



**Application Guidelines for** **Counseling (MA)**

**Application Deadlines** **Fall Semester: January 15<sup>th</sup>**  
**Spring Semester: August 15<sup>th</sup>**

**Website** <https://coehs.unm.edu/departments-programs/ifce/counselor-education/masters-degree.html>

**Contact Information** [ifce@unm.edu](mailto:ifce@unm.edu)  
**505.277.4535**

APPLICATION CATEGORY	SPECIFIC INSTRUCTIONS
<b>Program of Interest</b>	Select: College of Education > Individual/Family/Community Education > Counseling
<b>Educational Background</b>	Please submit official transcripts from every university attended, except UNM; if submitting UNM transcripts, please submit unofficial transcripts.
<b>Letter of Intent</b>	<p>Provide a statement that gives a supporting rationale for pursuing a Master’s Degree in Counseling. Include your long-term and short-term goals and your personal qualities and characteristics to support your pursuit of the counseling degree. Also discuss your experiences with cultural diversity and cultural background. Limit your statement to three double-spaced pages using 10-12 point font.</p> <p>Please combine your letter of intent and program application (see link under “Special Requirements” on this instruction sheet) into one document with a page break and upload to the letter of intent section.</p>
<b>CV/Resume</b>	Please include: information related to volunteer and professional positions you have had related to the field (including time periods), research experience, and languages spoken/proficiency.
<b>Relevant Coursework</b>	List the 18 most recent undergraduate credits you completed in social/behavioral sciences. List courses graded ‘P’, ‘S’ or ‘U’, or ‘CR’ or ‘NC’, etc. Work from graduation backwards until 18 semester hours, or 27 quarter hours. If the university that you graduated from does not use the letter grade system, please provide an explanation for the grading system.
<b>Special Requirements</b>	Complete and upload the following document: <a href="https://coehs.unm.edu/uploads/docs/ifce/counselored/couns_ed_ma_app_form0216.pdf">https://coehs.unm.edu/uploads/docs/ifce/counselored/couns_ed_ma_app_form0216.pdf</a>
<b>Recommendations</b>	Three (3) online letters of recommendation are required. Please enter your recommendation providers right away to help expedite your application.