisite/Corequisite: 6 graduate semester credit hours from Psychology 6350, 6351, 6352, 6353, 6355.

PSY 6355 Psychology of Human Performance (3-0). An in-depth study of the application of psychological principles to the optimization of human performance in the workplace. Issues include signal detection theory, attention and perception, mental workload, manual and automated control systems, and the prevention of stress and human error. Prerequisite: Completion of 9 semester credit hours in undergraduate psychology.

PSY 6356 Training and Performance Evaluation (3-0). A focused exploration of training and performance evaluation in organizations. Emphasis will be placed on needs assessments, training theory, training planning and design, training evaluation, and performance evaluation techniques. Prerequisite: Psychology 6352.

PSY 6357 Motivation, Emotion, and Stress (3-0). A detailed analysis of current theory in motivation, emotion, and stress as they relate to the modern workplace. Emphasis will be placed on theoretical knowledge, measurement, and applications of these topics using current literature in the field. Prerequisite: PSY 6350.

PSY 6358 Applied Research Methods (3-0). An examination of the methods and statistics commonly used when conducting research in applied settings. Topics will include qualitative data collection and analysis, quasi-experimental designs, organizational survey research, longitudinal designs and program evaluation. Prerequisite: Psychology 6313.

PSY 6359 Attitude Theory in Organizations (3-0). A survey of important work-related attitudes in organizations. Emphasis will be given to the development, maintenance, and effects of these attitudes with respect to critical organizational outcomes. Examples of such attitudes are job satisfaction, organizational citizenship, and counterproductivity. Prerequisite: Completion of 9 semester credit hours in undergraduate psychology.

PSY 6360 Leadership (3-0). This course will familiarize the student with the content domain of leadership including theories, research, problems, and controversies. Fundamental issues of description, identification, conceptualization, and measurement will be addressed. Both historical and contemporary views of leadership in organizations will be investigated.

PSY 6362 Basic Experimental Methodology (3-0). This course will involve a focused treatment of basic methodological skills and knowledge pertaining to I-O psychology, including internal/external validity, sampling theory, scale construction and validation, and basic consultation skills regarding these issues.

PSY 6363 Advanced Experimental Methodology (3-0). This course will involve a focused treatment of advanced methodological skills and knowledge pertaining to I-O psychology, including complex research designs, quasi-experimental designs, time-series designs, and other uncommon approaches.

PSY 6371, 6671 Counseling Psychology Practicum. Students may complete up to nine credit hours of supervised practical experience in applying the techniques of psychological appraisal and counseling. Each three credit hours requires 150 clock hours in a supervised practicum setting. (Psychology 6371 may be repeated twice, but the total practicum credits may not exceed nine.) Prerequisites 6371: Students must have completed 24 credits of graduate level psychology courses, 21 hours of which must include Psychology 6306, 6307, 6309, 6323, 6324, 6325, and 6329. Prerequisite 6671: Psychology 6371.

PSY 6381 Special Topics (3-0). A course dealing with selected topics in psychology. (May be repeated once for credit when topic varies.)

PSY 6391 Research. A specialized course of individual research or directed reading. (May be repeated once for credit.) Prerequisite: Permission of instructor.

PSY 6399 Thesis. Prerequisite: Psychology 6313 or 6314.

PSY 6699 Thesis. Prerequisite: Psychology 6313 or 6314.

Admission Requirements

Counseling Program Requirements

Students are welcome to apply for admission regardless of their undergraduate major. Those who have fewer than 18 credit hours of undergraduate psychology are required to complete a graduate leveling course (Psy 6302) that provides training in the foundational areas of psychology.

Students who have a cumulative undergraduate grade point average (GPA) of at least 3.0 *or* a GPA of at least 3.25 for the last 60 credit hours automatically qualify for admission, if space in the program allows.

Students with a GPA below 3.0 may qualify for admission on the basis of an admission formula which incorporate the undergraduate GPA (50 percent) and scores on the Graduate Record Exam (50 percent). It sets the minimum score as the equivalent of a 3.0 cumulative GPA (or 3.25 for the last 60 credit hours) and an average score of 450 on each section of the GRE. Being below the cutoff in one area can be offset by being above the cutoff in another area.

