

**NOTIFICATION OF APPLICANT AND INFORMED CONSENT TO PARTICIPATE IN THE ADMISSIONS SCREENING, EVALUATION AND INTERVIEW PROCESS CONDUCTED BY THE ADMISSIONS COMMITTEE****I. PROGRAM PHILOSOPHY**

The mission of the Clinical Psychology Doctoral Program at Jackson State University (JSU) is four-fold:

1. To produce graduates who are skilled in the science, theory and practice of psychology.
2. To increase students' awareness, knowledge, and skills in multicultural psychology.
3. To produce graduates who have the requisite knowledge and skills to conduct their work in accordance with ethical, legal, and professional standards in their practice and research.
4. To produce students that will engage in clinical and research experiences involving the diverse psychological, health, and service needs of ethnic minority populations.

Participants in this program will be guided by a curriculum anchored in the cumulative body of psychological knowledge with a firm basis in statistics, research design, and experimental methodology. The program provides students with the knowledge and skills required for effective functioning as an empirically-oriented clinical psychologist in diverse settings. This is accomplished through a sequence of formal clinical courses, distinguished by in-depth exploration of multicultural issues and exposure to ethnic minority communities, including interdisciplinary and inter-organizational collaboration and consultation.

**II. PURPOSE OF THE ADMISSIONS PROCESS**

A major goal of our program is retention and graduation of admitted students within the prescribed time limits. This is best accomplished by selecting applicants who have the educational foundation, motivation, and personality characteristics required to successfully complete an intensive and rigorous doctoral program. Applicants who have passed the initial screening are required to participate in a personal interview conducted by Doctoral Admissions Committee, interested faculty, and currently enrolled doctoral students.

Admission to the program is competitive. A limited number of slots (6 to 8) are available annually with entry in the fall semester only. Because of the competitive nature of the process, meeting minimal standards does not guarantee admission. Admission is granted jointly by the Division of Graduate Studies and the Clinical Psychology Program. Invitations for a personal interview with the Admissions Committee will be made to designated applicants who have passed the initial screening. In cases where such an interview would impose a financial hardship, a telephone interview may be arranged.

The program recommends admission to the Division of Graduate Studies and the Division of Graduate Studies, in turn, monitors procedures and minimum requirements and makes the final decision on your admission. All applicants will be notified in writing of the Admission Committee's recommendation to the Division of Graduate Studies no later than April 15<sup>th</sup>, 2013. The Division of Graduate Studies will inform applicants of their final admissions status by a separate letter.

**III. MINIMUM REQUIREMENTS FOR ADMISSION**

1. The minimum requirement for admission is a Bachelor's degree from an accredited institution with at least 24 semester hours of psychology coursework in all of these domains: abnormal; developmental; experimental or research methods; learning or cognition; personality; psychophysiology; statistics; social psychology.
2. The Division of Graduate Studies requires a minimum GPA of 3.00 (4.00 scale) on the applicant's most recent level of coursework. The applicant must provide official transcripts of all post-secondary academic work sent from institutions directly to the Admissions committee.
3. The program does not use specific GRE cut-off scores in the admissions process, however, submission of GRE scores prior to the application deadline is required. The GRE subject test in Psychology is also preferred but not required. Scores from GRE administrations prior to 1/15/2004 will not be accepted. The applicant must provide an official copy of GRE test scores sent from ETS directly to the Review Committee.
4. Completion of the Clinical Psychology Doctoral Program Application.
5. A vita or resume must be submitted to the Admissions Committee.
6. Three letters of recommendation from individuals qualified to assess the applicant's academic and professional potential must be submitted directly to the Admissions Committee. A minimum of two letters must be written by faculty members or faculty mentors familiar with your academic performance; the third letter may be written by qualified individuals who have supervised any previous clinical or research work. Please send no more than four letters. All letters must be typed and accompanied by the program-

specific EVALUATION AND RECOMMENDATION FORM (download from <http://www.jsums.edu/~psycdept/gradapply/index.htm>).

7. Applicants that are currently enrolled in a degree program must submit additional letters from their program director certifying that the applicant is in good standing and will complete all program requirements leading to graduation prior to 8/15/2013.
8. Applicants that have been enrolled in a graduate degree program that was not completed must submit an additional letter from their program director explaining the circumstances surrounding the non-completion. The letter must also certify that the applicant is eligible to return to the program as a student in good standing.
9. An acceptable score on the Test of English as a Foreign Language (TOEFL) must be submitted, if applicable.

