Admission Guidelines

Our CACREP accredited Clinical Mental Health Counseling and School Counseling programs are located on the Chicago Campus of Roosevelt University, in the heart of downtown Chicago, directly across from Millennium Park. Programs begin every Fall semester.

Admission is a two-step process:

1. **Apply by Feb. 1 for preferred admission to Roosevelt University.**
   Applications completed after this date will be reviewed on a rolling basis until August 1. The following materials are required:

   A. [A completed online application](#).
   B. Official transcripts from all previously attended colleges and universities. Official transcripts must be submitted directly to Roosevelt University by the issuing institution via email, using the address [admissionforms@roosevelt.edu](mailto:admissionforms@roosevelt.edu) OR by regular mail using this address: Roosevelt University, Office of Admission Processing, 1400 N. Roosevelt Blvd., Schaumburg, IL 60173.

2. **Participate in a group interview conducted by the program faculty.** Once you have submitted your online application, the admission committee will invite you to attend a face-to-face interview. If you have not already submitted your official transcripts, you will need to bring unofficial ones to your interview. In addition, you will need to bring the names and contact information for at least two references, and a personal goals statement describing the evolution of your interest in, and commitment to, the field of counseling. Your statement should include a description of any human service experiences you have had, your professional goals, and any other
pertinent information that will help the admission committee to understand your potential as a counselor. Your personal statement should be 1-2 pages in length, using standard font.

At the interview, you will meet the program faculty and engage in exploratory conversations about the counseling profession and programs. Interviewees who live out of state or outside of the Chicago metropolitan area can make arrangements for an online interview, but the face-to-face interview is strongly recommended.

**The interview dates for Fall 2016 admission are December 9, 2015; February 6, 2016; and March 19, 2016. Other dates will be added if needed.**

For more information about the admission process and our counseling programs, contact Lilith Castillo at lcastillo04@roosevelt.edu or 312-853-4789.