Formula: Multiply GPA by 100 and add the average score on the three GRE subtests.* Using the cumulative GPA, the minimum formula score must be 730. Using the last 60 hours GPA, the minimum formula score is 752.

*The GRE Analytical Writing subtest is scored on a scale of 1-6. This score is converted to the metric of the other subtests as follows: 1.0 – 2.0 = 130 2.5 = 135 3.0 = 140 3.5 = 145 4.0 = 150 4.5 = 155 5.0 = 160 5.5 = 165 6.0 = 170

Offer of Admission: Only written notice from the Dean of the College of Graduate Studies constitutes approval of admission.

Graduate students who have not completed at least one graduate class within the last 12 months must reapply for admission.

Application Information

A completed application consists of the following:

- [Graduate Application](#)
- \$40 application fee (non-refundable); \$50 (U.S. Dollars) for International Applicants
- Official transcripts from all colleges or universities attended (except Angelo State University). All college/university transcripts that are received by mail from the sending college/university are considered “official”. All college/university transcripts that are sealed in the sending college/ university envelope and hand-carried or mailed by the student are considered “official”. Transcripts must include certification of a completed baccalaureate or higher degree from a college or university with substantially similar degree requirements as Angelo State University.
- Official Graduate Record Exam (GRE) score (Only if you are applying for admission based on the formula rather than solely on your undergraduate GPA). To be considered official, GRE scores must be mailed directly to the ASU College of Graduate Studies from the Educational Testing Service.
- Three letters of recommendation (two must be from academic sources)
[Master of Science in Counseling Psychology Recommendation Form](#)
- An essay of no more than 500 words (typed in 12-point type with 1-inch margins) that describes your educational plans, career objectives, commitment to your particular field of study, any research experience, your view of research and possible research interests, and personal goals. The essay may also address any of the following factors which are qualities that will be acknowledged in the admission process:
 - Socioeconomic history
 - Family background (including level of educational attainment)
 - Personal talents, leadership capabilities, community service

Application Deadlines

Regular Deadlines:

- Spring: December 1
- Fall: July 15
- International Student Spring: November 1
- International Student Fall: June 10

Priority Admission Review for the Counseling Psychology program:

- March 15th for Fall admissions
- October 1st for Spring admissions

Applications for the Counseling Psychology program will be reviewed beginning on March 15 for fall admissions and October 1 for spring admissions. Applications received by these dates will receive priority and will be processed before registration so new students can register on time for a better selection of classes. After the priority deadlines, applications will be reviewed when they are received and students will be admitted based on space available in the program.

Graduate Advising and the Degree Plan

Upon admission to the Graduate School, students in psychology should contact the Director of the Counseling Program, Dr. Drew Curtis, for information and advisement. The student must also complete a Degree Plan. The Degree Plan establishes an agreement between the student, the Department, and the Graduate School concerning the exact program of study for the individual student. It incorporates information about the student's selection of the degree option and specifies the course work required for successful completion of the degree. It is the student's responsibility in the initial advising process to be generally aware of the options offered in the program, and to inform the program Director as fully as possible about career interests and aspirations. It is the Director's responsibility to assist in determining an individual plan of study that will most effectively meet the student's goals. Graduate students must file a Degree Plan during their first semester of enrollment at ASU.

Degree Plan

<http://www.angelo.edu/content/files/19648-cnsl-blnc-1314pdf>

Thesis Option

All new graduate students in psychology are given a non-thesis degree plan. They may switch to the thesis option if (a) they demonstrate skills in the areas required to successfully complete a thesis research project, and (b) a psychology faculty member is willing and available* to supervise the thesis research. The degree plan will be revised to the thesis option by the faculty member who agrees to supervise the thesis.

*Each faculty may, at his/her discretion, supervise up to three thesis students concurrently.

