Counseling Psychology— Master of Arts (MA)
Application Requirements

Potential applicants who have not completed their bachelor’s degree should inquire about the BA completion programs in psychology offered at JFK University and the linked BA/MA opportunity available.

- **Application.** Applicants are encouraged to apply online at [https://secure.jfku.edu/application/](https://secure.jfku.edu/application/). An application can also be downloaded at [http://www.jfku.edu/Admissions/Apply-to-JFK-University.html](http://www.jfku.edu/Admissions/Apply-to-JFK-University.html). Be sure to provide all requested information on the application.

  **Statistical Information Section:** The information requested provides the University with a profile of its students and statistical data required for funding from the federal government and foundations. An applicant’s admission to the University will not be affected if all questions are not answered.

- **Nonrefundable application fee.** This fee must accompany the Application Form. Please make checks payable to John F. Kennedy University.
  
  MA Degree $65   
  Nondegree $40

- **One set of official transcripts** of the conferred BA degree and any post-Bachelor credits or degrees. The Bachelor’s degree must be from a regionally accredited institution and the awarding of the degree must be indicated on the official transcript.

  **NOTE:** Transcripts not sent directly to the Admissions Office from the issuing institution must remain sealed to be considered official. Transcripts become the property of the University and will not be returned or released to another party.

- **Personal statement.** Please the next page for guidelines.

- **Three signed recommendation forms** that attest to the applicant’s suitability for the MA in Counseling Psychology program. The forms are attached and two should be completed by former or current instructors.

Once the completed application is received, applicants will be contacted by the program to schedule an interview. Out of area applicants may be admitted provisionally based on their completed application file and then will meet with the program chair or faculty advisor upon arrival.

Please see the next page for additional information.

All application documentation must be submitted directly to: John F. Kennedy University
Admissions Office
100 Ellinwood Way
Pleasant Hill CA 94523-4817
Additional Requirements for International Applicants

- Certification of Finances.
- Certified translations of all transcripts, if not in English.
- Proof of English proficiency, if native language is not English. English proficiency may be met by achieving the following:
  - on the Test of English as a Foreign Language (TOEFL), 550 on the paper-based test, 213 on the computer-based test, or 79-80 on the Internet-based version,
  - with the International English Language Testing System (IELTS), a score of 6 with no band lower than 5.5,
  - successful completion of JFK University’s English Language program, or
  - by other measures which may be reviewed on a case-by-case basis.

Notes:
1. Applicants must have the equivalent of a US Bachelor’s degree.
2. The United States Citizenship and Immigration Services (USCIS) requires that the name on the application match exactly with the name on the passport.

Applicants who wish to transfer from other approved US educational institutions must fulfill all application and admission requirements and be in good standing as full-time students in their present institution.

Contact the International Student Advisor at 925.969.4570 or iso@jfku.edu with any questions regarding international student application or admissions.

Written Personal Statement Guidelines

The personal statement is an essential component of the application and will be reviewed during the interview.

Purpose:
- Facilitate the process of synthesizing your interests and goals in the area of psychology
- Provide a sample of your writing abilities.
- Expedite the interviewers’ gathering of information about you.
- Assess your self-awareness and disclosures about your personal, familial, cultural, and community patterns.

Format:
- Word-processed and double-spaced.
- 4 - 6 pages in length plus a title page.

Content:
The personal statement should be a reflection of your interest and energy for the field of psychology. At a minimum, the statement should address:
- Why are you considering graduate school at this time?
- What do you believe are your strengths and weaknesses as a student? As a potential therapist and/or consultant?
- What would you like to gain from your experience in graduate school?
- Why do you want to be a therapist and/or consultant?

John F. Kennedy University reserves the right to verify the authenticity of a given document through contact with the issuing source. Documentation submitted in support of an application becomes the property of the University and will not be returned. Photocopies of documents submitted to support an application will not be given to applicants, students or outside parties.

