



**Request to add Secondary Graduate Counseling Major
 (M.A. Counseling programs only)**

Instructions:

1. Student must be fully admitted to either the M.A. in School Counseling or M.A. in Clinical Mental health counseling programs. (Provisional/ conditional admits will not be considered for second major inclusion)
2. Student must satisfy all admission requirements for the second major (attach additional admission materials to this form).
3. Student must complete this form and present it (along with additional admission requirements) to the graduate program coordinators of both programs and obtain approvals.
4. Original form and admission materials must be sent to the Office of Research and Graduate Studies for Dean of Graduate studies final approval and processing.

Name: UIN:

University E-mail: Phone:

Are you an International Student (F1 visa)? Yes No

College:

Primary Major: Secondary Major:

Catalog Year: Catalog Year:

By making this request to add a secondary graduate major, I authorize the faculty in the new major to review my complete file in the process of making a decision regarding my acceptance to add a secondary major. I have reviewed the admission requirements for the new major and have attached to this request any additional information and materials required for the new major. **I understand that submission of this request is no guarantee of inclusion of a secondary major.** If original documents such as transcripts and test scores are needed, it is my responsibility to make the necessary arrangements to have them sent directly to the academic unit of the requested new major.

Student's Signature: Date:

Approvals

- Approve:** We *confirm that this student has met all entrance requirements* for the requested secondary major and we recommend the addition of the second major.
- Deny:** Student has not met all of the entrance requirements for the requested new major and we recommend to not add a secondary major.

Dept. Chair/Director of **Primary** Major: Date:

Dept. Chair/Director of **Secondary** Major: Date:

CHPSW Dean: Date:

Dean of Graduate Studies: Date:

Official Use Only

Effective Term/Year: Catalog Year:

Date entered into Banner: Initials: