

CLINICAL PSYCHOLOGY HANDBOOK

Texas A&M University

Revised: September, 2009

Information Regarding Requirements for the Doctoral Degree in Clinical Psychology

Overview

The Clinical Psychology Training Program at Texas A&M University is founded on the scientist-practitioner model. Specifically the clinical program strives to fully integrate the range of research, teaching, and applied skills in training doctoral students. This approach views research and applied skills as interwoven rather than as two discrete sets of skills. As a result, successful graduates should have the options of a strong clinical scientist career, such as joining the faculty of a major research university or being a researcher for a government agency, as well as a robust clinician scholar career, such as joining the faculty of a medical school or teaching institution or serving in an administrative role in a service delivery agency.

In Fall 2002, the doctoral training program in clinical psychology streamlined its curriculum as part of a department-wide initiative to facilitate students' flexibility in pursuing research and related professional activities while ensuring exposure to a core foundation in psychological science through required and elective coursework.

The clinical program no longer restricts defined areas of emphasis to general clinical psychology, clinical child psychology, or health psychology. Instead, the clinical training curriculum reflects the program's stance that each student should develop a program of coherent educational and training experiences tailored to his or her specific professional goals, in consultation with the major advisor, doctoral advisory committee and, where appropriate, the clinical program faculty. Example emphases include (but are not restricted to) health psychology, neurobehavioral psychology, child/family psychology, interpersonal processes, quantitative methods, minority/cross-cultural studies, and psychological assessment.

This Clinical Program Handbook provides a summary of curriculum requirements as they relate to the identified core foundation in psychological science. Every clinical doctoral student is expected to complete the core clinical and department curricula to facilitate satisfaction of APA guidelines and state licensure requirements. All students are expected to develop competence in both research and clinical skills in a manner consistent with the program's adherence to a scientist-practitioner model. In addition, every student is expected to acquire competence in the assessment and treatment of emotional and behavioral disorders across the lifespan, although the relative balance of emphasis on adult versus child or adolescent clients may vary.

Requirements regarding the thesis and dissertation research, doctoral qualifying examination, and predoctoral internship are also articulated in this handbook.

Students are responsible for matching their degree plans with the APA, university, departmental, and clinical program requirements, as well as with their career plans and plans for licensure as a psychologist. According to the Association of State and Provincial Psychology Boards (ASPPB), if a substantive content area for a given student's degree transcript is covered in more than a single 3-credit hour course or in a course with a title that is not indicative of that content, supporting documents (e.g., a course syllabus, University course catalog, official course numbers and titles), may be required for licensure or other credentials.

CLINICAL PSYCHOLOGY CURRICULUM

Note: Students are strongly encouraged to consult regularly with the Office of Graduate Studies (OGS) <<http://ogs.tamu.edu/>> and the Department of Psychology Graduate Advisor <gradadv@psyc.tamu.edu> to ensure compliance with University requirements and deadlines to promote timely progress toward completion of degree requirements.

Courses required for the doctoral degree in clinical psychology:^{1,2}

A. Required by the clinical training program:

Assessment (6 hours required; 9 or more recommended)

1. The following are required:

PSYC 623 ²	Assessment I	3 hrs.
PSYC 624 ²	Assessment II	3 hrs.

2. One or more of the following are recommended:

PSYC 627	Individual Testing of Children & Adolescents	3 hrs.
PSYC 641	Principles of Neuropsychology (Alternative: EPSY 621)	3 hrs.
PSYC 689	Special Topics in Psychological Assessment	3 hrs.
SPSY 612	Individual Assessment of Children's Intelligence	3 hrs.
SPSY 617	Diagnosis of Emotionally Disturbed Children	3 hrs.
SPSY 643	Academic Assessment and Intervention	3 hrs.
EPSY 604	Career Assessment and Placement	3 hrs.
EPSY 625	Advanced Behavioral Measurement	3 hrs.

Clinical Interventions (21 hours required; 27 or more recommended)¹

1. The following are each required:

PSYC 608	Introduction to Clinical Ethics and Techniques	3 hrs.
PSYC 613 ² /614	Practicum in Psychology (see additional information on page 7)	12 hrs.
PSYC 637 ²	Clinical Interventions I	3 hrs.
PSYC 638 ²	Clinical Interventions II	3 hrs.

