

ADMISSIONS FREQUENTLY ASKED QUESTIONS (FAQ)

I want to apply for the counseling programs at NSU. How do I do that and what is the process?

- Both the mental health and professional school counseling concentration in the counseling programs require that interested persons apply to the program through the Office of Graduate Studies at <https://www.nsu.edu/graduate-studies/forms>. After the application is completed and submitted with the necessary documents and payment, the department sets up admission interviews with the faculty. The admission process can take up to 3 (three) weeks from the interview for a decision by the department admission committee to be made.

How many credit hours are required for the degree? How many courses are in the program?

- Each counseling program concentration is 60 semester hours or 20 courses. 16 courses are common counseling courses, and 4 are program concentration specific courses exclusive to professional school or mental health counseling.

How many hours are required for financial aid? How many hours are normally taken during the semester?

- 6 credit hours or 2 courses are required for financial aid. Typically, students take 9 to 12 hours or 3 to 4 courses per semester.

How are the classes offered in the program?

- The classes are offered online (mini-term) and in person (full term & mini-term) on the NSU main campus or at the Virginia Beach Higher Education Center.

Does the program offer assistantships?

- The department does not directly offer assistantships. Graduate assistantships are offered through the Office of Graduate Studies. Students are encouraged to apply for all financial assistance opportunities on and off campus and in the private sector.

Are the same courses offered every semester?

- It depends. Some courses are only offered at certain times during the academic year such as only spring and only fall courses. Although on the schedule, courses may be altered based on student enrollment. Please check with your advisor about the courses needed each semester to fulfill degree requirements.

How do I enroll in courses that I need? Can I be enrolled over the phone?

- For degree-seeking students, your advisor will consult with you about the courses you need to take to ensure they fit within your chosen counseling program. *New incoming degree seeking students to the program cannot register themselves for classes. Students will need to wait for a notification from their program advisor about courses being offered their first semester.*
- For non-degree-seeking students, the best practice is to email the program coordinator or department chair your requested courses. After you have emailed the program coordinator or department chair your requested courses, you will be informed of the process to enroll in the courses through the Office of the Registrar. Once enrolled in the course, as a non-degree-seeking student you have 48 hours to pay for the course before you are dropped. Reenrolling in that same course may be difficult once a student is dropped from the course.

I cannot get in touch with my advisor. They are not returning my telephone calls to their office.

- The professors have office hours but also have university responsibilities. Even during their office hours, they have meetings. It is best to email your professor, including contact information (name and phone number), and they will return your email or contact you, usually in 48 hours (about 2 days) or less. The department asks that you remain patient if you email your professor or advisor even during their office hours because sometimes it may be difficult to respond to their email immediately if they have meetings or are out doing university business. Emails sent during holidays and weekends will be answered in the 48-hours starting the next business day. *Adjunct faculty do not hold office hours, it is best to get in touch with them by email.*
- Some professors are not available during the summer. Please check with the administrative assistant to inquire about the faculty's summer schedule.

Can I use my job as my internship?

- **For school counseling**, no. The Office of Clinical Experiences and Student Services places professional counseling students at internships in local school systems. There is no guarantee the students will be placed in their own school or even home district.
- **For mental health counseling**, no. Mental health students are responsible for securing their own practicum/internship placements based on their schedules. While students may use their job as a practicum or internship site, their internship must be different from their actual job and duties. Getting a different practicum/internship site encourages students to experience counseling in another setting.