Graduate Program Application Guide
# Table of Contents

Introduction ..................................................................................................................................... 3
Application Dates and Deadlines .................................................................................................... 3
Important Considerations Before Applying .................................................................................... 3
About the University and the Department of Psychology .............................................................. 4
Psychology Graduate Program Overview ....................................................................................... 5
Preparing for the Program ............................................................................................................. 14
Application and Admission .......................................................................................................... 15
Application Evaluation ................................................................................................................. 20
Introduction
The Sacramento State Psychology Graduate Program (Psychology Graduate Program) Application Guide assists applicants with applying to the program. Read through the guide carefully as it provides information about the program as well as how to apply. **Failure to follow the application process may result in a denied application.**

Application Dates and Deadlines
Psychology Graduate Program only accepts applicants for fall admission, with the Industrial-Organizational option accepting applications in alternating years. **There is no spring admission.**

<table>
<thead>
<tr>
<th>What</th>
<th>Due date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application (University and Department)</td>
<td>January 15, 2019</td>
</tr>
<tr>
<td>Letters of recommendation</td>
<td>January 20, 2019</td>
</tr>
</tbody>
</table>

Application Websites

**University Application:** [https://www2.calstate.edu/apply](https://www2.calstate.edu/apply)

**Sacramento State Psychology Supplemental Application:** [https://csus.co1.qualtrics.com/jfe/form/SV_24AgJ4VKwThe7rv](https://csus.co1.qualtrics.com/jfe/form/SV_24AgJ4VKwThe7rv)

Important Considerations Before Applying

- The Psychology Graduate Program is primarily a day program intended for full-time enrollment. Courses and experiential work are often held between the hours of 9a.m. and 5p.m. Some programs require internship participation, while others require research work outside of the classroom.
- The Psychology Graduate Program does not lead to licensure as a clinical psychologist, MFT or counselor. Individuals with these career goals should contact the Sacramento State College of Education or the Department of Social Work.
- Applicants **without** a B.A. or B.S. in Psychology **should not apply** to the program if they do not have a solid foundation in Psychology. This is described further on page 13.
- The application requires applicants to submit proof of having completed two (2) Psychology based Statistics and methods course. These courses must have included research methods, in which students have analyzed a dataset and written an APA paper; and descriptive and complex inferential statistics such as factorial ANOVAs, mixed model ANOVAs, ANCOVAs, MANOVAS, planned and unplanned comparisons, factor analysis, and multiple regression. Applicants are asked to provide a course description and syllabus for each course when completing the online supplemental application.

Questions regarding the program or application process should be sent to Nicole Scanlan at scanlan@csus.edu
About the University and the Department of Psychology

California State University, Sacramento (Sacramento State) is located in California’s capital city and offers students extensive learning and research opportunities. Its location in the state capital offers access to a variety of internships and job opportunities with some of the nation's most influential public and private institutions. Over 30,000 students are enrolled in the University.

Sacramento State is situated at the center of the Sacramento metropolitan area on 300 tree-filled acres bordering the American River. Miles of riverfront trails for runners and bicyclists stretch along the adjacent American River Parkway, linking the campus and student housing with recreational areas such as Folsom Lake and Old Sacramento.

Psychology is one of the larger departments on campus with over 1400 undergraduate majors and minors as well as 68 graduate students.

The Psychology Department is located in Amador Hall, which features:
- dedicated research laboratories for work in animal psychology, applied behavior analysis, clinical psychology, community psychology, cultural psychology, developmental psychology, neuroscience, perception, and social psychology,
- a neuroscience surgical facility with sophisticated monitoring equipment,
- a vivarium (animal lab) with its own environmental control system,
- a clinical suite consisting of six rooms with closed-circuit audio and TV recording systems. It is used by the ABA program to conduct research in language and social skill acquisition and reduction of problem behaviors (e.g. feeding disorders, aggression and stereotypy).

