**Applications must be totally complete and turned in as one file to Dr. Beth Jones.**

***NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CWID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

1. **\_\_\_\_\_** Prerequisites Completed *(Form 1)*

**2 \_\_\_\_\_** Application for Admission to Psy 691*(Form 2)*

**3 \_\_\_\_\_** Field Site Information Sheet *(Form 3) (Dates MUST match semester)*

**4 \_\_\_\_\_** Site Agreement Notarized *(Form 4) (original must be received)*

**5 \_\_\_\_\_** TEA Signed Form *(Form 5)*

**6 \_\_\_\_\_** FERPA Signed Form *(Form 6)*

**7 \_\_\_\_\_** Handbook Acknowledgement *(Form 7)*

**8 \_\_\_\_\_** Confidentiality Form *(Form 8) (MUST have witness signature)*

**9 \_\_\_\_\_** Progress Report *(Form 10) (for MS/MED students ONLY)*

**10 \_\_\_\_\_** Official Letter or Email Confirming Full Admission to the Program

(contact Graduate School for a copy if you do not have it)

**11 \_\_\_\_\_** Submission of written acceptance of the program admission

**12 \_\_\_\_\_** Current Official Transcript (sent directly to Dr. Beth Jones/ GPA minimum of 3.5)

**13 \_\_\_\_\_** Verification of Dyslexia Training (completed at admission or in SPED 524)

14 \_\_\_\_\_ License Verification of All Supervising Diagnosticians (can be printed from TEA and supervisor must have three years of experience as a diagnostician)

**15 \_\_\_\_\_** Curriculum Vita and/or Professional Résumé

**16 \_\_\_\_\_** Documentation of Professional or Student Liability Insurance (3 million’ from a source listed from approved list on our website)

**17 \_\_\_\_\_** Copy of signed Degree Plan

**18 \_\_\_\_\_** Training Certificate for 2113214 *Mental Health Training*

**19 \_\_\_\_\_** Training Certificate for #2113215 *Supporting Mental Health in Schools*

**20 \_\_\_\_\_** Verification of certification application completed with TAMUC certification office

Dr. Beth Jones, Beth.Jones@tamuc.edu

Department of Psychology and Special Education

P.O. Box 3011, Commerce, TX 75489