



SACRAMENTO STATE
Redefine the Possible

Graduate and Professional Studies in Education General Admissions Guide

Admissions Requirements for the Following Programs:

Ed.S. School Psychology

M.A. Behavioral Science Gender Equity Studies
M.A. Curriculum & Instruction

M.A. Higher Educational Leadership
M.A. Language & Literacy

M.A. Multicultural Education
M.A. School Psychology

M.A. TK-12 Educational Leadership
M.A. Workforce Development
M.S. Counseling – Career Counseling

M.S. Counseling – Marriage, Couple, and Family Counseling, Rehabilitation
Counseling

M.S. Counseling – School Counseling with Embedded PPS Credential
Preliminary Administrative Services Credential (PASC)/TK-12

Preliminary Administrative Services Credential (PASC)/TK-12 Internship
Pupil Personnel Services (PPS) Credential in School Psychology

*For information about applying to the M.A. in Child Development, please visit
<https://www.csus.edu/college/education/undergraduate/>

Graduate and Professional Studies in
Education Eureka Hall, Room 401
6000 J Street
Sacramento, CA 95819-6079
(916) 278-6639

[https://www.csus.edu/college/education/
masters-programs/](https://www.csus.edu/college/education/masters-programs/)

Semester Hours:

Monday – Friday: 8:00 a.m. – 5:00 p.m.

Summer Hours:

Monday – Friday: 7:30 a.m. – 4:00 p.m.



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GRADUATE AND PROFESSIONAL PROGRAMS

Graduate and Professional Programs

The Graduate and Professional Studies in Education Branch offers master's degrees that provide candidates with advanced study in education, mental health, and community engagement. The different programs emphasize specialized curriculum that prepares candidates to work in diverse settings, including TK-12 schools, higher education, and community organizations. Degree programs offered include Behavioral Science Gender Equity Studies; Counseling (Career; Marriage, Couple, and Family Counseling; Rehabilitation Counseling; School Counseling) Curriculum and Instruction; Educational Leadership (TK-12); Higher Education; Workforce Development; Language and Literacy; Multicultural Education; and School Psychology

****ALL PROGRAMS BEGIN IN FALL ONLY****

APPLICATIONS REQUIRED AT A GLANCE (Details on the following pages)

- CSU Application for Graduate School Admission (calstate.edu/apply)
- Graduate Program Supplemental Application

During the application cycle, October – April, please refer to the supplemental program applications/instructions for specific details, <https://www.csus.edu/college/education/masters-programs/apply.html>

ADMISSION REQUIREMENTS AT A GLANCE (Details on the following pages)

- Relevant Experience – Résumé
- Letters of Recommendation (2)
- Personal Statement
- Essay
- Official transcripts from **every** college/university attended

FOR APPLICANTS TO PROGRAMS THAT LEAD TO LICENSURE OR CREDENTIALING:

Admission into programs leading to licensure and credentialing does not guarantee that students will obtain a license or credential. Licensure and credentialing requirements are set by agencies that are not controlled by or affiliated with the CSU and requirements can change at any time. For example, licensure or credentialing requirements can include evidence of the right to work in the United States (e.g., social security number or tax payer identification number) or successfully passing a criminal background check. Students are responsible for determining whether they can meet licensure or credentialing requirements. The CSU will not refund tuition, fees, or any associated costs, to students who determine subsequent to admission that they cannot meet licensure or credentialing requirements. Information concerning licensure and credentialing requirements are available from the department or program. *Please see our Graduate Programs page for contact information.*

ADDITIONAL ADMISSION REQUIREMENTS BY PROGRAM

In addition to the general admission requirements, some graduate and professional programs have additional application requirements. These requirements are outlined below and in the table on the following page.

- **GPA Requirements**
 - 3.0 in the last 60 semester units (or 90 quarter units) attempted
 - Career Counseling; Curriculum & Instruction; Language & Literacy; Marriage, Couple, and Family Counseling; Rehabilitation Counseling; School Counseling; School Psychology;
 - 2.5 in the last 60 semester units (or 90 quarter units) attempted
 - Higher Educational Leadership, Multicultural Education, TK-12 Educational Leadership, Behavioral Science Gender Equity Studies; Workforce Development Advocacy
- **Graduate Record Examination (GRE)** – CSUS GRE Code is: institution 4671
- **Valid Teaching Credential**
 - TK-12 Educational Leadership
- **CBEST**
 - Successful completion of CBEST required for School Psychology, and TK-12 Educational Leadership
 - Evidence of registration for CBEST required for School Counseling
- **Prerequisite Coursework**
 - Behavioral Science Gender Equity Studies – Women’s Studies and/or Gender Studies
 - School Psychology – Drugs and Behavior; Abnormal Psychology; Education of Exceptional Children; Introduction to Behavioral Statistics; Introduction to Counseling; Power, Privilege & Self-Identity; Tutoring Children Reading
 - Work-related equivalent experience may be substituted for coursework
- **Self-Assessment and Language Self-Assessment**
 - Multicultural Education
- **Letter of Appointment to an Administrative Position from School or District**
 - Preliminary Administrative Services Credential/TK-12 Internship
- **Interview Day**
 - Applicants applying to the Counseling Programs (Career; Marriage, Couple, and Family; Rehabilitation, and School) will have their files reviewed and selected applicants will be invited to our **Interview Day in February** as the secondary screening to our process.

Program-Specific Application Requirements

Program	GPA	GRE	Pre-Requisite Coursework	Valid Teaching Credential	CBEST	Self-Assessment and Language Self-Assessment	Letter of Appointment to an Administrative Position
Behavioral Science Gender Equity Studies	2.5		X				
Career Counseling	3.0						
Curriculum & Instruction	3.0						
Workforce Development	2.5						
Higher Educational Leadership	2.5						
Language & Literacy	3.0						
Marriage, Couple, and Family Counseling	3.0						
Multicultural Education	2.5					X	
Rehabilitation Counseling	3.0						
School Counseling	3.0				X ²		
School Psychology	3.0 ³		X		X		
TK-12 Educational Leadership	2.5			X	X		Internship Program ONLY

² Applicants for School Counseling program at Sac State do not need to complete the CBEST before the application, and it does not impact the admission decision

³ Applicants to the School Psychology program with a GPA of 2.5-2.99 will be considered on a case-by-case basis

ADMISSION REQUIREMENTS – GENERAL INFORMATION

1. Relevant Experience – Résumé

Experience (paid or volunteer) related to the program you are applying for is required to be considered for admission. Experience is evaluated on frequency, currency, and relevance to the field. Experience should be with diverse populations and clearly relevant to the program you are applying for. Submit an updated résumé that lists all related experience. Although relevance will depend on the program, examples of possible experiences include teaching, coaching, instructional aide, tutoring, afterschool program, Peace Corps, camp counseling, child/youth recreational programs, group home counseling, crisis hotline counseling, ABA therapy, program coordination, instructional design, childcare center, etc.

2. Letters of Recommendation (2)

Applicants will submit two (2) requests for letters of recommendation. A separate request form will need to be submitted for each reference. You will initiate the recommendation request process through the [Reference Request Form](#). References will upload a confidential letter for the applicant using a confidential link. It is recommended that one of the references be from a person who has observed the applicant's graduate-level academic potential (e.g., current or former instructor) and the other reference from a person who has observed the applicant's relevant experience in diverse settings (e.g., supervisor). **NOTE:** References from friends or family members will not be accepted.

3. Personal Statement

Applicants will submit a personal statement that should be no more than **two pages typed (double-spaced, size 12 point font)**. The personal statement should address the experiences or factors that have led to your decision to apply for the program, the characteristics you believe you possess that will enable you to succeed in the program, and your professional interests. This statement must reflect an understanding of the field and must exemplify strong written communication skills. This statement will be carefully reviewed by the admissions committee for both content and graduate-level writing ability.

4. Essay

Applicants will submit a written response to an essay question. The exact essay prompt will be outlined in the program supplemental application instructions, which are posted October 1 of every year. Written responses should be typed, double-spaced, and size 12 font. Refer to the supplemental application instructions for the page limit. The written response will be carefully reviewed by the admissions committee for both content and graduate-level writing ability.

5. Official Transcripts

Applicants must provide **official, sealed transcripts** from every community college/college/university attended, even if only ONE class was completed. Transcripts should be sent directly to the Office of Graduate Studies:

Office of Graduate Studies
California State University, Sacramento
6000 J Street – Riverfront Center, Room
215, MS 6112
Sacramento, CA 95819

Electronic transcripts submission systems; **that allow for you to enter an e-mail address**; please use the following e-mail address: **gradtranscripts@csus.edu** It is the responsibility of the applicant to enter the correct e-mail address and to confirm that the Office of Graduate Studies has received their transcript(s).

ALL transcripts must be received by the Office of Graduate Studies by the application deadline in order for applications to be considered.