Important University Phone Numbers

Psychology Department: Amador Hall, Rm. 350 ..........................916-278-6254
Financial Aid Office: Lassen Hall, Rm. 1006 ..........................916-278-6554
Graduate Studies: River Front Center, Rm. 215 ..........................916-278-6470
International Programs and Global Education, Library 1001.........916-278-6686

Important University Websites

Sacramento State website ........................................www.csus.edu
Psychology Department ........................................www.csus.edu/psyc
Graduate Studies Office ...........................................www.csus.edu/gradstudies
Financial Aid Office ...............................................www.csus.edu/faid
International Programs and Global Education ......................www.csus.edu/ipge/
Psychology Graduate Program Overview
The Psychology Graduate Program is designed to provide specialized education in the field of psychology. With a masters in Psychology, one can qualify for positions similar to those associated with a bachelor’s degree, though at a higher level of responsibility. In addition, master’s degree students can prepare for doctoral study in any area of Psychology.

Although the program is based on a core set of requirements, the structure of the program is flexible to meet individual student academic goals. The program also offers students opportunities to earn academic credit for research activities in the laboratory; teaching activities; and fieldwork in community mental health agencies, government agencies, schools, and/or businesses. Students are expected to work with their advisors to plan a course of study.

Program Structure
The program is comprised of course curricula and applied experiences followed by the completion of a culminating requirement (a thesis or project). Students have a variety of readily available opportunities to acquire individual supervised research and teaching experience with Department faculty and to participate as interns with local organizations and consulting firms throughout the Sacramento metropolitan area. Depending on specialization, this supervisory coursework may be either strongly recommended or required as part of a set program.

Program Length
Typically, full-time students complete the program within 2.5-3 years. Students enrolled on a part-time basis; however, take proportionally longer to complete their program requirements.

FAQ
Do you have a Counseling/MFT program? No. The Counseling Psychology/MFT program is currently housed in the Sacramento State College of Education. http://catalog.csus.edu/colleges/education/graduate-professional-studies-education/ms-in-counseling/

In addition, Sacramento State as a Master of Social Work program located in the College of Health and Human Services. https://www.csus.edu/hhs/sw/msw/

Do you have a Doctoral Program? No
Applied Behavior Analysis (ABA) M.S. (Pending final approval)
ABA is a scientific approach aimed at 1) understanding environmental variables that reliably influence socially significant behavior and 2) developing behavior-change technologies based on this understanding. ABA procedures have been used in many applications including education, rehabilitation, community psychology, self-management, child management, sports psychology, gerontology, and with people who have disabilities. ABA graduates are extremely marketable in California and are typically employed by school districts, private schools, or agencies providing services to individuals with learning, emotional, or developmental disabilities. ABA students typically earn their master’s degree in three years.

The program at Sacramento State also prepares students to practice as master’s level board certified behavior analysts, as well as to enter doctoral (Ph.D.) programs in Applied Behavior Analysis or Experimental Analysis of Behavior. The ABA option coursework (described later) fulfills the requirements to sit for the national certification exam in Behavior Analysis. For more information visit: www.bacb.com

General Psychology M.A.
Students in the General Psychology option can prepare for doctoral study or research careers in all fields of psychology including but not limited to Clinical, Cognitive, Community, Developmental, Neuroscience/Biopsychology, Quantitative, and Social Psychology.

All General M.A. students take graduate courses in research methods, advanced statistics, and psychological measurement, as well as content courses consistent with their interests.

General Psychology students supplement their classroom courses with supervisory and experiential coursework, which typically begins in their first, but no later than their second, semester in the program, and continues each semester after that.

Experiential coursework includes:

- conducting research, either as members of research teams or individually under the supervision of a faculty member,
- supervising lab Research Assistants,
- applied fieldwork (ABA, Clinical, or Community).

Completing a master’s degree with these curricular goals often takes three full time years.
Industrial-Organizational (I-O) Psychology M.A.