2. Two or more of the following are recommended:

PSYC 616	Treatment of Problem Behavior in Children/Families	3 hrs.
PSYC 617	Analytical Psychology	3 hrs.
PSYC 629	Seminars in Clinical/Community Psychology (topics)	3 hrs.
PSYC 630	Health Psychology and Behavioral Medicine	3 hrs.
PSYC 639	Pediatric Psychology	3 hrs.
PSYC 678	Couples Therapy	3 hrs.
PSYC 689	Special Topics in Clinical Psychology	3 hrs.

(Additional clinical interventions courses are available in the Department of Educational Psychology)

¹ Additional or alternative courses may be optimal for students pursuing specific emphases within the clinical training program. Deviations from required clinical or department courses require approval of the major advisor and Director of Clinical Training in consultation with the clinical faculty and, where appropriate, from the departmental Director of Graduate Studies.

² Titles and course numbers may vary for previous offerings of these courses.

Psychopathology (3 hours required; 6 or more recommended)

1. The following is required:

PSYC 626	Psychopathology	3 hrs.
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2. The following are also recommended:

PSYC 628	Behavior Disorders in Children	3 hrs.
PSYC 649	Seminar in Behavioral Neurosciences	3 hrs.
PSYC 689	Special Topics in Clinical Psychology	3 hrs.

Additional Clinical Area Required Courses (27-30 hours)

1. The following are required:

PSYC 691	Research (or PSYC 685 Directed Studies) ³	22 hrs.
PSYC 677	Clinical Research Seminar (typically during first year)	2 hrs.
PSYC 684	Professional Internship (see additional information on page 9)	3-6 hrs.

³ The Graduate Catalog states that the degree plan for the doctoral degree must carry "... a reasonable amount of 691 (Research)". The Graduate Catalog also states that the degree plan for the Master of Science degree may include a maximum of 8 hrs. of 691 (Research) and 8 hrs. of 685 (Directed Studies) ... but no more than 12 hours of any combination of these.

B. Required by the Department of Psychology:

Statistics and Research Design (6 hours required; 9 or more recommended)

1. The following are required:

PSYC 607	Experimental Psychology	3 hrs.
PSYC 671	Experimental Design for Behavioral Scientists	3 hrs.

2. The following are also recommended:

PSYC 672	Factor Analysis for Behavioral Scientists	3 hrs.
PSYC 689	Advanced Multivariate Statistics (and other Special Topics)	3 hrs.

(Additional statistics and research design courses are available in the Department of Educational Psychology.)

Core/Breadth Courses (9 hours required)⁴

1. One of the following is required:

PSYC 603	Motivation and Cognitive Processes	3 hrs.	
PSYC 606	Learning		3 hrs.

2. The following is required:

PSYC 609	Physiological Psychology	3 hrs.
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3. One of the following is required:

PSYC 610	Organizational Psychology	3 hrs.
PSYC 620	Theories of Social Psychology	3 hrs.

⁴ Students may request substitution of related courses for the courses listed above. Such petitions should be initiated through the student's major advisor and must be approved by the Director of Clinical Training and the Director of Graduate Studies, in consultation with the Director of the program area for which the substitution is being requested.

C. Required by Texas A&M University:

Total hours

A minimum of 32 semester credit hours of approved courses and research are required for the thesis option master of science degree.

A minimum of 96 credit hours beyond the baccalaureate degree or 64 hours beyond the master's degree are required for the doctoral degree.

A minimum of 64 credit hours at Texas A&M are required of students who are admitted with a master's degree from another university. (Completion of clinical program requirements for such students would typically exceed this university requirement.)

D. Additional requirements of the American Psychological Association and/or State Licensing Boards:

Current clinical program and departmental course requirements for the doctoral degree in clinical psychology are designed to meet curriculum guidelines and principles of the American Psychological Association or requirements common to state licensing boards. For example, APA principles urge breadth of knowledge in the science of psychology through graduate study in each of the following four areas: (1) biological bases of human behavior; (2) cognitive-affective bases of human behavior; (3) social bases of human behavior; and (4) individual differences. Completion of the program and departmental core courses will satisfy these guidelines.

