

**ADVANCED DEGREE PERSONAL DATA BLANK**  
 Ed.S., Ed.D., and Ph.D. Programs in Special Education  
 Ph.D. Program in Rehabilitation Counseling  
 Ed.S. and Ph.D. Programs in School Psychology

Proposed Starting Date (semester/year)..... Full time Student..... Part time Student.....

Major Area: Special Education..... Rehabilitation (fall admission only)..... School Psychology (fall admission only).....

Area of Concentration..... Minor Area (doctoral students only).....

NAME..... Phone.....

Address.....

Social Security Number..... Citizenship..... Arizona resident? Y/N.....

Email address.....

1. **Degree Sought** (check one)

- Doctor of Philosophy (Ph.D.) Special Education, Rehabilitation, or School Psychology
- Doctor of Education (Ed.D.) Special Education only
- Educational Specialist (Ed.S.) Special Education or School Psychology only

2. List colleges and universities attended. Attach sheet if additional space is needed.

Name/Location of College	Dates Attended	Major	Minor	Degree

3. Approximate total semester hours to date in graduate level courses: .....

4. If applicable, title of Master's Thesis (if published, please cite the specific reference): .....
5. List memberships in professional organizations .....
6. Record your professional employment and services during the last ten years. Attach sheet if additional space is needed.

Position	Area of Exceptionality	Duties	Employer and Supervisor	Dates

7. What are your plans for meeting the minimum two-semester academic-year residence requirement, and what is your tentative schedule for completing the degree work?  
.....  
.....

8. **Other Data/Documentation**
  - A. Attach a list of your publications
  - B. Areas of research interest
  - C. **Doctoral** students in **Special Education** or **Rehabilitation Counseling** have additional requirements to submit with their application. (See "ADDITIONAL APPLICATION REQUIREMENTS.")

9. Applicants must take the Graduate Record Examination (GRE) or the Miller Analogies Test (MAT).  
Have you taken either of these tests? no..... yes.....  
  
Scores are sent to us from Educational Testing Service upon your request. **School Psychology** will only accept the GRE.  
Date we may expect to receive scores: .....

10. Secure three college professors and/or administrative supervisors who will be writing professional letters of recommendation for you. These should be people who are acquainted with your professional preparation and experiences. Include at least one person who has supervised your work. At least one letter must be from someone who has earned a doctorate. These **signed and original letters, not copies**, must be in sealed envelopes.
11. Compose and submit a brief autobiographical essay noting how or why you became interested in Special Education, Rehabilitation Counseling, or School Psychology as a career field and your long-range professional goals. Also, include what you consider to be your strengths and weaknesses. Complete your statement on 1-2 separate pages, typed and double-spaced.

Signature

Date

*The Family Educational Rights and Privacy Act of 1974 (FERPA) opens many student records for the student's inspection. The law also permits the student to sign a waiver relinquishing his/her rights to inspect letters of recommendation. The applicant's signature on this document constitutes a waiver signifying that the letters of recommendation submitted will remain CONFIDENTIAL.*

### CHECKLIST

#### BE SURE YOU.....

- ..... Complete a Graduate College Application Form, which can be done online by visiting:  
<http://grad.arizona.edu/applynow.php#online>.

The University of Arizona  
Graduate Admissions Office  
P.O. Box 210066  
Tucson, AZ 85721-0066

- ..... Complete the following application materials for the SERSP Advanced Degree Program in Special Education, Rehabilitation, or School Psychology and submit to:

Cecilia Carlon, Graduate Coordinator  
SERSP, College of Education  
P.O. Box 210069  
The University of Arizona  
Tucson, AZ 85721-0069