The I-O option at Sacramento State is designed for students who wish to develop marketable career skills that allow them to apply psychological principles and research methods to work-related issues. The curriculum was developed in accordance with the Guidelines for Education and Training in Industrial-Organizational Psychology, published by the Society for Industrial and Organizational Psychology (SIOP) in 2016. All 24 major competency areas in the SIOP Guidelines are covered in the curriculum with more emphasis given to some than others—a strategy that is common and consistent with SIOP Guidelines. The curriculum focuses on topics relevant to typical jobs held by master’s level I-O practitioners in the local employment market: human resource planning and development (e.g., job/work analysis; employee recruitment, testing, and selection; employee training; performance management) and general analytical skills (e.g., research methods; measurement; data analysis). These topics are focused more on the “industrial” side of the I-O field. Current literature in organizational psychology (e.g., attitudes and motivation, groups and teams, and occupational health and safety) are covered briefly in the coursework. Many Sacramento State I-O graduate students work locally in I-O-related positions while taking classes and are often sought for employment in various branches of the State of California, other public sector agencies, and private sector consulting firms.

At Sacramento State students in the I-O option have many opportunities to pursue their interests in the field. These opportunities include:

- Completing a supervised applied project representing their area of research expertise and interest.
- Working with I-O faculty in their research labs and presenting research at conferences or submitting work for publication.
- Teaching Assistant experience
- Applied fieldwork projects.

All I-O students move through the coursework as a cohort, and are expected to finish the program in 2.5 years. Students who successfully complete the I-O program will have “Industrial-Organizational Psychology” printed on both their transcripts and diplomas.
Program Course Requirements

All students must complete a minimum of 30 units, including core program courses, option specific courses, and a culminating requirement (a thesis or a project) to fulfill University requirements. Most students take more than the minimum number of units to meet their academic and career goals.

All graduate students must complete the following core courses (10-12 units):

- Methods in Empirical Psychology (PSYC 200)
- Survey of Contemporary Statistical Methods in Psychological Research (PSYC 202)
- Culminating Experience (PSYC 500A/B) - Students must enroll in PSYC 500B if thesis/project is not satisfactorily completed while enrolled in PSYC 500A.

Students take the following additional courses based on their chosen program option.

<table>
<thead>
<tr>
<th>Program Option Specified Coursework</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Program</strong></td>
</tr>
</tbody>
</table>
| Applied Behavior Analysis          | - Seminar in Learning and Behavior (PSYC 242)  
                                 | - Advanced Applied Behavior Analysis (PSYC 271)  
                                 | - Research Methods in Behavior Analysis (PSYC 272)  
                                 | - Theoretical Foundations of Behavior Analysis (PSYC 274)  
                                 | - Applied Behavior Analysis in the Workplace (PSYC 275)  
                                 | - Advanced Experimental Analysis of Behavior (PSYC 281)  
                                 | - Assessment and Treatment of Behavior Programs (PSYC 284)  
                                 | - Professional Issues in Behavior Analysis (PSYC 291)  |
| General Psychology                 | - 6 Units of Seminars (See University Catalog for course names)  
                                 | - One from PSYC 209, PSYC 210, PSYC 217, PSYC 251, or PSYC 268  
                                 | - One from PSYC 240, PSYC 241, or PSYC 242  
                                 | - 3 Units of Methods (PSYC 204, PSYC 205, PSYC 206 or PSYC 272)  
                                 | - Teaching of Psychology (PSYC 283)  
                                 | - Cooperative Research (PSYC 294) or Special Problems (PSYC 299).  |
| Industrial-Organizational Psychology | - Advanced Topics in Statistical Methods for Psychological Research (PSYC 204) or Measurement Methods for Psychological Research and Practice (PSYC 205)  
                                 | - Tests and Measurement (PSYC 206)  
                                 | - Current Literature and Applications in Industrial-Organizational Psychology (PSYC 216A)  
                                 | - Current Literature and Applications in industrial-Organizational Psychology (PSYC 216B)  
                                 | - Training and Employee Development (PSYC 267)  
                                 | - Analysis of Work and Employee Selection (PSYC 269)  
                                 | - 3 units of electives  |
**Teaching of Psychology**

Teaching experiences gained at Sacramento State can help strengthen a student’s position in competing for community college positions and/or increasing the chances of procuring Teaching Assistant positions if accepted into a Ph.D. program.

Students emphasizing preparation for community college teaching can gain teaching experience in two ways. First, they can apply for Teaching Associate positions in PSYC 102 - Advanced Methods and Statistics in Psychological Research. Second, students can become Instructional Student Assistants who aid the instructors of record. Positions vary by semester.

