

# APPLICATION PROCEDURES

You have just made the first step in your journey here at Alliance Graduate School of Counseling. We are looking forward to receiving your application. Please use this as a guide to help you complete your application. Each piece of information we receive is carefully reviewed as we seek to help you discern God's calling.

## PLEASE USE THE FOLLOWING CHECKLIST AS YOU COMPLETE YOUR APPLICATION:

### REQUIREMENTS FOR:

MA Mental Health Counseling  
MA Marriage and Family Therapy

- Completed and Signed Application
- \$30.00 Non-Refundable Application Fee
- Christian Experience Statement
- Calling to Counsel Questions
- Pastoral/Ministry Leader Reference
- Academic Reference
- General Reference
- Official Baccalaureate Transcript with minimum GPA 3.0 (*International transcripts must be submitted to World Education Services or Global Language Services for evaluation.*) Request official transcripts to be mailed to Admissions, 2 Washington Street, New York, NY 10004. Electronic transcripts can be submitted through Parchment or eScrip-Safe.
- Personality Assessment Inventory—PAI (\$50 testing fee)
- Official Transcripts Showing Completion of:
  - MHC:  General Psychology  Abnormal Psychology
  - MFT:  Counseling Theories  Abnormal Psychology
- Immunization Records

### INTERNATIONAL STUDENT

Complete the Requirements for your desired program and submit the following:

- The Test of English as a Foreign Language (TOEFL), International English Language Testing System (IELTS), Pearson Test of English (PTE), and Duolingo English Test (DET) are accepted. Minimum score required: TOEFL paper—550; TOEFL Internet—80; IELTS—6.5 ; PTE—54; DET—105
- International Bachelors Degree Transcript submitted to World Education Services or Global Language Services for evaluation.
- International student questionnaire
- Affidavit of Support
- Visa and Passport copies of you and any family members moving with you

Alliance Graduate School of Counseling reserves the right to request a personal interview with any applicant.

## COMPUTER LITERACY

Students in the Graduate programs will use an online environment for a portion of their learning. Technology skills are necessary for successful completion of the program. Applicants to the program should be able to: send and receive e-mail, open or send an e-mail attachment, conduct research using the Internet, use Microsoft Word, and download files. Students are required to have access to a computer and the Internet.

## NOTICE OF NONDISCRIMINATORY POLICY

Alliance Graduate School of Counseling is an educational institution that admits academically qualified students without regard to race, color, national origin, creed, age, disability, sex, gender, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence victim status, or criminal conviction.

The Family Education Rights and Privacy Act of 1974 permits enrolled college and seminary students access to certain credentials in their files. Because of the importance of preserving the confidentiality of letters of recommendation, the Family Education Rights and Privacy Act permits an educational institution to suggest that an applicant may waive his or her right of access to letters of recommendation. Signing such a waiver is not required as a condition of admission, receipt of financial aid from, or receipt of any other services or benefits from AGSC.

In order that the institution may have valid recommendations, it is suggested that the applicant consider waiving his or her right to see such letters of recommendation. Please be assured that letters of recommendation (along with transcripts and your own application) are used solely to determine an applicant's qualification for admission. Alliance University will furnish (upon the applicant's request) the names of all individuals supplying references. However, the identity of those to whom he or she gives reference forms is generally known to the applicant. Signing the waiver statement on the reference form is all that is necessary on your part.

## CHRISTIAN EXPERIENCE STATEMENT

Please type a Christian Experience Statement in 1-2 pages, using the following two questions as a guideline. Please include your name, address, phone number, date of birth, and program for which you are applying at the top of your essay.

1. Have you accepted Jesus Christ as your personal Savior? If yes, please state your conversion experience, fundamentals of your personal faith and present pattern of personal growth as a Christian.
2. Present a personal biography including a discussion of significant events and influences which have helped develop your present values and approach to life. What is God's call upon your life? How do you see Alliance Graduate School of Counseling fitting into God's call on your life? What do you visualize your ministry/profession looking like five years after graduation? Include any additional information you would like to mention if you were talking to us personally about your calling and ministry goals.

## CALLING TO COUNSEL

Your answers to the questions below will help us get to know you and evaluate your writing skills. Please type your answer in 1–5 complete sentences on a separate page. Please include your name, address, phone number, date of birth, and program for which you are applying at the top of your essay.

### **Calling to Counsel:**

Please type the answer to each question in paragraph format on a separate sheet of paper.

1. *Why do you want to become a professional counselor?*
2. *What kind of calling for counseling ministry has God given to you?*
3. *What attributes/personal qualities do you have that cause you to believe you will make an effective therapist?*
4. *How do you need to grow as a person in order to be a competent counselor?*
5. *Have others regularly sought you out for counsel or affirmed that they think you should consider becoming a counselor*

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**Return to:** Alliance Graduate School of Counseling  
Admissions Office  
2 Washington Street  
New York, NY 10004

Alliance University does not discriminate on the basis of race, color, national and ethnic origin, age, sex, or handicap in admission, participation, or employment in campus programs or activities. The programs are operated in compliance with Title IX of the Education Amendments of 1972, Section 506 of the Rehabilitation Act of 1973, Title VI of the Civil Rights Acts of 1964, and all other relevant statutes and regulations.

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