The APA also urges instruction in (a) scientific and professional ethics and standards, and (b) gender and minority issues. The clinical program addresses this guideline in a variety of specific ways including required readings and classroom instruction in PSYC 608 (Introduction to Clinical Ethics and Techniques), PSYC 637 and PSYC 638 (Clinical Interventions I and II), PSYC 623 and PSYC 624 (Assessment I and II), PSYC 626 (Psychopathology), and PSYC 613/614 (Practicum and associated clinic case conferences).

The clinical program also offers (a) a PSYC 689 course on Ethics and Professional Issues; and (b) PSYC 633, Gender and Minority Issues in Clinical Psychology. Students are strongly encouraged to enroll in these courses when offered.

The APA also requires that doctoral students in clinical psychology be familiar with the history and systems of psychology. The clinical program pursues satisfaction of this criterion through required readings and classroom instruction in the required clinical and department curricula. In addition, students without prior graduate or undergraduate coursework in History and Systems are encouraged to enroll in the following:

PSYC 619	History and Systems of Psychology	3 hrs.
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Students should develop their degree plans, in consultation with their advisory committee, based on desired career options, APA requirements, and in anticipation of state licensure requirements as a psychologist. Although these requirements vary across U.S. states and Canadian provinces, the Association of State and Provincial Psychology Boards (ASPPB) has developed Form 103 that assists individuals in documenting education, supervised experience, and national examination performance. Based on this ASPPB information, it appears that a minimum of three credit hours for each of the following eight substantive content areas of graduate courses are required by most, if not all, states and provinces: (a) Scientific and Professional Ethics and Standards, (b) Research Design and Methodology, (c) Statistics and Methodology, (d) Biological Bases of Behavior (e.g., physiological psychology, comparative psychology, neuropsychology, sensation and perception, psychopharmacology), (e) Cognitive-Affective Bases of Behavior (e.g., learning, thinking, motivation, emotion), (f) Social Bases of Behavior (e.g., social psychology, group processes, organizational and systems theory), (h) Individual Differences (e.g., personality theory, human development, abnormal psychology), and (i) Supervised Practical Experiences in Rendering Psychological Services (e.g., practica, field work, and internship – all as part of a doctoral program of studies).

A sample model of courses and their sequence for students in the doctoral clinical program is provided on the following page.

Example of PSYC 614 (Interventions) and PSYC 613 (Assessment) Distributed Across Four Years

Revised 4/23/2009

First Year

Fall Semester	credits	Spring Semester	credits	10-week Summer Session	credits
PSYC 614	0	PSYC 614	0	PSYC 614	0
PSYC 613	0	PSYC 613	0	PSYC 613	0
	0		0		0

Second Year

Fall Semester	credits	Spring Semester	credits	10-week Summer Session	credits
PSYC 614	1	PSYC 614	1	PSYC 614	1
PSYC 613	0	PSYC 613	0	PSYC 613	1
	1		1		2

Third Year

Fall Semester	credits	Spring Semester	credits	10-week Summer Session	credits
PSYC 614	1	PSYC 614	1	PSYC 614	1
PSYC 613	1	PSYC 613	1	PSYC 613	1
	2		2		2

Fourth Year

Fall Semester	credits	Spring Semester	credits	Summer Session 1	credits	Summer Session 2	credits
PSYC 614	1	PSYC 614	1	Research (PSYC 691)	3	Research (PSYC 691)	3
PSYC 613	1	PSYC 613	0			<i>or None</i>	0
	2		1				

Fifth Year

Fall Semester	credits	Spring Semester	credits	10-week Summer Session	credits
Professional Internship (PSYC 684)	1-2	Professional Internship (PSYC 684)	1-2	Professional Internship (PSYC 684)	1-2

Students are required to complete 12 credits of PSYC 614 - Clinical Interventions Practicum and/or PSYC 613 - Assessment Practicum on their degree plan before leaving for internship. Typically, 1 credit of PSYC 614 is taken each semester starting the SUMMER of a student's second year in the program. Upon approval of the Assessment Practicum Supervisor, students may add PSYC 613 (or its equivalent) to receive focused practicum training in psychological evaluations. It is also acceptable for a student to take only PSYC 613 credit and no PSYC 614 credit in a given semester if training includes only Assessment Practicum and no therapy/interventions cases are active on a student's caseload. At least 5 of the 12 required credits must include both PSYC 614 and PSYC 613 (e.g., 7 hrs. PSYC 614 and 5 hrs. PSYC 613; or 5 hrs. PSYC 614 and 7 hrs. PSYC 613; or any combination summing to 12 hrs. total between both, with minimum 5 hrs. in either).