---

**Financial Aid**

Students in the Sacramento State Graduate program fund their studies through a variety of funding sources, including:

- Scholarships, grants and fellowships.
- Teaching Associate positions.
- Instructional Student Assistant positions.

**Scholarships, Grants and Fellowships**

- Information about general financial aid can be found on the Financial Aid Website [www.csus.edu/aid](http://www.csus.edu/aid)
- Additional information about graduate specific sources of funding can be found at [https://www.csus.edu/gradstudies/additionalresources/financialopportunities.html](https://www.csus.edu/gradstudies/additionalresources/financialopportunities.html)
- The Psychology Department also offers several scholarships for graduate students each semester. All graduate students are encouraged to apply to each scholarship for which they are eligible.

**Teaching Associates (TAs) and Instructional Student Assistants (ISAs)**

- TAs are paid instructors of record for the Department’s PSYC 102 laboratory sections.
- ISAs are paid to perform a variety of tasks, such as lecturing, grading, and tutoring, to assist faculty members in their work.
- Available positions vary by semester.
Department Faculty
Please review the following information carefully. The application asks applicants to rank 3 advisors with whom they would like to work. Applicants should select the advisors which best align with their academic and career interests.

Failing to select advisors who closely align to one’s academic and professional goals may impact the quality of their application. IMPORTANT: do not choose an advisor(s) who is not accepting applicants.

Akutsu, Philip (Ph.D., UCLA). Accepting Applicants.
Field: Clinical Psychology.
Research Interests: Racial and Cultural Factors in Psychology, Help-seeking Attitudes and Behaviors, Mental Health Service Utilization and Delivery, Racial Prejudice and Discrimination, Asian American Psychology.

August, Rachel (Ph.D., Claremont Graduate University). Field: Industrial-Organizational Psychology.
Research Interests: College Student-Athlete Career Development, Career Transitions, Organizational Socialization, Older Workers, Women Workers, Workplace Diversity.

Berrigan, Lee (Ph.D., Washington University, St. Louis). Accepting Applicants.
Field: Clinical Psychology.
Research Interests: Process and Outcome in Psychotherapy, Psychological Assessment, Personality Development and Change, Clinical and Experimental Aspects of Hypnosis.

Bohon, Lisa (Ph.D., UC Riverside). Accepting Applicants.
Field: Social Psychology.
Research Interests: Evolutionary Psychology, Social Cognition, Mate Selection, Person Perception Accuracy.

Brand, Denys (Ph.D., University of Auckland, New Zealand). Accepting Applicants.
Field: Applied Behavior Analysis.
Research Interests: Performance feedback, performance management, sequential analysis, procedural integrity, three-alternative choice.

Calton, Jeffrey (Ph.D., University of Missouri).
Field: Behavioral Neuroscience.
Ellison, Erin (Ph.D., UC Santa Cruz). **Accepting Applicants.**
Field: Community Psychology.

**Research Interests:** Social-community psychology; Relational empowerment, collective action, transformative justice, youth and community development; Community-university relations; Participatory Action Research, Social Network Analysis.

Flicker, Sharon **Accepting Applicants.**
Field: Clinical Psychology

**Research Interests:** Romantic relationships; Family relationships; Arranged Marriage; Consensual Non-Monogamy; Asexuality; Forgiveness.

Furtak-Nguyen, Sharon (Ph.D., Yale University). **Accepting Applicants.**
Field: Behavioral Neuroscience.

**Research Interests:** Neurobiology of Fear Conditioning, Emotional Learning and Memory, Behavioral Neuroscience

Harrison, Lisa (Ph.D., University of Nebraska). **Accepting Applicants.**
Field: Social Psychology.

**Research Interests:** Conscious and Nonconscious Biases, Stigma and Discrimination, Feminist Psychology, Psychology of Gender.

Heinicke, Megan (Ph.D., Auburn University). **Accepting Applicants.**
Field: Applied Behavior Analysis.


Hurtz, Greg (Ph.D., University at Albany, SUNY). **Accepting Applicants.**
Field: Industrial-Organizational Psychology; Quantitative Psychology.

