

**HUMAN SERVICES COUNSELING  
CONCENTRATIONS IN AGING, REHABILITATION  
& SERVICES TO THE DEAF**

**CRITERIA FOR DEPARTMENTAL APPROVAL**

All students who are considering Human Services Counseling as a major will take an introductory course in their field of study (Fundamentals of Counseling, Introduction to Rehabilitation, Introduction to Deafness). It is at this point that the student should apply as a declared major in Human Services Counseling. Advisement is done by the faculty member of the student's planned major.

The counseling faculty has the responsibility for considering prospective majors. Each student will be considered in regard to proficiency in the introductory course, grade point average, English grades, evaluations by professors who have the student in class, and other such pertinent data as deemed necessary. The Department of Professional Programs in Human Services adheres to the policies of the University in granting transfer credit. Interviews are held with the students by the concentration faculty members. After application is made, the student is either: (a) approved as a declared major, (b) approved on condition or probation, or (c) denied approval.

The following are general policies of the Department in deciding the status of each student.

I. Criteria:

- A. Minimum of 30 course credit hours.
- B. 2.25 overall grade point average.
- C. Attainment of a C or better grade in English Composition I and II.
- D. Attainment of a C or better grade in concentration introductory course.
- E. Advisor approval, based on student's:
  - Social Tolerance
  - Flexibility
  - Dependability
  - Scholarship
  - Interest
  - Professional Attitude

Approval is based, not on any one criteria, but on a combination of both objective and subjective criteria.

- II. Conditional approval is made by the Faculty Committee if the student is below the minimum requirements for approval, but may reasonably be expected to meet those requirements in a given length of time.
- III. Denial is based upon failure of the student to meet any one or any combination of requirements listed under point No. I above. A student may appear before the Department Grievance Committee to have his/her application reconsidered if the student desires.

Student should inform advisor if he/she has any past or current felony or misdemeanors as this may affect internship placement.

All actions taken regarding major declarations will be made known to the student in person, as well as in writing.

**DEPARTMENT OF PROFESSIONAL  
PROGRAMS IN HUMAN SERVICES  
EAST CENTRAL UNIVERSITY  
1100 E 14<sup>TH</sup> STREET  
ADA, OK 74820**

FOR OFFICE USE ONLY

- Approved  
Committee Action  
 Conditionally Approved  
 Denied

**APPLICATION TO HUMAN SERVICES  
COUNSELING**

Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Concentrations in Aging, Rehabilitation or  
Services to the Deaf**

**NAME:** \_\_\_\_\_ **Student ID No.** \_\_\_\_\_  
Last First MI

**MAJOR:** \_\_\_\_\_ **Concentration:** \_\_\_\_\_

**Minor:** \_\_\_\_\_

**EXPECTED GRADUATION DATE:** \_\_\_\_\_

**Campus where most classes are taken:**  Ada  Online Only **Advisor:** \_\_\_\_\_

**Contact Address:** \_\_\_\_\_  
Street/PO Box City State Zip

**Contact Number:** \_\_\_\_\_ **Cell Phone Number:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**College Transfer:**  Yes  No **Degree?**  Yes  No

**If yes, name of college:** \_\_\_\_\_

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Advisor's Signature

\_\_\_\_\_  
Date

**PLEASE ATTACH AN UNOFFICIAL TRANSCRIPT**