

## Application Checklist for Counseling and Development Programs

### Mental Health Counseling, School Counseling, and Human Services

- \_\_\_\_\_ 1. Contact Dr. Lisa Hollingsworth, Program Chair, at 219.989.2789 or hollings@purduecal.edu to make an appointment.
- \_\_\_\_\_ 2. Go to the following website and fill out the online application:  
<http://www.gradschool.purdue.edu/admissions/>. When filling out the online application, please keep in mind that paying by check could hold up your application between 2-3 weeks.  
\*Note that it may be to your advantage to apply for temporary (non-degree seeking) status before applying as a degree-seeking student. Speak with your advisor about these options.
- \_\_\_\_\_ 3. Complete the following forms that are available at:  
<http://www.calumet.purdue.edu/education/grad/counsel5.html>
- \_\_\_\_\_ a. The “Counseling and Development Supplement” from the link provided above.  
***It is important that you complete the form from our website and not the one on the online application***
- \_\_\_\_\_ b. Three (3) recommendation forms completed by those who have supervised or evaluated the applicant, such as supervisors or university professors.  
Recommendation forms from family and friends will not be accepted. ***Download forms from the link provided above.***
- \_\_\_\_\_ c. Two (2) copies of transcripts from each and every school attended to date  
\*(note: the request form says only 1 copy, so you will need to change it on the form before sending it to your school).
- \_\_\_\_\_ 4. Please submit all of the documents listed above to Graduate Studies in Education, Gyte ANNX-122, Purdue University Calumet, 2200 169th Street, Hammond IN 46323-2094. If you have questions, please contact 219.989-2326.