

Important Dates to Remember

- * **Aug 19** — First Day of Classes
- * **Aug 31**—Deadline to Register for Graduation in December
- * **Sept 2**—Labor Day, Campus Closed
- * **Sept 28**—CPCE Exam
- * **Oct 14&15**— Fall Break
- * **Oct 19**—NCE Exam

August

Be sure to visit our website for the most current information.

www.coecounseling.eku.edu

Who is my advisor?

Clinical Mental Health

A-F Crouch, L.
G-O Engebretson, K
P-Z Spiers, A

School Counseling

A-H Romagnolo, S
J-Z Jeon, M

Doctoral Students

A-Z Sommer, C



WELCOME BACK to school

Welcome Back, Friends! Hope you had a good, restful summer and are ready for a great school year. This is the first newsletter of the academic year. **PLEASE** take time to read through them each month. You will find a lot of helpful information. There are important dates, deadlines, information about practicum and internship, plus other valuable items you will need to know. We are here to help you — and this is another tool we use to do just that!

Make it a great day — and semester!

Susan Rice, Admin Assistant



The A/C has been broken in the building this summer. Most days it's 58 degrees in the hallway! Be prepared by bringing a jacket or sweater to class with you.



Helpful Hints & Handy Tips

to Make Your Student Experience Easier

- ◆ **ALWAYS check your email.** Students frequently call the office in a panic because of information they either didn't receive in class, or a deadline that was missed (including exit exams and graduation requirements – ***YES that kind of important stuff***), because he/she didn't read the email. This is how we best communicate with you. If you are not receiving emails from the office, check your junk or spam file
- ◆ **Keep electronic copies of ALL syllabus and practicum/internship paperwork.** Treat them like you would your personal tax information. You will need them later for licensure and job applications.
- ◆ **When in doubt, ASK!** You are never a bother to your instructor or the COU Office. It's better to ask than to be anxious and stressed.
- ◆ **Get to know your advisor.** We all have questions! Your advisor is here to help you answer program and course questions, plan your time and maximize your efforts wisely. Make that appointment!



Are you planning to graduate in December 2019?

The deadline to apply for December graduation is quickly approaching. If you are intending to graduate in December, you must apply no later than August 31. Apply through EKU Direct or by following the link provided:

<https://registrar.eku.edu/applying-graduation>

“I didn’t get that message from the office...”

Do you know someone who didn't receive an email or newsletter from the COU Office? The e-mailing list is constantly changing. Although we try our best to be sure everyone is included, someone is always slipping through the cracks. If you know someone who didn't receive messages or newsletters, please have that person email the COU Office. susan.rice@eku.edu



New Student Orientation

Monday, August 19, 5pm-7pm, Combs Bldg, Room TBA



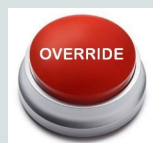
Who is my advisor? What is the CPCE exam? How do I request an override? These are just a few of the questions you have about the COU program. ALL students are invited to attend a special orientation meeting. Come meet our fantastic faculty and staff! They are here to help you!

How to request an override

The single, most common question in our office is, "How do I request an override?" It's very easy. Follow these simple steps:

1. Contact the instructor to request permission to be in the course. Be aware it is at the instructor's discretion to grant the override.
2. Once permission is granted, email the following information to Susan Rice, Administrative Assistant (susan.rice@eku.edu)

- Student ID#
- Course #
- CRN #



Do you need help with Taskstream? Contact Daryl Six in the IT Dept. He is best able to help you.

Email is best. daryl.six@eku.edu

IMPORANT EXAM INFORMATION



CPCE EXAM

Registration Deadline: Friday, September 7 (*strictly enforced*)
Testing Date: Saturday, September 28
Where: Combs Bldg, Computer Lab, Rm 431
Time: 8:00am—12:00 Noon (*approx.*)

What is the CPCE Exam? The CPCE Exam is a comprehensive exam to test your knowledge of the counseling field. All COU students are required to pass the exam in order to graduate. It is scheduled for Saturday, Sept 28 here on campus in the Combs Building. Only students who are in their final semester should register for the exam as soon as possible. If you are NOT in your final semester, you do not need to register. Still not sure if you should register? Contact your advisor.

How do I register? Registration seems to be the most difficult part for many students . There are several steps involved. **It's VERY IMPORTANT that you follow instructions.** Follow this link to begin your registration. ***Be sure to carefully read all of the information.*** www.cocounseling.eku.edu/application-sit-comprehensive-examination If you have questions or concerns, please contact Dr. Charles Myers, Program Coordinator. charles.myers@eku.edu

NCE EXAM

Saturday, October 19
Combs Building, Computer Lab, Room 431
8:00am—12:00 Noon (approx.)

The NCE Exam is the licensure and certification exam for students who will/have graduated. Students may take the NCE toward the end of their master's program OR within one year from your graduation date. Eligible students should have already registered for the exam. If you have questions or concerns, please contact Dr. Charles Myers, Program Coordinator. Email: charles.myers@eku.edu