Title of Project: Assessing Prospective Students for Master’s Level CACREP Counseling Programs: Evaluation of Personal-Emotional Characteristics

Investigator: Juliann Smith and faculty advisor and chair, David Hutchins, Ph.D.

I. The Purpose of this Research Project

The purpose of this study is to develop a framework of a standard set of admission requirements for assessing prospective students for admission to master's counseling programs. This information will assist faculty of master's counseling programs in thoroughly (i.e., evaluating more than just GPA, GRE, and transcripts) assessing prospective counseling students for admission to their programs. The procedure that will be utilized is the collection, analyzing and synthesis of data via the Internet and mailed admission information from 129 CACREP master's counseling programs, follow-up phone inquiries from a sample of these programs, and relevant literature. The follow-up phone inquiry will be conducted with faculty members from CACREP counseling programs across the United States that require more in-depth admission requirements such as portfolios and personality tests.

II. Procedures

All participants in the follow-up inquiry of this project will be informed about the nature of the study and this informed consent form. The subjects' responsibilities are to verbally express an understanding of the instructions and agree to participate in the study. Completion of the inquiry will take approximately 15 minutes or less. This phone or e-mail inquiry will be conducted with each participant one time only.

III. Risks

No participant will be subjected to any risks or discomfort.

IV. Benefits of this Project

This study will synthesize already existing admission requirements of CACREP master's counseling programs with elements of Emotional I.Q. and information in the literature to develop a framework for a standard set of admission requirements for assessing prospective counseling students for admission to master's counseling programs. This information could be beneficial for counselor educators who want the ability to make better assessments of prospective students based not only on GRE scores and GPA, but maturity, problem-solving skills, etc., in order to admit more qualified applicants to their programs. This information will also help to establish comprehensive guidelines that could eventually become standard for all counseling programs. There is no standard set of admission requirements for admitting prospective counseling students to master's counseling programs. Currently counseling programs subjectively set their own admission requirements from minimum requirements of just GRE scores, GPA and transcripts to these same requirements along with portfolios, job experience, resumes, etc.

No promise of guarantee of benefits has been made to encourage me to participate.
I am aware that I can contact the investigator later for a summary of the research results.

V. Extent of Anonymity and Confidentiality
    Only the investigator will know the identity of the faculty participants' names. Names
will not be included on the survey or in the study, only the faculty participants' title and program.
Having titles and program names listed should not pose a problem as the information collected
can be accessed by anyone interested and will not damage the reputation of the participants or
their programs.

VI. Compensation
    There is no compensation to be earned for participation in this study.

VII. Freedom to Withdraw
    I understand I am free to withdraw from the study at any time and, if I so choose, to not
answer any questions during the inquiry.

VIII. Approval of Research
    This research project has been approved, as required, by the Institutional Review Board
Involving Human Subjects at Virginia Polytechnic Institute and State University, by the
Department of Educational Leadership and Policy Studies.

IX. Subject's Responsibilities
    I voluntarily agree to participate in this study. I have the following responsibilities: To
participate in this study by answering questions about my program's admission requirements and
our procedures in admitting prospective counseling students as asked by the investigator.

X. Subject's Permission
    I have read and understand the Informed Consent and conditions of the project. I have
had all my questions answered. I hereby acknowledge the above and give my voluntary consent
for participation in this project.

    If I participate, I may withdraw at any time without penalty. I agree to abide by the rules
of this project.

Signature (verbal consent due to anonymity and being administered by phone/e-mail) Date
Should I have any questions about this research or its conduct, I may contact:

Juliann Smith, LPC, NCC (540) 231-5106/798-8082
Investigator Phone

David Hutchins, Ph.D. (540) 231-9703
Faculty Advisor/Chair Phone

H.T. Hurd (540) 231-5281
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