**Research Interests:** Job Analysis, Test Development for Work-Related Knowledge, Skills, Abilities, Personality Traits, and Interests; Psychological Measurement Models (including Rasch and IRT), Regression-based Models (including SEM and MLM), Monte Carlo Analysis.

Kim–Ju, Greg (Ph.D., Boston College). **Accepting Applicants.**
Field: Cultural Psychology.

**Research Interests:** School- and Community-based Research and Intervention Programs, Collective Identities, Diversity and Perceptions of Race and Ethnicity, Diaspora and Transnationalism, and Civic Engagement.
Knifsend, Casey (Ph.D., UCLA). Field: Developmental Psychology.

Research Interests: Adolescence; Emerging Adulthood; Extracurricular Involvement; After-school Programs; Positive Youth Development; Social Identities; Intergroup Attitudes; Cross-Ethnic Peer Relationships.

McTernan, Melissa (Ph.D., UC Davis). Accepting Applicants.
Field: Quantitative Psychology.

Research Interests: Longitudinal data analysis, mixed-effects modeling, missing data problems, zero-inflated data and two-part modeling; Substantive Interests: health and education outcomes, disparity research, social and political empowerment.

Field: Applied and Quantitative Psychology.

Research Interests: Multivariate Research and Analysis including Structural Equation Modeling in Social, Health, Personality, Interpersonal, Organizational, and Applied areas, Test Validation and Development, Psychometrics, Job Analysis, Selection in Employment Contexts, Survey/Inventory Design, History of Psychology.

Miguel, Caio (Ph.D., Western Michigan University). Accepting Applicants.
Field: Applied Behavior Analysis.


Field: Cognitive Psychology.


Penrod, Becky (Ph.D., University of Nevada, Reno). Accepting Applicants.
Field: Applied Behavior Analysis.

Research Interests: Pediatric Feeding Disorders, Autism Treatment, Behavioral Interventions in Applied Settings, and Parent Training

Qin, Jianjian (J. J.) (Ph.D., UC Davis). Accepting Applications.
Field: Cognitive Psychology.

Research Interests: Eyewitness Memory and Suggestibility, False Memory, Source Monitoring, Relationship between Emotion and Memory.
Strickland, Oriel (Ph.D., Purdue University)
Field: Industrial-Organizational Psychology
Research Interests: Training and Program Evaluation, Stress Management, Leadership Processes, Work Motivation

Wickelgren, Emily (Ph.D., Indiana University).
Field: Sensation and Perception
Preparing for the Program

The majority of students applying to the Sacramento State Psychology master’s program have a B.A. or B.S. in Psychology. Those without a B.A. or B.S. in Psychology must have a solid core of academic undergraduate psychology courses including psychological statistics coursework.

The tables below outline the necessary preparation for both students with a B.A. or B.S. in Psychology and those without. **Applicants without an undergraduate degree in Psychology, or the necessary preparation will be denied without further review.**

Psychology Statistics/Methods Requirement

All applicants must have completed two (2) upper division psychology statistics and methods courses prior to applying to the program. This requirement is met by PSYC 121 and PSYC 102 taken at Sacramento State, or their equivalents at other universities. Course equivalents must have included research methods, in which students have analyzed a dataset and written an APA paper; and descriptive and complex inferential statistics such as factorial ANOVAs, mixed model ANOVAs, ANCOVAs, MANOVAS, planned and unplanned comparisons, factor analysis, and multiple regression. Courses without these elements are not approved. All non-Sacramento State courses must be approved by the Graduate Coordinator.

Applicants without a B.A./B.S. in Psychology

In addition to meeting the upper division psychology statistics and methods requirement, applicants without a B.A. or B.S. in Psychology must also complete the following core foundation in psychology prior to applying. All of the following courses must be completed with at least a C. Courses may be taken at Sacramento State or other regionally accredited university or community college (for lower division only).