- ..... Personal Data Blank
- ..... Personal Statement / Autobiographical Essay
- ..... If a paper application was completed, a copy of the filled-out Graduate College Application (copied on yellow paper if possible)
- ..... Two copies of official, sealed transcripts
- ..... Three current (within the past year) original letters of recommendation from individuals (college professors and administrative superiors) who know your professional work and/or academic work and can address your potential for success in a graduate program.
- ..... Updated résumé / Curriculum Vita
- ..... School Psychology only: GRE scores **NOT OLDER THAN TWO YEARS** (must include Verbal, Quantitative, and Analytical scores)
- ..... Doctoral students applying to programs in **Special Education** or **Rehabilitation Counseling** must also submit materials listed in "**ADDITIONAL APPLICATION REQUIREMENTS.**" Students applying to **School Psychology** programs **DO NOT** have to fulfill these additional requirements.

*Inquiries concerning application to Title IX, Title VII and Section 504 may be referred to the Assistant Executive Vice President for Affirmative Action, University Services Building. The University of Arizona is an Equal Opportunity Affirmative Action Employer. In compliance with Title IX (Education Amendments of 1972) and Title VII (Civil Rights act of 1973), the University does not discriminate on the basis of sex, race, creed, national origin, color, disability, or national origin in its educational program(s) or activities, including admissions and employment.*

Ed.D. and Ph.D.  
**ADDITIONAL APPLICATION REQUIREMENTS**  
Programs in Special Education  
Program in Rehabilitation Counseling

**NOTE: THESE REQUIREMENTS ARE NOT NEEDED FOR AN ADVANCED DEGREE IN SCHOOL PSYCHOLOGY**

Completed application materials to be returned should include the following:

..... GRE or MAT scores must be current within two years (TOEFL for international students)

..... Documentation of your performance in the following areas of evaluation:

1. Professional Career
2. Leadership
3. Scholarship
4. Standardized Tests
5. Writing

**Documentation to Demonstrate Performance**

Applicants are responsible for compiling samples of their performance in all five areas above to be considered for acceptance into the doctoral program in Special Education or Rehabilitation. Applicants must demonstrate superior performance in three of the five areas. Listed on the next page are suggested products or other evidence that can be submitted in each area. Applicants should feel free to select among these suggested products or to include other appropriate materials. We do not expect, nor should the candidate try, to include all suggested materials.

Please indicate which of the following items have been included in your application.

1. **Professional Career** (e.g., teaching, teacher education, clinical work, supervision, administration)

- ..... Examples of clinical programs developed or directed
- ..... Examples of curricula developed
- ..... Samples of policies developed
- ..... Samples of handbooks or other materials designed
- ..... Outlines of staff development seminars or workshops presented
- ..... Performance evaluations
- ..... Audiovisual Materials (examples of your teachers, curricula, counseling, or clinical skills)
- ..... Other (please specify).....

2. **Leadership** (e.g., elected or appointed offices, committee membership or chairpersonships, service to organizations, at the local, state, national, or international levels)

- ..... Descriptions of activities or projects completed
- ..... Elected offices held in organizations and descriptions of the responsibilities of these offices
- ..... Policies, handbooks, or other materials developed
- ..... Copies of awards or other recognition(s) received
- ..... Presentations at professional conferences
- ..... Copies of grant proposals written
- ..... Other (please specify).....

3. **Scholarship** (e.g., research and other work involving collection of original data, or analysis of data to address questions of practical or theoretical significance)

- ..... Grades and grade point average (this will not be obtained from the submitted transcript)
- ..... Descriptions of research projects in which applicant has been involved, together with a description of applicant's role in the project.
- ..... Master's thesis
- ..... Grant proposal written
- ..... Scholarly papers (published or unpublished)
- ..... Other (please specify).....

4. **Standardized Tests**

- ..... GRE (*NOT OLDER THAN TWO YEARS*)
- ..... MAT
- ..... Other (please specify).....

5. **Writing** (e.g., creative or technical communication through print)

- ..... Publications
- ..... Unpublished scholarly or creative papers
- ..... Book reviews
- ..... Editorials
- ..... Other (please specify).....