Sacramento State University Students: You DO NOT need to submit transcripts to the Office of Graduate Studies unless you completed coursework at another college after graduation.

APPLICATIONS REQUIRED

1. CSU Application for Graduate School Admission

Applicants not currently attending Sacramento State, Sacramento State graduating seniors, and Sacramento State students completing a master's degree or second bachelor's degree must complete and submit the CSU application for graduate school admission online at: <https://www2.calstate.edu/apply> **no later than two weeks prior to the application deadline.**

Delayed submission may result in an applicant being unable to submit supplemental application materials by the application deadline. The \$70 non-refundable application fee must be paid online at the time the application is submitted. The application period opens on October 1st every year for admission the following fall semester. If you have questions about the CSU Application process, please contact the Office of Graduate Studies at (916) 278-6470.

- **Transcripts:** Applicants who did not graduate from Sacramento State University must submit **one (1) set of sealed, official transcripts from ALL community colleges/colleges/universities attended, even if only ONE class was completed.** Applicants who graduated from Sacramento State University **DO NOT** need to submit transcripts **unless you completed coursework at another college after graduation.**
- **Foreign Degrees:** Transcripts from applicants with degrees from outside of the United States must review the information/instructions at the following website: <https://www.csus.edu/international-programs-global-engagement/application-admissions-process/>. **NOTE:** Foreign transcripts and other supporting documents are usually due much earlier than university and program application deadlines.
- **International Admissions:** Applicants on F-1 or J-1 visas, please visit the following website for application instructions: <https://www.csus.edu/international-programs-global-engagement/application-admissions-process/>

2. Graduate Program Supplemental Application

All applicants must submit a supplemental program application packet that includes a résumé, a personal statement, a written response to an essay question, and two letters of recommendation. Some programs have additional requirements that must also be submitted (see supplemental application for details). Beginning October 1 every year, the supplemental program application instructions and current admission requirements are available on the College of Education website. Graduate programs only begin in FALL semesters. Applications are submitted online. No hard copy applications will be accepted. In order to submit your supplemental application, you will first need your **student ID number** and **SacLink account**. The Office of Graduate Studies (OGS) will email you with this information **after** you have submitted the CSU Application for Graduate School Admission. It can take up to **two weeks** after you submit this application to receive your student ID number and instructions for setting up your saclink account from OGS. The supplemental application is due by the posted deadline with **no exceptions**. Plan ahead by submitting your CSU Application for Graduate School Admission as early as possible. The exact submission deadline date is posted online once applications are available.

ADDITIONAL INFORMATION

Verification of Bachelor's Degree

ALL applicants must obtain a bachelor's degree from a regionally accredited college/university in order to be eligible for admission into a graduate program. Applicants who have not yet obtained their bachelor's degree may still submit an application to a graduate program, and admission offers will be dependent upon successful completion of the bachelor's degree by the **August before the fall start date** of the program. Applicants who do not successfully obtain their bachelor's degree prior to the fall start date will **not** be admitted into the program. The Office of Graduate Studies will verify that bachelor's degrees have been completed by reviewing applicants' official transcripts. Applicants who will obtain their bachelor's degree after the application deadline will be required to resubmit official transcripts that show their degree has posted prior to enrolling in the fall semester if they are offered admission into the program. To find out if your college/university is regionally accredited, go to: <https://ope.ed.gov/ACCREDITATION/>.

Foreign Transcript Evaluation

Individuals who have completed college or university coursework at an institution in a country other than the United States must obtain a complete evaluation of foreign transcripts, degrees*, and other relevant documents prior to applying for a graduate program. Sacramento State University will **ONLY** accept evaluations from [World Education Services \(WES\)](#). Applicants have the option of having WES or Sacramento State University evaluate their documents. Applicants electing to have WES do the evaluation, do so at their own expense. The university will not reimburse applicants. The applicants should select the **WES INTERNATIONAL CREDENTIAL ADVANTAGE PACKAGE (ICAP) Course by Course Evaluation**. For more information about foreign transcript evaluation, go to the IPGE website.

*The bachelor's degree requirement refers to the equivalent of a four-year (or more) college-level program.

Fees (all fees are subject to change without notice)

CSU Application for Graduate School Admission (via Cal State Apply).....\$70.00

Tuition/Fees per semester for enrollment in 6 or fewer units.....\$2,866.00

Tuition/Fees per semester for enrollment in more than 6 units.....\$4,372.00

For more information on tuition, fees, financial aid, etc., refer to www.csus.edu.