**Lower Division Preparation (may be taken at community college)**

- Introductory Psychology (Sac State: PSYC 2)
- Methods of Psychology (Sac State: PSYC 8)
- Statistics for Psychology (Sac State: PSYC 9)

**Upper Division Preparation (must be taken at a 4-year university)**

2 courses from the following

- Perception (Sac State: PSYC 103)
- Learning Theories (Sac State: PSYC 104)
- Cognitive Psychology (Sac State: PSYC 110)
- Intro to Biological Psychology (Sac State: PSYC 111) or Intro to Neuroscience (Sac State: PSYC 115)

3 Courses from the following

- Social Psychology (Sac State: PSYC 145)
- Personality Theories (Sac State: PSYC 130)
- Developmental Psychology (Sac State: PSYC 148, PSYC 149, or PSYC 150).
- Abnormal Psychology (Sac State: PSYC 168)
- History and Systems of Psychology (Sac State: PSYC 190)
- Cultural Diversity (Sac State: PSYC 100, PSYC 135, PSYC 157, or PSYC 160)
Application and Admission

Admission Requirements (All Applicants)

1. **Preferred Cumulative Undergraduate GPA of 3.0.** Applicants with GPAs between 2.5 and 2.99 will be given lower priority.

2. **Graduate Records Examination (GRE).**

3. **Undergraduate degree in Psychology preferred.** Applicants without a B.A. or B.S. in Psychology must have completed the preparation outlined on page 13 before applying to the program.

4. **Psychological Statistics/Methods Coursework Requirement.** Applicants must have completed (2) upper division Psychological statistics/methods courses. Accepted courses are those which include research methods, in which students have analyzed a dataset and written an APA paper; and descriptive and complex inferential statistics such as factorial ANOVAs, mixed model ANOVAs, ANCOVAs, MANOVAS, planned and unplanned comparisons, factor analysis, and multiple regression. The Sacramento State courses that correspond to these statistics/methods courses are PSYC 121 and PSYC 102. Upper division research methods/statistics courses from other four-year universities must be reviewed and approved for equivalency by the Department's Graduate Coordinator.

Application Instructions

Applicants to the Sacramento State Psychology Graduate Program must submit both a University Application and a Departmental Supplemental Application.

University Application

To submit a University Application

1. Complete a CSU System Application via Cal State Apply: https://www2.calstate.edu/apply
2. Send one (1) set of official transcripts from all colleges and universities attended, except Sacramento State. Transcripts should be addressed to:

   **Office of Graduate Studies**
   California State University, Sacramento, River Front Center 215
   6000 J Street
   Sacramento, CA 95819-6112
3. Send one (1) set of official Graduate Records Examination Scores to Sacramento State. Use Institution code 4671 and Department code 2016. **It may take 2-6 weeks for Sacramento State to receive GRE scores, plan accordingly.**

To check the status of a Cal State Apply application and receipt of official transcripts and GRE scores, please contact Graduate Studies at 916-278-6470.

**Departmental Supplemental Application**
Submit the following materials directly to the Psychology Department by January 15, 2019 using the Psychology Graduate Supplemental Application site (available in October 2018).

- Personal Statement
- Specific program option requirements (see below)
- One (1) set of unofficial transcripts from ALL colleges and universities attended, INCLUDING Sacramento State
- One (1) set of unofficial GRE Scores
- Proof of meeting the Psychology Stats/Methods requirement (e.g. course description, syllabus etc.)

**Program Option Application Requirements**
Please carefully review the following information. Applicants are required to submit additional materials based on the option to which they are applying. Failure to submit these additional materials may result in a denied application.

**ABA Option Requirements**
- A personal statement of professional goals and experiences (max 2 double spaced pages). Include information on previous research and practicum experiences, academic training in ABA (if any), and post-graduation professional goals. Applicants should demonstrate that they are committed to studying Behavioral Analysis as a science to understand human behavior.
- Provide a list of faculty within the behavior analysis program with whom you would like to work and why. Research some of the ABA faculty’s academic publications to become familiar with their research interests.
- A resume or Curriculum Vitae (CV). List any behavior analysis classes with grades.
- A minimum of three letters of recommendation (two must be from former professors).
- Indicate whether you will be able to attend a personal interview/program tour on campus, to be held on February 19, 2019. Applicants are asked to RSVP on the Department application. A remote interview option is available.

**General Psychology Option Requirements**
- GRE Writing Results
- A personal statement (max 2 double spaced pages) addressing the area of psychology you
wish to study (e.g., Social, Developmental, Clinical, Biological, Cognitive, Quantitative, etc.) long-range career goals, research experience, as well a ranked list of three Psychology faculty members with whom you would like to work with. Applicants are encouraged to research the interests of the Department faculty to determine if their interests overlap. An applicant’s ranked list of faculty helps to determine if there is space available in the program and to assign them and advisor upon admission.

I-O Psychology Option Requirements

1. A personal statement addressing the following questions (max 3 single spaced pages)
   a. Why are you interested in the field of I-O psychology?
   b. What academic background (e.g., I-O related coursework and/or research experience) do you have that prepared you for a graduate program in I-O psychology?
   c. What work experience (e.g., internship, volunteer work, full or part-time jobs) have you had that prepare you to study I-O psychology?
   d. What area(s) of I-O psychology do you want to study in graduate school, and why? Why are you interested in studying I-O psychology at Sacramento State?

IMPORTANT: Information about Submitting Materials

Department application materials (personal statement, unofficial transcripts and GRE scores, cv/resume, proof of meeting the statistics/methods requirement) should ONLY be uploaded to the Psychology Department Application site, REGARDLESS of what Cal State Apply or the Sacramento State Office of Graduate Studies asks you to do with these materials.

Here’s why:

Cal State Apply

Cal State Apply will ask you to upload these materials; however neither the Office of Graduate Studies nor the Psychology Department will ever receive them. Therefore, applicants who submit these materials via Cal State Apply will be incomplete and automatically denied. When filling out the Cal State Apply application select “I am not adding” application quadrant that asks you to upload a department material, select “I am not adding…”.

Sacramento State Submission Website

Approximately 3 business days after submitting a Cal State Apply application, applicants will receive an email from the Sacramento State Office of Graduate Studies containing their student identification number along with instructions regarding the process to create a SacLink account and a link to the Sacramento State Document Submission website. Create a SacLink account but DO NOT submit any materials to the Document Submission website as it delays submission to the Psychology Department, resulting in a late application.
# Required Documents and Where to Send Them

<table>
<thead>
<tr>
<th>Required Documents</th>
<th>Where to send/upload</th>
<th>Web Address or Direct Mailing Address</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>University Application</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>University Application</td>
<td>Cal State Apply</td>
<td><a href="https://www2.calstate.edu/apply">https://www2.calstate.edu/apply</a></td>
</tr>
</tbody>
</table>
| **Official Transcripts, except Sacramento State** | Send hard copies to the Sacramento State Office of Graduate Studies | California State University, Sacramento Office of Graduate Studies  
River Front Center 215  
6000 J Street  
Sacramento, CA 95819-6112  
(Institution code 4671 and Department code 2016) |
| **Official GRE Scores**                    |                                                           |                                                           |
| Department Application                     | Department Application Website                            | [https://csus.co1.qualtrics.com/jfe/form/SV_24AgJ4VKwThe7rv](https://csus.co1.qualtrics.com/jfe/form/SV_24AgJ4VKwThe7rv) |
| Personal Statement                         | Department Application Website                            | [https://csus.co1.qualtrics.com/jfe/form/SV_0GGCPz0gS2OjsI](https://csus.co1.qualtrics.com/jfe/form/SV_0GGCPz0gS2OjsI) |
| Unofficial Transcripts (including Sac State), and GRE Scores | Department Application Website                            |                                                           |
| Program option requirements                | Department Application Website                            |                                                           |
| Letters of Recommendation                  | Department Letter of Recommendation website              | [https://csus.co1.qualtrics.com/jfe/form/SV_0GGCPz0gS2OjsI](https://csus.co1.qualtrics.com/jfe/form/SV_0GGCPz0gS2OjsI) |
FAQ Application

How do I submit proof of meeting the Psychology Stats/Methods Requirement?
The Department Application will provide you spaces to upload a course description and syllabi. You may request a review of these materials before applying by emailing them to Nicole Scanlan at scanlan@csus.edu.

