TO: Prospective Graduate Students

FROM: Steven W. Lee, PhD
Professor and Chair

RE: PRE Application Information

Thank you for contacting the Department of Psychology and Research in Education and expressing interest in the PRE graduate programs. This department is administered under the umbrella of the School of Education and offers graduate degrees in three distinct areas: Counseling Psychology, School Psychology and Educational Psychology and Research. The doctoral programs in Counseling Psychology and School Psychology are APA (American Psychological Association) accredited. In addition, the EdS and PhD programs in School Psychology are both accredited by NASP (National Association of School Psychologists).

This document should answer many of your basic questions about our department and the application process. Our faculty and staff would be happy to answer any additional questions you may have.

Please email preadmit@ku.edu or telephone 785-864-9645 with your inquiries. In order to ensure that the appropriate individual will be available to answer your questions, it is best to set up an appointment to visit our department in person or to speak on the telephone with a program representative. During the academic year our faculty members are sometimes outside of their offices due to teaching, service, and research responsibilities, which could affect their immediate availability.

The PRE Admissions page (http://pre.soe.ku.edu/admission) has pertinent information about all of the programs in the department. Thanks again for considering the programs in our department. Feel free to contact me or any of our staff if you have questions or need help in the application process.

Revised 9/6/13
ADMISSIONS INFORMATION
The University of Kansas has an Affirmative Action Program and is an Equal Opportunity institution. KU’s Graduate programs in education are open to persons who have attained baccalaureate or master’s degrees with an academic record that indicates that the applicant has the ability to complete graduate study. (Regular admission is contingent upon evidence that an undergraduate degree has been conferred.)

APPLICATION DEADLINES
Applications are accepted for Fall or Summer enrollment only.

Counseling Psychology (CSPY)                     School Psychology (SPSY)
PhD Program: December 15                         PhD Program: December 15
MS Program: January 1                             EdS Program: December 15

Educational Psychology and Research (EPR)
PhD Program: December 15
MSEd Program: December 15

CONTACT INFORMATION
The University of Kansas
Graduate Admissions (School of Ed/PRE)          The University of Kansas
Strong Hall                                      Psychology and Research in Education
1450 Jayhawk Blvd., Room 313                    Attn: Graduate Applications
Lawrence, KS 66045-7535                          Joseph R. Pearson Hall
785-864-8040                                     1122 West Campus Road, Room 621
gapc@ku.edu                                      Lawrence, KS 66045-3101
http://www.graduate.ku.edu                      785-864-3931 phone; 785-864-3820 fax

APPLICATION PROCESS OVERVIEW
Each PRE program has an admissions committee composed of three to five faculty members who specialize in that particular program area. Completed applications are reviewed shortly after the program’s deadline date. The criteria for a complete application must be met, but are not the only conditions to assure an applicant’s admission to a departmental program. Program admission ultimately depends on committee members’ votes based on their perceptions of the applicant’s potential for successful completion of the requested degree program and the availability of faculty to advise and direct the applicant’s training.

Once the PRE admissions committee has completed their review, a recommendation (to admit or deny) will be forwarded to the Office of Graduate Studies, where a final decision will be made. Applicants will then receive an official notification of the application decision by email.

STEPS AND REQUIREMENTS FOR A COMPLETE APPLICATION

1 Prepare First – The online application will require upload of several documents including your resume, statement of purpose, test scores, and transcripts. In addition, the form will ask you to submit the names and email address of those providing your references in support of your application. There is space for you to upload a writing sample however this is not a required part of the application process.
2 Submit the Graduate Studies online application (http://www.graduate.ku.edu/apply) and non-refundable application fee. Print a copy of your application for your personal files.

3 Statement of Purpose and Resume. For EPR applicants, be sure to note in your Statement of Purpose which track (D&L - Development and Learning or REMS – Research, Evaluation, Measurement and Statistics) you intend to pursue. In your Statement of Purpose, please:
   • Describe your career goals.
   • Describe how you see your career goals relating to this degree program; that is, describe how you see this program preparing you to meet your career objectives.
   • Describe past work or educational experiences related to this degree program.
   • Describe what skills/competencies and experiences you hope to gain in this program.
   • Describe any past research experiences and accomplishments.
   • Describe one research topic/issue that you would like to pursue in this program.
   • Please provide additional information concerning your background, experience, goals, or accomplishments/awards you believe are pertinent to your application.

4 Official GRE scores. Scores must be sent directly from the institution.
   • The GRE should have been taken within five years of the application date, and scores should typically equal or exceed the 50th percentile: 150-151 on Verbal and 149-150 on the Quantitative sections.
   • The institution code for the University of Kansas is 6871.
   • The major field codes for our department are:
     ▪ 2005 for Counseling Psychology
     ▪ 3403 for Educational Psychology and Research
     ▪ 3406 for School Psychology

5 Official transcripts from each institution of higher education attended. You may upload a copy of your official transcripts for review purposes. However, if you are admitted, official transcripts, sent directly from the institution, will be required before second semester enrollment. If your school offers electronic transcripts, you may request the paperless version be sent directly to preadmit@ku.edu.
   • An undergraduate grade point average of 3.0 or higher is required for regular admission. If applicable, a graduate grade point average of 3.5 or higher is required for regular admission.
   • At the discretion of the university, an applicant may be admitted as a provisional graduate student when either the quality or kind of undergraduate preparation is deficient, i.e., the undergraduate grade-point average is below 3.0 or the student has not met the prerequisites for graduate study.

6 Three recommendation forms and/or letters from individuals in a position to evaluate the applicant’s qualifications for graduate study. Recommendation forms and letters can be solicited for three recommenders through the online application.

7 Official TOEFL or IELTS scores are required for non-native speakers of English. Scores must be sent directly from the institution.
   • TOEFL or IELTS scores must be achieved not more than two years prior to the semester of admission.
   • For Regular admission, all TOEFL part scores should be at least 20 -or- the minimum overall IELTS score should be 6.0 with no part score below 5.5.
   • In lieu of TOEFL or IELTS scores, English proficiency can be verified by graduation with a baccalaureate degree (or higher) earned in residence from an accredited US institution of higher education, or from such an institution whose medium of instruction is English.
• KU’s English Proficiency Requirements can be found on the Graduate Studies website [http://www.graduate.ku.edu/english-proficiency-requirements](http://www.graduate.ku.edu/english-proficiency-requirements).

**ADDITIONAL REQUIREMENTS FOR INTERNATIONAL APPLICATIONS**

All international students are required to check-in at the Applied English Center (AEC) upon arrival to campus. At that time, the AEC will confirm the student's level of English proficiency and determine if additional English courses are required.

Some degree programs, such as Counseling Psychology, set higher minimums for the TOEFL and may also require the applicant to submit SPEAK or TSE scores.

It takes approximately eight to twelve weeks to process requests for visa documents to enter the United States for incoming international students. These requests cannot be processed unless all documentation has been received. Please consult the KU web site for International Students and Scholar Services [http://www.iss.ku.edu](http://www.iss.ku.edu) for important information.

Please consult [http://travel.state.gov](http://travel.state.gov) for useful information about visas.