



DOCTORAL PROGRAM APPLICATION INFORMATION

Texas A&M University-Commerce

Thank you for your interest in the doctoral programs at Texas A&M University-Commerce. Below you will find information concerning the different programs, a list of documents required for admissions consideration into the doctoral programs, required documents (references and statement of goals), and prospective student advisors for each programs.

The first stage of being considered for admission to a doctoral program will require as a minimum one of the following grade point averages: (1) an overall undergraduate grade point average (GPA) of 2.75, (2) 3.00 GPA on the last 60 hours of undergraduate degree, or (3) a 3.40 GPA on the master's degree and work beyond the master's level. If an applicant meets one of the GPA requirements, upon receipt of all required documents, the application file will be forwarded to the major department for consideration to the doctoral program.

Please submit to the Graduate School the following documents for your application file and admissions consideration:

- i) An application to the doctoral program of your choice. Apply online at https://www.applytexas.org/adappc/gen/c_start.WBX
- ii) Application fee - \$50.00 domestic/ \$75 international. If you did not pay your application fee during the Apply Texas process, you may pay your application fee online at your myLeo account once you have received your student id no. and password email.
- iii) An official Graduate Record Examination (GRE) score. The GRE scores are **mandatory** for all doctoral applicants. This score must be sent from the ETS to A&M-Commerce. A&M-Commerce's institution code is 6188.
- iv) Official transcripts from all degree-granting institutions and all schools where graduate work was attempted. We cannot accept copies. International student must provide an official transcript in English and a copy of their diploma for all degrees.
- v) Reference forms: Four letters of recommendation are required. Attached is a reference form for you to distribute to 4 individuals who you wish to give you a reference, two of which should hold doctoral degrees. (The EdD in Educational Administration requires 2 letters of recommendation; one of which holds a doctoral degree).
- vi) Work Experience and Goals Statement Form (attached). Some programs will require additional questions.
- vii) International students must also provide: an official TOEFL score of 79 ibt or higher or an IELTS score of 6.5 band or higher, a bank statement showing \$27,000 USD or more, and a sponsor's statement.

ALL TRANSCRIPTS AND TEST SCORES MUST COME AS OFFICIAL ORIGINALS. PLEASE MAIL THEM TO: TEXAS A&M UNIVERSITY- COMMERCE, GRADUATE SCHOOL, ATTN: VICKY TURNER, PO BOX 3011, COMMERCE, TX 75429-3011.

All programs reserve the right to require more documents for admissions consideration than what are listed above. Please carefully review your application checklist in myLeo or the document upload website to verify all documents required for your application file have been received.

At this time, the only FULLY online doctoral program that Texas A&M University-Commerce offers is the EdD in Educational Administration.

PROGRAMS WITH ADDITIONAL REQUIREMENTS

English applicants: A writing sample: a modest portfolio of your writing. The writing sample should contain one or two pieces of your academic prose (no more than 10 pages total), plus a two-page statement of your background, interests, and goals as they connect to doing graduate work in English.

Educational Administration applicants: You must meet one of the following requirements in addition to the documents listed above: 18 hours of successfully completed Educational Administration coursework or a copy of State Principal Certificate.

Higher Education Leadership applicants: 1. A writing sample, no older than 5 years, comprised of at least three, double-spaced pages of text on any subject. The sample must exhibit the applicant's writing skills, and it can be taken from a published work by the applicant, if applicable. 2. A professional vita/resume.

Supervision, Curriculum, and Instruction-Elementary Education applicants: You must attend an information session during which time a professional writing sample will be collected (contact the Department of Curriculum and Instruction for upcoming dates, 903/886-5537). Along with your statement of goals, please email a cover letter and resume or vita. The one page *cover letter* should provide statements that address the following three topics: (1) Personal philosophy of teaching, learning, and leadership, (2) Reasons for wanting to enter doctoral studies in curriculum and instruction, and (3) Long-term and short-term professional goals. The *professional resume or vita* should provide information on your professional education, professional work record, accomplishments that indicate scholarly potential, and service to the profession.

Applicants should have at least 3 years of teaching experience.