Do you accept late applications?
The Department of Psychology will only consider applications from students who have submitted their completed departmental application forms by the stated deadline. All required official materials (official transcripts, GRE scores) must be received by the University no later than January 20. Letters of Recommendation must be received by the Department no later than January 20.

How can I check on the status of my application?
Because of the high volume of applications that received by the Department, we are not able to provide status updates to applicants. However, we can provide you information on whether we have received all an applicant’s supplementary materials. You may email Nicole Scanlan at scanlan@csus.edu to ensure your materials have been received.

What is a complete application?
A complete application is one in which the applicant has submitted all materials to the correct offices. DO NOT submit Department Supplemental materials to Cal State Apply or the Sacramento State Document Submission Website.
- Applicants who fail to submit a University Application or any required item will be immediately denied.
- Materials submitted to Cal State Apply are not sent to Sac State; as a result your application will be incomplete. Incomplete applications are denied.
- Materials submitted to the Sacramento State Document Submission Website will be considered late and applicants are given a lower review priority.

I am an international student, how do I submit my application?
International applicants should apply through the International Programs and Global Education department. At the same time submit a separate Department supplemental application via our Psychology Graduate Supplemental Application. This will ensure that the Department can review your supplemental documents while IPGE processes your University application. International applicants should submit their applications to IPGE at least 30 days prior to our application deadline. Also be sure to send transcripts that have been evaluated by World Education Services (WES). Visit https://www.csus.edu/ipge/ for additional information.
Application Evaluation
GPA and GRE scores are only two of the several admission criteria considered in making admission recommendations.

All applications are reviewed in a rigorous multi-stage process.

- All applications are first reviewed for completeness. **Incomplete applications are immediately denied.**

- Complete applications are then reviewed for minimum requirements (e.g. GPA, undergraduate psychology preparation, and undergraduate psychological statistics preparation). **Those not meeting minimum admission requirements are immediately denied.**

- Complete applications that meet the minimum admissions requirements are then reviewed using a standardized z score. The z score is created using equally weighted Cumulative Undergraduate Grade Point Average (GPA) and the GRE general scores (Verbal and Quantitative combined). Then an admissions minimum z score is established by the Department. Applicants falling below the Department z score are denied.

- Applicants who pass this z score review are then forwarded to the respective discipline specific committees for further consideration. Undergraduate GPA, GRE, letters of recommendation, and discipline-specific requirements are reviewed at this second stage. The discipline specific committees make the final acceptance recommendations.

*Application review takes approximately 4-8 weeks after the application deadline. Only complete applications reviewed. **Incomplete applications are immediately denied.***

The following table highlights the average scores for the Department’s Fall 2018 Cohort:

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Average Scores of the incoming Fall 2018 cohort</th>
</tr>
</thead>
<tbody>
<tr>
<td>GPA</td>
<td>3.54</td>
</tr>
<tr>
<td>Verbal GRE</td>
<td>153 (62\textsuperscript{nd} percentile)</td>
</tr>
<tr>
<td>Quantitative GRE</td>
<td>149 (36\textsuperscript{th} percentile)</td>
</tr>
<tr>
<td>Writing GRE</td>
<td>3.85 (3.5 = 43\textsuperscript{nd} percentile)</td>
</tr>
</tbody>
</table>
Notification of Admission
Once final reviews are complete of all applications (usually 4-8 weeks), the Department notifies accepted applicants of their status. Accepted applicants are admitted either as a “conditionally classified” master’s degree student (applicant will be required to take PSYC 102) or as a “classified” master’s degree student (applicant has met all prerequisites). Included in this notification is Department Intent to Enroll request. Applicants must respond to the Department Intent to Enroll request by the deadline indicated in their acceptance letter. Failure to affirm or decline the Department Intent to Enroll will result in a rescindment of the offer of admission. These applicants may reapply in the following year if they choose.

Upon acceptance of the Department Intent to Enroll request, the Department will complete the administrative process on for each application. This generates an official Intent to Enroll request from the University. Applicants must respond to this request within two weeks of the date on the University letter.

Declined Applicants
Declined applicants will receive notification directly from the Office of Graduate Studies. Please note the Department cannot provide information as to why an application was denied. Declined applicants may choose to appeal the decision via the following procedure: