

Application Instructions

NIU Specialization in Marriage and Family Therapy

Directions: To apply to the NIU Specialization in Marriage and Family Therapy, you must complete two separate applications. First, apply on-line to the NIU Graduate School (specifying the graduate major in **applied family and child studies**). Second, send a separate application to the director of the specialization in marriage and family therapy. Please see item 2 on page 2 of this document. Items 2 (c), (d) and (e) are available on the website where the document you currently are reading is also posted.

The Completed Graduate School applications must be submitted by **January 4** on-line, and specialization applications must be submitted to the director of the specialization by **January 15**. Late applications will be considered if space is available.

1. ***Apply to the NIU Graduate School online at the Graduate School website.***

The application to the Graduate School is available online at <http://www.grad.niu.edu/apply/graduate.shtml>. Please note that in the drop-down menu of programs, you should apply to *Applied Family and Child Studies*. If you select *Marriage and Family Therapy*, you will be re-directed to *Applied Family and Child Studies*. It will be forwarded for review, when complete, to the School of Family, Consumer & Nutrition Sciences.

You need these items to be sent to the Graduate School in order for your application to be complete:

- ___ a. **Graduate Record Examination (GRE) Scores.** An official copy of your GENERAL TEST scores must be sent to the Graduate School by Educational Testing Services. *No subject test is required.* Use these codes: INSTITUTION = **R1559**; DEPARTMENT/MAJOR FIELD = **4603**. Allow eight weeks from the date you take the test for the scores to reach NIU. For more information, call the NIU Testing Office at 815/753-1203 or any college near you.
- ___ b. **Transcripts showing all undergraduate and graduate courses.** The Graduate School only asks for a transcript showing receipt of an undergraduate degree, but the School of Family, Consumer, and Nutrition Sciences needs transcripts showing all courses that will be used to meet program prerequisites. If you have taken courses at community colleges or multiple colleges, please send all of your transcripts.
- ___ c. **Two letters of recommendation required, three preferred.** Letters on letterhead are acceptable if your full name is specified in the letters. We advise that you ask more than two individuals to write letters, and we also ask that at least one of these letters be written by a former or current professor or instructor who can attest to your ability to do graduate-level work.
- ___ d. **Graduate School Application.** All applicants must be admitted to the **MS in Applied Family and Child Studies** before they can be admitted to the Specialization in Marriage and Family Therapy.

The Graduate School application requires a statement of career goals. In your statement, please state clearly in the first sentence of the goal statement that you are applying to the *Specialization in Marriage and Family Therapy*. Neatness, grammar, spelling and ability to follow instructions count.

- ___ e. **Graduate Assistantship Forms** can be downloaded from the Graduate School website at <http://www.grad.niu.edu/apply/index.shtml>. If you are considering an assistantship (a form of financial aid that waives tuition and pays a small stipend for 10 hours of work per week), you must return this form with your application to the Graduate School.

Page Two

2. **Apply to the NIU Specialization in Marriage and Family Therapy.** Send all of the following to the Director of the Specialization at the address shown below. Questions should be directed to Dr. Shi at 815/753-6349, or lshi@niu.edu
- ___ a. **A cover letter** stating why you are interested in studying marriage and family therapy at NIU and how you heard of the program. Please make sure your full address, e-mail address, and telephone numbers appear with your name.
 - ___ b. **A current resume** summarizing your educational and work experiences. If you took coursework toward a graduate degree that you did not complete, please state that the degree has not been completed. Include relevant volunteer experiences.
 - ___ c. **A writing sample**, (please see instructions for writing sample posted on this website) with
 - ___ d. **Writing Sample cover page** (also on website) attached to writing sample
 - ___ e. **Three SMFT Recommendation Forms** (posted on website) Letters on letterhead are acceptable but only in addition to the forms. These recommendations should be from persons who can evaluate your potential as a family therapist. You may return these forms with your other material or have them returned by their authors. These forms may be from the same people who have recommended you to the Graduate School.

Send all Specialization application materials (2.a - 2.e) to:

Lin Shi, Ph.D.
Director, SMFT
School of Family, Consumer, and Nutrition Sciences
Northern Illinois University
DeKalb, IL 60115-2854
lshi@niu.edu

That's how you apply to the Northern Illinois University Specialization in Marriage and Family Therapy. It's a lot of work, we know. We appreciate your time and effort!