Rules for Enrolling in Thesis and the Assignment of a Grade

1. Students must be enrolled in *one* of the two thesis courses (Psy 6399 or Psy 6699) while they are working on their thesis. They may not be enrolled in both thesis courses concurrently, but they may switch from one course to the other course from one semester to the next.

2. To register, students must obtain the Graduate Course Approval Form from the supervising faculty member and submit it to the Graduate Dean's Office.
3. Students should have their Thesis Committee formed before the end of their first semester of enrollment in thesis. It usually takes more than one semester to initiate and complete the thesis. If some documented progress has been made, students are assigned a grade of *PR* in the thesis course(s) until the thesis has been defended and approved by the Graduate Dean, at which time six credit hours of thesis are assigned a letter grade.
4. A thesis proposal must be submitted no later than one year after the first enrollment in thesis or in the twelfth credit hour of enrollment in thesis, whichever occurs first, or an unsatisfactory grade (*NP*) will be assigned in the thesis course.
5. Students must make some documented progress on their thesis while enrolled in it, or an unsatisfactory grade (*NP*) may be assigned.
6. Students should strive to complete the thesis by the end of their third enrollment in the thesis course.
7. Students may enroll in any combination of Psy 6399 and Psy 6699 from one semester to the next, but those who complete the thesis while enrolled in Psy 6399 must have taken Psy 6399 in a previous semester (regardless of whether they enrolled in Psy 6699 previously). A letter grade is assigned to the last thesis course taken; if it is Psy 6399 then a previous Psy 6399 will be changed from *PR* to a letter grade so that six credit-hours of thesis are earned.
8. Once a student has completed the first semester of thesis with a grade of *PR* or *NP*, he/she must maintain continuous enrollment in courses (thesis and/or other courses) during the long semesters until graduation.
9. Students may enroll in thesis during the summer session(s) if the supervising faculty member agrees to supervise the research during the summer session(s). Faculty who are not teaching classes in a particular summer session are not expected to assist thesis research.
10. Students must be enrolled in Psy 6399 or Psy 6699 at the time of their thesis defense.

Guidelines for Conducting Thesis Research

The thesis research may embrace a wide variety of methods for scientific investigation. The projects may be experiments, field studies, case studies, correlational studies, or extensive library research. None of these approaches is inherently better than the others, and all have resulted in significant contributions to psychological knowledge.

Students should consult the Thesis Manual, which is available at the Graduate School website. http://www.angelo.edu/dept/grad_school/documents/THESIS_Manual2005.pdf. It provides

instructions for the appointment of the Thesis Advisory Committee and the preparation of the *proposal* and the *thesis*.

Seven Procedures to Guide Progress

1. Before a research project is begun, a written thesis *proposal* must be approved by the student's Thesis Advisory Committee and the Graduate Dean. The proposal is to be written under the direction of the Chairman of the Thesis Advisory Committee. Committee members should be allowed at least *one week* to review drafts of the proposal.

With final approval, the proposal functions as an agreement on the work to be done in the actual thesis research. Substantial deviations from the proposal must be approved by the committee. It is the responsibility of the student to provide copies of the thesis proposal to each member and, once the members have approved it, to the Graduate Dean.

2. If the thesis research entails collecting data on living human subjects, it will require the review of the Institutional Review Board (IRB). Students should consult with the Chairman of their committee for IRB guidelines and the process of submitting the research project for IRB approval. Barring any complications, it normally takes about *two to three weeks* to receive an IRB review.
3. Formulating an idea, preparing a proposal, conducting the research, and writing drafts of the thesis project are lengthy endeavors that will consume a considerable portion of time during the final year of graduate study. It is the responsibility of the Thesis Advisory Committee Chairman to provide all necessary direction and supervision during the process of conducting the thesis project. The student should rely heavily, if not exclusively, on the guidance of the Chairman during the initial stages of the thesis research.
4. After the Chairman has approved it, a draft of the thesis document should be submitted to committee members at least *two weeks* before the anticipated date of the thesis defense. The exact date and time of the thesis defense will be set by the Chairman after the committee members find the document to be acceptable to be defended.
5. The purpose of the thesis defense is to provide an intellectual forum for the student to display and discuss his or her research project. The student will be required to give a brief presentation of the project. This will be followed by questions from the committee members. As a result of the defense, some revisions in the thesis document may be necessary. The final draft of the thesis must be approved by all committee members and submitted to the Graduate Dean at least *three weeks* prior to the anticipated date of graduation. The student is responsible, in cooperation with the Graduate Dean's office, for making proper arrangements for printing and binding the three required copies of the thesis.
6. Students should plan to defend their thesis during the long semesters, *not during the summer*, because it is very unlikely that all committee members would be available for a summer defense.