John F. Kennedy University does not discriminate, in admissions or in access to programs, against qualified individuals on the basis of race, color, height, weight, national origin, religion, age, marital status, gender, sexual orientation, veteran status, or disability. Admissions decisions are made independent of need for financial aid.

Version 9/13
Applicant’s Name________________________________________ Social Security Number ________________________

To the Applicant: The Family Educational and Privacy Act of 1974 gives students the right to review letters of recommendation. The law also permits students to waive the right if they choose, although such a waiver cannot be a condition of admission. Check the statement below that indicates your option. Then sign below and date.

[ ] Confidential: I waive my right to review this recommendation.

[ ] Nonconfidential: I retain my right to review this recommendation.

Signature:____________________________________________________ Date:____________________________

To the Recommender: Please accept this form only if the above named applicant has completed the section above. The applicant is applying for admission to the Master of Arts in Counseling Psychology program at John F. Kennedy University. We would appreciate your candid opinion of the applicant and are particularly interested in the applicant’s suitability for the degree. Thank you in advance for completing this form.

Please make a brief narrative statement here or attach a letter to this form. Please also complete the other side of this form.
Please assess the applicant on the qualities listed below by placing an “X” in the appropriate category. Use as your standard of comparison other students or employees whom you have known in a similar capacity.

<table>
<thead>
<tr>
<th>Characteristic</th>
<th>Poor</th>
<th>Good</th>
<th>Superior</th>
<th>Unable to Judge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic ability</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Breadth of general knowledge</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Understanding of human behavior</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Written expression of ideas</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oral expression of ideas</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ability to work with others</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Creativity and originality</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social awareness and concern</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maturity and judgement</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emotional stability</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Self-awareness</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional commitment</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Appropriateness for chosen field</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Potential for success</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Indicate the strength of your overall endorsement of the applicant:

- [ ] Not recommended
- [ ] Recommended with reservations
- [ ] Recommended
- [ ] Highly recommended

If you check “Not recommended” or “Recommended with reservations”, please elaborate below.

I have known the applicant for ____ years, ____ months.

I know the applicant: [ ] Slightly [ ] Fairly well [ ] Very well

I have known the applicant as: [ ] an undergraduate student [ ] a graduate student [ ] an adviser
[ ] a teaching assistant [ ] a research assistant [ ] other

Name_____________________________________________________ Title_________________________________________

Organization_________________________________________________________ Telephone___________________________

Address _________________________________________________________________________________________________

Signature____________________________________________________________ Date_______________________________

Return this form directly to: John F. Kennedy University
Admissions Office
100 Ellinwood Way
Pleasant Hill CA 94523-4817

Version 7/13
RECOMMENDATION FORM
College of Graduate and Professional Studies
Master of Arts in Counseling Psychology

PLEASE TYPE OR PRINT CLEARLY IN INK.

Applicant’s Name______________________________________ Social Security Number ________________________

To the Applicant: The Family Educational and Privacy Act of 1974 gives students the right to review letters of recommendation. The law also permits students to waive the right if they choose, although such a waiver cannot be a condition of admission. Check the statement below that indicates your option. Then sign below and date.

☐ Confidential: I waive my right to review this recommendation.
☐ Nonconfidential: I retain my right to review this recommendation.

Signature:__________________________________________________ Date:____________________________

To the Recommender: Please accept this form only if the above named applicant has completed the section above. The applicant is applying for admission to the Master of Arts in Counseling Psychology program at John F. Kennedy University. We would appreciate your candid opinion of the applicant and are particularly interested in the applicant’s suitability for the degree. Thank you in advance for completing this form.

Please make a brief narrative statement here or attach a letter to this form. Please also complete the other side of this form.
Please assess the applicant on the qualities listed below by placing an “X” in the appropriate category. Use as your standard of comparison other students or employees whom you have known in a similar capacity.