#### IV. ETHICAL ISSUES

Throughout the screening, interview, and evaluation phases all admissions data (applicant files, other publicly available documents and interview data) are evaluated for evidence indicating a situation where admission to the program places the applicant or program faculty at risk for conflict with the Ethical Principles of Psychologists and Code Of Conduct (APA, 2002).

#### V. EVALUATION DOMAINS

Using all admissions data (applicant files, other publicly available documents and interview data) the Clinical Admissions Committee evaluates the prospective doctoral applicant along the following domains:

1. Academic aptitude for doctoral-level studies;
2. Understanding & appreciation of diversity issues;
3. Understanding & appreciation of the program's requirements;
4. Previous professional or training experience in a clinical services setting;
5. Previous research experience and dissemination history;
6. Characterological suitability to perform as a Clinical Psychologist;
7. Verbal communication skills;
8. Interpersonal relations skills;
9. Professional demeanor, and;
10. If necessary, additional clarification of issues observed in the application materials.

#### VI. NOTICE REGARDING CRIMINAL BACKGROUND CHECK(S):

Criminal background checks are not currently required as part of the admission process to the Clinical Psychology program at Jackson State University. However, all applicants should be aware that the various agencies that provide the practicum, externship and pre-doctoral internship training opportunities may require a criminal background check prior to placement. These agencies are external to the University and may set or revise placement policies at any time; a background check with negative results could result in a student's ineligibility for enrollment in clinical training courses and subsequent dismissal from the program. The Ph.D. in Clinical Psychology at Jackson State University cannot be completed without the successful completion of all coursework.

#### VII. PRIVACY RIGHTS

All applicants have certain privacy rights defined by the Family Educational Rights and Privacy Act (FERPA). The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. You can get more information at <http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>.

#### VIII. CONSENT

"I have reviewed the material in sections 1 through 7 above and understand the admissions screening, evaluation, interview, and selection process. I agree to participate in the admissions screening, evaluation, interview, and selection process."

NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

## THE CLINICAL PSYCHOLOGY DOCTORAL PROGRAM AT JACKSON STATE UNIVERSITY

## PROGRAM APPLICATION

**GENERAL INSTRUCTIONS:** This document can be completed using Microsoft Word™. Place the cursor on the gray block next to each item and begin typing; the size of the text field will adjust automatically. To use the check boxes, simply click on the box to insert or remove checkmarks. Use Ctrl+Tab to tab within an item field. Print, sign and mail the form when it is completed.

## I. DEMOGRAPHIC INFORMATION

Date: \_\_\_\_\_

Social Security #: \_\_\_\_\_

Name (last, first, middle): \_\_\_\_\_

Current Address:

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Permanent Address:

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Phone (home): \_\_\_\_\_

Phone (cell): \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Sex: Female ☐Male ☐Veteran: Yes ☐No ☐Handicapped: Yes ☐No ☐

Date of Birth: \_\_\_\_\_

Place of Birth: \_\_\_\_\_

(Optional) Please identify your ethnicity:

African-American ☐Caucasian ☐Hispanic ☐Multi-Ethnic ☐American Indian or Alaska Native ☐Asian or Pacific Islander ☐Choose not to respond ☐

Other (please specify) \_\_\_\_\_

Are you a resident of  
Mississippi?Yes ☐ No ☐

Are you a U.S. citizen?

Yes ☐ No ☐If you are not a U.S. citizen, is  
your visa current and valid?Yes ☐ No ☐Does your visa permit you to  
work?Yes ☐ No ☐

## II. RECOMMENDATIONS

Three letters of recommendation from individuals qualified to assess the applicant's academic and professional potential must be submitted directly to the program. Each letter must be accompanied by the program-specific EVALUATION AND RECOMMENDATION FORM completed by the letter writer (download <http://www.jsu.edu/~psycdept/gradapply/index.htm>). A minimum of two letters must be written by faculty members or faculty mentors familiar with your academic performance; the third letter may be written by qualified individuals who have supervised any previous clinical or research work. Please send no more than four letters.

## RECOMMENDATION #1

Name: \_\_\_\_\_

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## RECOMMENDATION #2

Name: \_\_\_\_\_

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## RECOMMENDATION #3

Name: \_\_\_\_\_

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## RECOMMENDATION #4 (OPTIONAL)

Name: \_\_\_\_\_

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**III. ACADEMIC HISTORY**

Please report your highest earned score for each of the following GRE tests:

GRE Verbal Score \_\_\_\_\_ GRE Quantitative Score \_\_\_\_\_ GRE Writing Score \_\_\_\_\_

**UNDERGRADUATE SCHOOL PROGRAMS/UNIVERSITIES ATTENDED (TRANSCRIPT REQUIRED FOR EACH)**

School / University	Major	Degree	Dates of Attendance	GPA

**GRADUATE SCHOOL PROGRAMS/UNIVERSITIES ATTENDED (TRANSCRIPT REQUIRED FOR EACH)**

School / University	Major	Degree	Dates of Attendance	GPA

The minimum requirement for admission is a Bachelor's degree from an accredited institution with at least 24 semester hours of psychology coursework in such areas as abnormal; developmental; experimental or research methods; learning or cognition; personality; psychophysiology; statistics; social psychology. If you do not hold an undergraduate degree in psychology, please list below all psychology coursework:

Course # and title:	Institution	Dates	Grade	Hrs.

**IV. CLINICAL EXPERIENCE**

Licensure / Certification: Some applicants may be licensed or certified at the Master's level. If you are, please list any current and valid licenses or certifications in mental health fields (list type and jurisdiction, e.g., state or province):

☐ License ☐ Certificate Title: \_\_\_\_\_ Number: \_\_\_\_\_ Jurisdiction: \_\_\_\_\_  
☐ License ☐ Certificate Title: \_\_\_\_\_ Number: \_\_\_\_\_ Jurisdiction: \_\_\_\_\_

Please tell us about any current or past employment as a mental health care provider in mental health or clinical settings (clinics, hospitals, social service agencies, etc.)

Employer	Job Title	Hours per week	Starting Date mm/dd/yyyy	Ending Date mm/dd/yyyy

Please tell us about any current or past formal clinical practicum training experiences in a mental health or clinical settings (clinics, hospitals, social service agencies, etc.)

Employer	Job Title	Hours per week	Starting Date mm/dd/yyyy	Ending Date mm/dd/yyyy

**V. RESEARCH & TEACHING EXPERIENCE**

Please tell us about any current or past experience in a research setting (research laboratories, faculty research, etc.)

Employer / Job Setting	Job Title	Hours per week	Starting Date mm/dd/yyyy	Ending Date mm/dd/yyyy

Please tell us about any current or past experience in teaching at the college level.

Position (check one)	Course # and title	School / University	Dates
Instructor <input type="checkbox"/> TA <input type="checkbox"/>			
Instructor <input type="checkbox"/> TA <input type="checkbox"/>			
Instructor <input type="checkbox"/> TA <input type="checkbox"/>			
Instructor <input type="checkbox"/> TA <input type="checkbox"/>			
Instructor <input type="checkbox"/> TA <input type="checkbox"/>			

Are you an author or co-author of a publication in a refereed national or international journal? If so, please provide complete APA-style citations below:

Are you an author or co-author of a publication in a refereed regional or state journal? If so, please provide complete APA-style citations below:

Are you an author or co-author of a published book chapter, manual, or abstract? If so, please provide complete APA-style citations below:

Are you an author or co-author of a presentation at a national or international conference? If so, please provide complete APA-style citations below:

Are you an author or co-author of a presentation at a regional, state, or local conference? If so, please provide complete APA-style citations below:

**VI. PERSONAL ESSAYS**

**Instructions:** Please answer each question in **600 words or less**. Place the cursor on the gray block next to each item and begin typing; the size of the text filed will adjust automatically. Use Ctrl+Tab to tab within an item field.

Please provide an autobiographical essay that outlines It is an opportunity for you to provide the program with some information about yourself. It is entirely up to you to decide what information you wish to provide along with the format in which to present it.)

What kind of career in psychology would you like to 6 – 8 years from now, and in what type of setting?

How did you first become interested in psychology, and why did you decide to make it your career?

Please describe your research experience and interests.

Please describe your clinical experience and interests.

If there are any particular faculty members that you would like to work, please list the faculty member(s) and why. Please refer to program website for faculty research and clinical interests.