Counseling applicants: You must submit an additional counseling information packet, which is attached below or available at: <http://www.tamuc.edu/academics/graduateSchool/graduateForms.aspx>

Educational Psychology applicants: You must submit an additional statement of goals, which is attached below or available at: <http://www.tamuc.edu/academics/graduateSchool/graduateForms.aspx>

Deadlines for applying and submitting ALL documents required for consideration:

Program	Deadline Dates
PhD Counseling	February 1 for summer and fall admission October 1 for spring admission
PhD English	Applications are reviewed throughout the year
EdD Educational Administration	November 1 for spring admission July 15 for fall admission
PhD Educational Psychology	January 31 for summer or fall admission November 15 for spring admission
EdD SCI-Elementary Education (includes K-12)	April 1 for summer/fall admission November 1 for spring admission
EdD Higher Education Leadership	Applications are reviewed throughout the year

Upon receipt of the all the required documents, the admission's file will be forwarded to the major department where all materials will be evaluated and a recommendation made to the Dean of Graduate Studies. We will notify you of your admission decision by email.

If you have any questions concerning the application process, please contact Mrs. Vicky Turner, Doctoral Degree Coordinator, at 903/886-5167 or email address: vicky.turner@tamuc.edu.

Office of Graduate Studies

Attn: Vicky Turner
PO Box 3011
Commerce, TX 75429-3011

PROGRAM INFORMATION

PhD in Counseling

The Ph.D. in Counseling is a nationally accredited program (CACREP) that provides students with advanced clinical training and supervision as well as opportunities for scholarly activity in the field of counseling. A primary focus of the program is to equip students to become counselor educators. Students who pursue this degree usually want one or more of the following from the program.

- Advanced clinical training that will better equip students to become private practitioners or directors of clinical agencies
 - Training in supervision that will enable licensed professional counselors to become board approved supervisors
 - Preparation to become counselor educators
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PhD in English

The PhD in English is designed for students who wish to teach on the college level. The degree combines class work focused on either Critical Literacy (literature) or Written Discourse (Composition Studies) with extensive practical and theoretical work in teaching. With experience in tutoring, classroom teaching, and computer-assisted instruction (including digital media), our students receive an extensive preparation for the profession so they are ready to take their places as both teachers and scholars once they've completed their doctorate. At A&M-Commerce, doctoral students take classes with enrollments of no more than 15, including 21 hours of courses that train them to teach on the college level. Upon completion of the degree they will be able to speak about teaching with sophistication that arises from a powerful combination of theory and practice.

In addition, doctoral students plan, arrange, and participate in conferences held on campus; tutor in one of the best writing centers in the region; work on international, peer-reviewed journals; and are mentored and encouraged to publish original scholarship as well as present at regional and national conferences. At this point, we have 100% placement rate for our PhD Graduates.

EdD in Educational Administration: FULLY ONLINE PROGRAM

The Department of Educational Leadership offers the Doctor of Education degree in Educational Administration. The Doctor of Education degree is designed for a *K-12 public school administration* emphasis. Graduates of the doctoral program often pursue leadership positions in schools, districts, and state agencies.

Educational Administration Doctoral Program coursework includes preparation in foundations of educational administration, governance of educational organizations, advanced organizational behavior, research methods, administration of instructional programs, program evaluation for school leaders, ethics and philosophy, economics of education, and dynamics of change. Doctoral students participate in a residency that is designed to promote meaningful and continuous study in the field of scholarship, to provide for a diversity of experiences supporting intellectual growth and professional development, and to promote regular interaction between the student and faculty members.

Students may choose to apply to take school superintendent certification courses while pursuing the doctoral degree. The Superintendent Certification Program contains coursework for candidates holding a master's degree and standard principal certification. Candidates complete courses designed to meet national advanced leadership standards for visionary, ethical, political, collaborative, instructional, and organizational school district leadership. This certification program is designed to develop candidates who will meet the competencies assessed by the State Board of Educator Certification TExES examination for the Standard Superintendent Certificate. Doctoral program applicants have generally completed a master's degree in educational administration and principal certification coursework. The department encourages applications from candidates with strong academic achievement and scholarship ability, leadership abilities, and commitment to education.

PhD in Educational Psychology

The educational psychology doctoral program has its focus on Cognition and Instruction. The program has a cognitive science perspective with a strong foundation in methodology. Interdisciplinary activities are promoted, especially those related to current technology and instructional design. These emphases are intended to prepare students to apply, integrate, and construct knowledge across a variety of occupational, educational, and content matter domains that involve research or evaluation. Graduates of the program are educated to: Understand human cognition; conduct research; and employ technology to promote effective learning and training. Coursework is offered each semester, including summers. A limited number of courses are available online. The program is not available as "distance education," but the combination of online and summer courses may make it viable for non-traditional doctoral students.

Edd in Supervision, Curriculum & Instruction-Elementary Education

The mission of the Supervision, Curriculum, and Instruction Doctor of Education-Elementary Program is for graduates to acquire the knowledge commensurate with professionals terminally degreed in the field of curriculum and instruction, and to serve as experts and conduct research related to a curriculum and instruction knowledge base. The supervision, curriculum, and instruction knowledge base is founded on current and historical understandings of pedagogy and research.

Graduates of the Supervision, Curriculum, and Instruction Doctoral Program in Elementary Education will be able to apply their knowledge base appropriately in professional situations. Their metacognitive knowledge base enables them to serve as educational experts who analyze and evaluate educational situations. Graduates will also be able to synthesize and conduct research founded on current and historical understandings of pedagogy and research, which will result in innovations that produce exceptional achievement by students at all levels.

Upon completion of the doctoral program, graduates will assume educational leadership roles in a variety of venues such as public schools, regional educational training facilities, research and development centers, and the educational publishing industry. Graduates will also be qualified to teach in colleges and universities. Applicants should have at least 3 years of teaching experience.

Edd Higher Education Leadership

The Doctor of Education in Higher Education Leadership (previously the Supervision, Curriculum, & Instruction-Higher Education) is designed to prepare people for careers as faculty and administrators in community colleges and universities. The Higher Education program in the Department of Educational Leadership is the only one in Texas, and one of only 10 in the entire country that offers a graduate degree in college teaching. The degree requirements include 90 credit hours beyond the bachelor's degree or 60 credit hours beyond the master's degree (not including the 12 hours of dissertation). Components of the degree include an education foundation core and course work in both college administration and college teaching. Recipients of this degree have made Texas A&M University-Commerce a leader in the state in producing college faculty, deans, and college presidents. The Higher Education program in the Department of Educational Leadership is the only one in Texas, and one of only 10 in the entire country that offers a graduate degree in college teaching.



STATEMENT OF GOALS FOR DOCTORAL APPLICANT

Name _____ Student ID no. _____

Information requested below is needed by the departmental admissions committee to properly evaluate prospective doctoral applicants. You may attach an additional page or resume if necessary.

WORK EXPERIENCE (start with present position):

Position	Employer and Location	Dates

STATEMENTS OF GOALS BY APPLICANT:

1. What do you hope to accomplish during your tenure as a doctoral student at TAMU-Commerce?

2. What do you hope to accomplish professionally in the next five years?

Applicant _____ Date _____

Reference for Admission to Doctoral Program The Graduate School

TO BE COMPLETED BY APPLICANT

ID no. _____

Name of Applicant _____

Address: _____

I agree that the recommendation I am requesting shall be held in confidence by officials of Texas A&M University-Commerce, and I hereby waive any rights to examine it. Yes No

Applicant's Signature _____ Date _____

TO BE COMPLETED BY THE RECOMMENDER

The above named person has applied to a doctoral program at Texas A&M University-Commerce and has asked that you supply the information requested below.

I have known the applicant for _____ yrs. Capacity _____

Please indicate the applicant's ability and professional competence in the following.

QUALIFICATIONS	Excellent	Good	Average	Poor	No basis for judgment
General competence					
Intellectual capacity					
Initiative					
Dependability					
Perseverance					
Oral expression					
Written expression					
Potential as a research scholar					
Potential as a teacher					
Knowledge in subject of proposed study					
Personality					
Emotional Stability					
Adaptability					
Self-confidence					
Ability to work with others					
Enthusiasm					
Independence					
Overall potential as doctoral candidate					

In addition to the above evaluation, please provide a statement appraising the applicant's promise of success in a doctoral program. You may use the back of this form if necessary.

Signature _____ Date _____

Name typed or printed _____ Position _____

Do you hold a doctoral degree? Yes _____ No _____ Email: _____

Please return this form to: The Graduate School, Texas A&M University-Commerce, Commerce, Texas 75429-3011 or email to Vicky.Turner@tamuc.edu



Statement of Goals for PhD in Educational Psychology

Student name: _____ Student ID
no.: _____

1) What psychological research goals do you intend to accomplish during your tenure as a student in the psychology graduate program? Please be as specific as possible.