<table>
<thead>
<tr>
<th>Characteristic</th>
<th>Poor</th>
<th>Good</th>
<th>Superior</th>
<th>Unable to Judge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic ability</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Breadth of general knowledge</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Understanding of human behavior</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Written expression of ideas</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oral expression of ideas</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ability to work with others</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Creativity and originality</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social awareness and concern</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maturity and judgement</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emotional stability</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Self-awareness</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional commitment</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Appropriateness for chosen field</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Potential for success</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Indicate the strength of your overall endorsement of the applicant:

- ☐ Not recommended   - ☑ Recommended with reservations   - ☑ Recommended   - ☑ Highly recommended

If you check “Not recommended” or “Recommended with reservations”, please elaborate below.

I have known the applicant for ____ years, ____ months.

I know the applicant: ☐ Slightly   ☑ Fairly well   ☐ Very well

I have known the applicant as: ☐ an undergraduate student   ☑ a graduate student   ☐ an adviser
                                   ☐ a teaching assistant   ☑ a research assistant   ☐ other

Name_____________________________________________________  Title_________________________________________

Organization_________________________________________________________Telephone___________________________

Address _________________________________________________________________________________________________

Signature____________________________________________________________  Date_______________________________

**Return this form directly to:**  John F. Kennedy University
                                      Admissions Office
                                      100 Ellinwood Way
                                      Pleasant Hill CA 94523-4817
RECOMMENDATION FORM
College of Graduate and Professional Studies
Master of Arts in Counseling Psychology

PLEASE TYPE OR PRINT CLEARLY IN INK.

Applicant’s Name______________________________________ Social Security Number ____________________

To the Applicant: The Family Educational and Privacy Act of 1974 gives students the right to review letters of recommendation. The law also permits students to waive the right if they choose, although such a waiver cannot be a condition of admission. Check the statement below that indicates your option. Then sign below and date.

☐ Confidential: I waive my right to review this recommendation.

☐ Nonconfidential: I retain my right to review this recommendation.

Signature:__________________________________________________ Date:____________________________

To the Recommender: Please accept this form only if the above named applicant has completed the section above. The applicant is applying for admission to the Master of Arts in Counseling Psychology program at John F. Kennedy University. We would appreciate your candid opinion of the applicant and are particularly interested in the applicant’s suitability for the degree. Thank you in advance for completing this form.

Please make a brief narrative statement here or attach a letter to this form. Please also complete the other side of this form.
Please assess the applicant on the qualities listed below by placing an “X” in the appropriate category. Use as your standard of comparison other students or employees whom you have known in a similar capacity.

<table>
<thead>
<tr>
<th>Characteristic</th>
<th>Poor</th>
<th>Good</th>
<th>Superior</th>
<th>Unable to Judge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic ability</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Breadth of general knowledge</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Understanding of human behavior</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Written expression of ideas</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oral expression of ideas</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ability to work with others</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Creativity and originality</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social awareness and concern</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maturity and judgement</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emotional stability</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Self-awareness</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional commitment</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Appropriateness for chosen field</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Potential for success</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Indicate the strength of your overall endorsement of the applicant:

☐ Not recommended  ☐ Recommended with reservations  ☐ Recommended  ☐ Highly recommended

If you check “Not recommended” or “Recommended with reservations”, please elaborate below.

I have known the applicant for ____ years, ____ months.

I know the applicant: ☐ Slightly  ☐ Fairly well  ☐ Very well

I have known the applicant as:  ☐ an undergraduate student  ☐ a graduate student  ☐ an adviser
☐ a teaching assistant  ☐ a research assistant  ☐ other

Name_____________________________________________________  Title_________________________________________

Organization_________________________________________________________Telephone___________________________

Address _________________________________________________________________________________________________

Signature____________________________________________________________  Date_______________________________

Return this form directly to:  John F. Kennedy University
Admissions Office
100 Ellinwood Way
Pleasant Hill CA 94523-4817

Version 7/13