Please explain why you chose to apply to this program.

Please explain how you envision our doctoral program meeting your training goals and interests.

What do you think are the greatest strengths and weaknesses in your application? Do you have any special qualifications or expertise? If so, explain.

If you previously have been enrolled in any graduate program that you did not complete, please explain why.

**VII. PROFESSIONAL CONDUCT**

Has disciplinary action, in writing, of any sort ever been taken against you by a supervisor, educational or training institution, health care institution, professional association, or licensing / certification board?

Yes ☐ No ☐ If yes, please explain:

Are there any complaints currently pending against you before any of the above bodies?

Yes ☐ No ☐ If yes, please explain:

Has there ever been a decision in a civil suit rendered against you relative to your professional work, or is any such action pending?

Yes ☐ No ☐ If yes, please explain:

Have you ever been asked to withdraw from a practicum or externship assignment?

Yes ☐ No ☐ If yes, please explain:

Have you resigned from or ever been placed on probationary status, suspended, terminated, or asked to resign by a graduate training program, an internship training program, practicum or externship site, or employer?

Yes ☐ No ☐ If yes, please explain:

Have you ever broken an APPIC internship match agreement (i.e., refused to attend or left an internship program that you obtained through the APPIC Match or Clearinghouse) without prior approval from APPIC and the internship site?

Yes ☐ No ☐ If yes, please explain:

**DEADLINES:** The deadline for the submission of all application materials is **January 15th, 2014**. This program has admission during the fall semester only. Applicant portfolios that remain incomplete after this date may not be evaluated by the review committee.

**APPLICATION REVIEW PROCESS:** The program review committee will review all complete applications shortly after the submission deadline. Prospective students will be notified whether he or she will be offered an interview. After the interview process is complete, a total of **7 interviewees** will be extended offers to participate in the program.

Jackson State University is committed to the principles of equal education opportunity, equal employment, and affirmative action. The University does not discriminate on the basis of race, color, sex, handicap, age, religion, national origin, veteran status, or on any other illegal basis.

"I hereby affirm that to the best of my knowledge all information furnished on this form is complete and accurate. I understand that withholding information requested or giving false information may make me ineligible for admission to or continuation in the clinical psychology doctoral program at Jackson State University."

**SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_

**SUBMIT TO THE JSU's DIVISION OF GRADUATE STUDIES:**

<input type="checkbox"/> 1.	Application for admission to Div. of Graduate Studies (you can apply online).
<input type="checkbox"/> 2.	Two official copies of transcripts from all regionally accredited colleges and universities attended.
<input type="checkbox"/> 3.	All applicants must submit immunization records showing proof of immunization compliance for measles and rubella, if born after December 1957.
<input type="checkbox"/> 4.	International applicants must submit satisfactory TOEFL scores.
<input type="checkbox"/> 5.	International applicants must also file a Certified Declaration of Financial Support with the University Division of International Studies.

**SEND THE ABOVE MATERIALS TO: The Division of Graduate Studies**  
**P.O. Box 17095**  
**1400 J. R. Lynch Street**  
**Jackson State University**  
**Jackson, MS 39217-0195**

**SUBMIT TO THE PROGRAM REVIEW COMMITTEE:**

<input type="checkbox"/> 1.	Copies of items 1 through 5 above.
<input type="checkbox"/> 2.	Official copy of GRE test scores sent from ETS directly to the Admissions Committee.
<input type="checkbox"/> 3.	Completed program application to the Clinical Psychology Doctoral Program at Jackson State University.
<input type="checkbox"/> 4.	Three letters of recommendation from individuals qualified to assess the applicant's academic and professional potential must be submitted directly to the Admissions Committee. A minimum of two letters must be written by faculty members or faculty mentors familiar with your academic performance; the third letter may be written by qualified individuals who have supervised any previous clinical or research work. Please send no more than four letters. All letters must be typed and accompanied by the EVALUATION AND RECOMMENDATION FORM.
<input type="checkbox"/> 5.	A vita/resume.
<input type="checkbox"/> 6.	Although no other materials are required, you are invited to submit other information that might be helpful to the committee in the evaluation of your application.

**SEND THE ABOVE MATERIALS TO: Doctoral Program Admissions Committee**  
**Department of Psychology**  
**P. O. Box 17550**  
**Jackson State University**  
**Jackson, MS 39217-0350**