7. Some scholarship programs (e.g., Carr) financially support thesis enrollment for one calendar year only. In such programs, students who take longer to complete the thesis must do so without continued financial support. Students should be aware of the time limitations of their particular scholarship program. If there are extraordinary mitigating circumstances, some scholarship programs allow students to appeal the time limit. Appeals based upon personal circumstances are under the purview of the particular scholarship committee, and the Chairman of the Thesis Advisory Committee will comment only insofar as an appeal is based upon some uncontrollable procedural delay in the research project (such as the sample of subjects became unavailable to the researcher).

Thesis Advisory Committee

The primary responsibility of the committee is to guide the student's thesis, from beginning to end. This committee is composed of four members including three from the faculty in psychology (one of whom will serve as Chairman) and one representative of the Graduate School. The process of forming the committee begins when the student obtains an agreement from someone to serve as the Chairman. The student then queries others about their willingness to serve. Official appointment of the committee requires the approval of the Graduate Dean, and this must be completed no later than the end of the first semester of enrollment in one of the thesis courses (Psy 6399, 6699).

Once the Thesis Advisory Committee has been approved by the Graduate Dean, any change in the composition of the committee thereafter requires the mutual agreement of the chairman and the student. Only in unusual circumstances will changes be made in the absence of a mutual agreement. The procedure for changing a committee in the absence of a mutual agreement is as follows: (a) the student and committee chairman meet and attempt to resolve the difference of opinion; (b) if an agreement is not reached, then the person seeking the change will submit in writing to the Department Head the reasons for the desired change; (c) the Department Head will copy the written "reasons" to both parties and meet with them, either separately or together; (d) the Department Head will approve or disapprove the change, and notify the student and committee chairman in writing; (e) either the student or the committee chairman may appeal the decision of the Department Head to the Graduate Dean.

In the absence of a mutual agreement between the student and the committee chairman, justifiable reasons for changing the committee include, but are not limited to, legal and/or ethical violations, severe personality conflicts, and serious disagreements regarding the thesis topic. Students should be aware that the faculty differs in their willingness to accept changes in the committee. Some prefer that changes not be made any time after the committee has been officially formed and others are amenable to changes up until the point in time when a thesis proposal has been approved. It is the student's responsibility to be aware of the committee chairman's position on this issue before the committee is formed.

Practicum

Six semester credit hours of practicum (Psychology 6371, 6671) are required for students pursuing the counseling option, and completion of the course entails 300 clock hours of supervised practical experience in a suitable field setting offering psychological services. Those **seeking an LPA license** must complete nine semester hours of practicum (450 hours) under the supervision of a licensed psychologist.

Departmental Guidelines

1. Prior to the enrollment in the counseling practicum, each student must complete the following courses: Psychopathology (Psy 6307), Counseling Theories (Psy 6323), Counseling Methods & Techniques (Psy 6325), and Professional Orientation (Psy 6329).
2. At least eight weeks before the semester of the practicum, the student must:
 - a) Contact the practicum supervisor, Dr. Johnny Burkhalter, for a detailed information packet and to make arrangements for site.
 - b) Obtain student liability insurance coverage through the American Professional Agency (<http://americanprofessional.com/student>).

You can purchase the minimum level of coverage for \$23.00. You must submit evidence of your insurance coverage to the Practicum course instructor before beginning any work at your practicum placement. A copy of this proof will be kept in your student file. Proof is due no later than 5 pm on Friday of the first week of classes. If you do not have proof by that time, you will be required to withdraw from the practicum class.

3. Once a student enrolls for any practicum hours (Psy 6371, 6671), he or she is expected to complete the required 300 clock hours (six semester credit hours) within two consecutive, long semesters (fall, spring) and, if necessary, one summer session.

Those seeking an LPA must complete 450 hours (9 credit hours).*

4. During the time of the practicum experience, the department and graduate faculty require the student to demonstrate the highest ethical standards of the profession and to progress in the development of a skilled capacity to deliver needed psychological services to clientele. In the event that a practicum student is believed to be exhibiting conduct unbecoming the profession or damaging to clientele, the practicum supervisor may recommend to the Head of the Department that the student be dropped from enrollment in the practicum with a grade to be specified in the supervisor's recommendation.

Additionally, if it is the supervisor's judgment that violations of Angelo State University's standards of conduct for students (see the Student Handbook) have occurred, the supervisor may refer the matter to the Dean of Student Life.

Graduate, Research, and Teaching Assistantships

Normally, five graduate assistantships, two research assistantships, and three teaching assistantships are available for outstanding students in psychology during each academic year.

The ***Graduate Assistant's*** duties are to assist a graduate faculty member in the delivery of undergraduate courses and/or professional research endeavors. Examples of duties include supervised classroom instruction, tutorial work with undergraduate students, development of course testing and grading instruments, course related library investigation, and assisting in all phase of projects.

The ***Research Assistant's*** duties are limited exclusively to assisting in research activities.

The ***Teaching Assistant*** responsibilities are to assist in the delivery of instruction of an introductory psychology course in the fall semester and then teach two sections of the course in the spring semester. The teaching assistantship is a contract appointment for an academic year, and the other assistantships (graduate, research) are staff appointments without a fixed term. The Department usually limits students from serving as a teaching assistant beyond one year and from serving as a graduate or research assistant beyond two years.

Out-of-state teaching assistants and research assistants qualify for in-state tuition rates in addition to receiving the normal financial stipend. Acceptance of an assistantship does not disqualify the student from applying for scholarships and other financial aid through the University's Office of Financial Aid or the Carr Academic Scholarship program. Students who accept appointments to assistantships (graduate, research, or teaching) are expected to devote full-time to the combination of their studies and assistantship duties. Consequently, the assistants should not seek or obtain other employment in conjunction with appointments, and they are required to maintain at least a six semester credit hour course load for the duration of the assistantship with a grade-point average of at least 3.00.

Application and Selection Process

Graduate Assistant and Research Assistant

Applications may be obtained online at the ASU website or from the Graduate College Office or from the department office. Submit the applications to the office coordinator in the psychology department. Three reference letters must accompany the application. Students should seek references who can testify to their commitment and qualifications for study in psychology. Normally, applications should be submitted when the student has been accepted into one of the graduate programs. Decisions on the positions will normally be made early in the spring semester (prior to an appointment for the next academic year) by the graduate program directors.

Teaching Assistant

Applications may be obtained online at the ASU website or from the Graduate College Office or from the department office. Submit applications to the office coordinator in the psychology department. To qualify, students must have completed 18 graduate credit hours by the beginning of the academic year when the position begins (normally the student's second year in the program). Consideration of the applications will begin in the third week of April each year (for appointments that will begin the next fall semester).

Application for Assistantship

http://www.angelo.edu/dept/grad_school/documents/GA_TA_RA_Application.pdf

Wage information

Graduate assistantships are paid \$13.50/hour, generally for a 17.5-hour work week.

Teaching assistantships are for an academic year (or semester) and carry a stipend of \$11,095/academic year.

The Comprehensive Examination

Each candidate for the M.S. degree in Psychology must successfully pass either a written or an oral comprehensive exam. The written exam format applies to non-thesis students, and the oral exam format applies to thesis students. All course work for the degree (except those courses in progress in the semester when the degree is to be awarded) must normally be completed prior to the exam.

