

PITTSBURG STATE UNIVERSITY  
DEPARTMENT OF PSYCHOLOGY AND COUNSELING  
**APPLICATION FOR ADMISSION**  
**SUBSTANCE ABUSE COUNSELING AND CASE MANAGEMENT**

Return all completed material and non-refundable application fee directly to: Chairperson, Department of Psychology and Counseling, Pittsburg State University, 1701 South Broadway, Pittsburg, KS 66762-7551.

**PERSONAL DATA**

Name: \_\_\_\_\_  
(first, middle, maiden, last)

Please check the preferred mailing address:

Current Address: \_\_\_\_\_  
(street/route, city, state, zip)

Permanent Address: \_\_\_\_\_  
(street/route, city, state, zip)

Telephone: (\_\_\_\_\_) \_\_\_\_\_ Date of Birth: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Student ID #: \_\_\_\_\_

Degree/Program Sought:

- B.S.  
 Substance Abuse Counseling  Substance Abuse Services Minor  
 Case Management  Addiction Counselor Certification  
ONLY

Semester you plan to begin: Fall  Spring  Summer  of 20 \_\_\_\_\_

Work Experience Related to the Program Applying for:

Employer: \_\_\_\_\_ Dates: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Position: \_\_\_\_\_ Responsibilities: \_\_\_\_\_

Employer: \_\_\_\_\_ Dates: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Position: \_\_\_\_\_ Responsibilities: \_\_\_\_\_

Employer: \_\_\_\_\_ Dates: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Position: \_\_\_\_\_ Responsibilities: \_\_\_\_\_

(over)

Have you ever been convicted of a crime involving violence or exploitation of others? \_\_\_\_\_ No \_\_\_\_\_ Yes If yes, please explain

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Three recommendation forms must be sent by the recommenders to the Department of Psychology and Counseling, Pittsburg State University, 1701 South Broadway, Pittsburg, KS 66762. Please list their names below.

1. \_\_\_\_\_  
(Name, Position, Address, City, State, Zip, Phone)

2. \_\_\_\_\_  
(Name, Position, Address, City, State, Zip, Phone)

3. \_\_\_\_\_  
(Name, Position, Address, City, State, Zip, Phone)

If admitted, I agree to abide by all department policies, rules, and regulations regarding appropriate behavior and professional conduct. I understand that the Department of Psychology and Counseling may make appropriate inquiries with Validity Screening Solutions regarding the applicant's history of convictions for crimes involving violence or exploitation of others. I understand that the inclusion of any false or misleading information on this application form will result in my dismissal from the program and termination of my studies at PSU.

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(Signature)

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(Date)

This application and supporting documents will NOT be returned to the applicant. Complete official transcripts of all courses and degrees previously received must be sent directly to the Office of Registrar, Pittsburg State University, from the appropriate registrars in support of this application.

Pittsburg State University does not prohibit nor limit admission because of race, sex, color, creed, or national origin.

Admission to study in the Department is competitive and requires that students submit the following: Department Application and Non-Refundable Application Fee of \$40.00 payable to Department of Psychology and Counseling: Once the student has been accepted, additional fees are required to cover the cost of criminal background checks. The student's acceptance status will be considered "conditional" until the fees have been paid and the criminal background check has been completed. Costs: Domestic students with one last name – no additional fees; Domestic students who have more than one last name (maiden name, married names, nicknames or other names used) - \$18.00 per last name; International students - must pay the actual cost of the criminal background check for the student's specific country (see *International Criminal History Pricing* document for specific details); Consent for Release of Criminal Background Check; Personal Statement of Career Goals, and Three Completed Professional Recommendation Forms. Applications for admission to the Department of Psychology and Counseling cannot be processed until all completed materials are received by the department.

A non-refundable application fee is required for all students applying to a degree program in the Department of Psychology and Counseling at Pittsburg State University. If this creates an undue financial hardship for you, please contact the department chair.