2) Please list 1-3 faculty members in the psychology department with whom you would like to conduct research. Be as specific as possible with how your research interests align with theirs.

3) What career will you pursue upon graduation from our program? What are your goals within this career?

Departmental Contact Information

<u>DEGREES</u>	<u>MAIN OFFICE</u>	<u>PROS. STUDENT ADVISOR</u>	<u>CONTACT</u>	<u>ADMIN ASST</u>	<u>CONTACT</u>
COUNSELING	903-886-5637	Dr. Chris Simpson	Chris.simpson@tamuc.edu	Marilyn Lewis	marilyn.lewis@tamuc.edu
ENGLISH	903-886-5253	Dr. Donna Dunbar-Odom	Donna.dunbar-odom@tamuc.edu	Kim Jefferies	kim.jefferies@tamuc.edu
EDUCATIONAL ADMINISTRATION	903-886-5520	Dr. Chuck Holt	chuck.holt@tamuc.edu	Jane Clark	Jane.clark@tamuc.edu
EDUCATIONAL PSYCHOLOGY	903-886-5940	Dr. Curt Carlson	curt.carlson@tamuc.edu	Aletha Poe	Aletha.poe@tamuc.edu
SCI- ELEMENTARY EDUCATION	903-886-5537	Dr. Susan Szabo or Dr. David Brown	susan.szabo@tamuc.edu david.brown@tamuc.edu	Priscilla Nichols	priscilla.nichols@tamuc.edu
HIGHER EDUCATION LEADERSHIP	903-886-5607	Dr. Jon Travis	jon.travis@tamuc.edu	Dorline Nelson	dorline.nelson@tamuc.edu

ADMISSION PACKET
DOCTORAL PROGRAM IN COUNSELING

The Counseling Program's *Doctoral Admissions Review Committee* reviews all doctoral applications after they have been received by the Graduate School. Several criteria are factored into the overall score to determine admission into the program. These criteria include:

- GRE score (Verbal, Quantitative, and Writing sections)
- Entry-level course requirements (in comparison to CACREP master's program)
- Recommendations – A total of 4 references are required (at least one reference should come from a graduate faculty who has taught the applicant)
- Professional goals
- Work experience (document all professional work experience in counseling profession)
- Interview
- Written performance

Each of these criteria is considered by members of the Doctoral Admission Committee in their recommendation to admit or to deny admission.

If you have questions, please contact the Department of Counseling at 903-886-5637 or Dr. Chris Simpson, Chair, Doctoral Admissions Committee-- chris.simpson@tamuc.edu

This form needs to be completed by all COUNSELING applicants.

_____ completed a total of _____
(name of student) *(hours)*

clock hours of supervised field placement experience in a school counseling, student affairs, or community counseling-related setting while a graduate student at:

(university)

(If other settings were allowed, please explain in some detail about the work performed. Use a separate sheet if necessary.)

These hours were completed while enrolled in _____
(name of course(s) and course number(s))

for which semester hours of academic credit were awarded. The campus supervisor's name was:
_____.

I attest to the correctness of the information above.

Signature

Title

Phone number

Email

This should be mailed to:

**Dr. Chris Simpson
P.O. Box 3011
Department of Psychology, Counseling,
& Special Education
Binnion Hall
Texas A&M University-Commerce
Commerce, TX 75429-3011**

Doctoral Applicant: Please have the information above completed by the appropriate person at the college or university from which you received your master's practicum/internship if other than the master's program from Texas A&M University - Commerce.

Counseling ESSAY FORM SHEET

Instructions:

You are requested to write a one-page essay, which closely addresses the assigned topic. The typed essay will be read independently by the five members of the Doctoral Admissions Committee within the Department of Counseling, and their ratings will be a part of the admission's decision process. It will be read for organization, content, and evidence of professional understanding. **Return this in your completed application to the Graduate School.**

Topic:

Counselors assist others in their process of change. Some think that it is what counselors do (technique) that assists in this change; others think that the relationship between the counselor and client is the most important catalyst for change; while still others would support that the motivation and readiness for change on the part of the client is most import to effect change.

Describe your personal philosophy of the principles, which guide therapeutic change. Identify aspects of this philosophy that derive from counseling theorists and those which are your own.