Students who take the comprehensive exam, either oral or written, are graded as "satisfactory" or "unsatisfactory." A student who fails the comprehensive examination is allowed to retake the exam no sooner than the next semester. Any student who fails the second comprehensive exam will be terminated from the graduate program at Angelo State University.

Written Comprehensive Exam

The *written* comprehensive exam is administered approximately four weeks before the end of the student's last semester; or in summer sessions it is administered between the first and second sessions.

The exam is constructed by the graduate faculty and it covers material from required counseling courses. The format and content of the exam is meant to mimic that of the National Counselor Examination.

The exam has two parts, and students must earn a score of 70% or higher on *one* of the two parts to pass. Both Part I and Part II have 100 multiple-choice questions that cover . Students who pass Part I need not take Part II.

The exam is administered online in the ASU Testing Center, located in Room 291 of the Vincent Building. Immediately upon submitting their exam, either Part I or Part II, students will receive their score. Ordinarily, Part II of the exam is administered a few days following Part I, if needed.

A list of the textbooks and the chapters covered on the exam is provided in a *Study Guide*, which is updated each semester and available to students through the department office.

Oral Comprehensive Exam

The *oral* comprehensive exam, required of all *thesis* students, is administered during the thesis defense and evaluated by the Thesis Committee. This exam, called the "comprehensive thesis defense," requires students to view their thesis research from the perspectives of several required courses in their program of study. The particular contents of the oral exam and criteria for satisfactory performance are determined by the Thesis Advisory Committee. The comprehensive

thesis defense is scheduled no later than *four weeks* prior to the date on which the candidate's degree is to be conferred.

Additional Information

Statement on Equal Educational Opportunity

No person shall be excluded from participation in, denied the benefits of, or be subject to discrimination under any program or activity sponsored or conducted by Angelo State University, on any basis prohibited by applicable law, including, but not limited to, race, color, national origin, religion, sex, or disability.

Student Responsibility

Each student is responsible for knowing the academic regulations in the *University Graduate Catalog*. Unfamiliarity with these regulations does not constitute a valid reason for failure to fulfill them. Eligibility to register at each registration period must be determined by the student. A student has the responsibility to register only in courses for which he or she is eligible. If a student registers in a course for which he or she is ineligible, the student may be administratively dropped without receiving any credit for work done.

Academic Honor Code

Angelo State University expects its students to maintain complete honesty and integrity in their academic pursuits. Students are responsible for understanding the Academic Honor Code, which is available on the web at: <http://www.angelo.edu/forms/pdf/honorcode5.pdf>

Disabilities

Persons with disabilities which warrant academic accommodations must contact the Office of Student Services (325 942-2191), Room 203-B in the Hardeman Building, in order to request such accommodations prior to their being implemented. You are encouraged to make this request early in the semester so that appropriate arrangements can be made.

Sexual Harassment Policy

http://www.angelo.edu/dept/human_resources/documents/studentEmploymentForms/Sexual%20Harassment%20Policy.pdf

Time Limit on Coursework

All course work (including thesis if required and any transfer credits) must be completed within a period of six years from the date of the earliest credit to be counted on the degree. Under certain circumstances,* the Department Head may approve a time extension for up to two years for a maximum of three courses.

*Student has applied for an extension with the Dean of the Graduate School and presented an acceptable explanation for why the degree was not completed in a timely manner.

Licensure Information

Current licensing requirements for licensed professional counselors (LPC) can be found

on-line at http://tdh.state.tx.us/hcqs/plc/lpc/lpc_lic.htm and for licensed psychological associates (LPA) at <http://tsbep.state.tx.us>.

The Writing Center

The Writing Center is an academic support service available to all ASU students. Peer tutors help experienced and inexperienced writers with all steps of the writing process. Tutors will help students review writing assignments in order to provide suggestions and recommendations about organization, paragraph development, grammar, documentation, etc.; however, tutor cannot edit papers. To learn more about their services, visit the Writing Center website at http://www.angelo.edu/dept/writing_center/. The Writing Center is located on the third floor of the Porter Henderson Library, Room C305