Summary of minimum credit hours involved for the doctoral degree:

Course Type	Credits	
	Required	Optional or Recommended
Statistics/Design	6	9+
Department Breadth Courses	9	12+
Psychopathology	3	6+
Assessment	6	9+
Clinical Interventions	9	12+
Practicum (includes Interventions Practicum & Assessment Practicum)	12	13+
Research (includes Clinical Research Seminar & Directed Studies)	24	25+
Electives	24	25+
Professional Internship	3	3
History & Systems	--	3+
Gender & Minority Issues	--	3+
TOTAL	96	120+

Students should inquire with the Office of Graduate Studies < <http://ogs.tamu.edu/>> about the State regulation that the University collect nonresident tuition from all doctoral students who enroll in 100 or more semester credit hours of doctoral course work.

Note: All required clinical courses and department core courses must be passed with a grade of B or better.

E. Notes Regarding Program Deadlines Related to the Thesis and Dissertation:

1. Students failing to propose the master's thesis by September 30th of their second year in the program will be prohibited from assuming clinical responsibilities in the Psychology Clinic until this requirement is met. If a student is completing an outside placement providing funding, they will continue to be expected to enroll for one (1) hour of PSYC 614 (Practicum) for purposes of liability insurance.

2. Students failing to successfully defend the master's thesis by September 30th of their third year in the program will have clinical responsibilities in the Psychology Clinic suspended until this requirement is met. In addition, in subsequent semesters (beginning with Spring semester of the 3rd year) these students will be prohibited from registering for any courses except PSYC 691 (Research) and one (1) hour of PSYC 614 (Practicum) for purposes of liability insurance related to an outside clinical placement providing funding or to resumption of Clinic practicum training. Permission to register for courses other than PSYC 691 and PSYC 614 will be granted effective the first academic semester following completion and defense of the thesis.

3. Students are strongly encouraged to complete the Doctoral Preliminary Examination and dissertation proposal by the end of Spring semester of their third year. Note that the OGS states that the Doctoral Preliminary Examination shall be given no earlier than a date at which the student is within approximately 6 credit hours of completion of the formal course work on the degree plan, not including PSYC 684 (internship) or PSYC 691 (research hours). Upon the recommendation of a student's doctoral committee chair, the Department head may waive this OGS requirement.

Students must carefully attend to OGS requirements regarding filing of the doctoral degree plan and scheduling of the Preliminary Examination. Specifically, OGS will not authorize scheduling the Preliminary Examination unless the completed, fully signed doctoral degree plan has been submitted 90 days prior to the requested date for the Preliminary Examination.

4. Both the Doctoral Preliminary Examination and dissertation proposal must be completed by August 31st for students to be eligible to apply for the predoctoral internship during that Fall semester.

RELATED CLINICAL PROGRAM POLICIES

A. Practicum Requirements

1. Students are required to complete 12 credits of PSYC 614 - Clinical Interventions Practicum and/or PSYC 613 - Assessment Practicum (i.e., previously PSYC 689 - Assessment) on their degree plan before leaving for internship. Typically, 1 credit of PSYC 614 is taken each semester starting the Fall of a student's second year in the program. Upon approval of the Assessment Practicum Supervisor, students may add PSYC 613 (or its equivalent) to receive focused practicum training in psychological evaluations. It is also acceptable for a student to take only PSYC 613 credit and no PSYC 614 credit in a given semester if training includes only Assessment Practicum and no therapy/interventions cases are active on a student's caseload. At least 3 of the 12 required credits must include both PSYC 614 and PSYC 613 (e.g., 9 hrs. of PSYC 614 and 3 hrs. of PSYC 613; or 3 hrs. of 614 and 9 hrs. of 613; or any combination summing to 12 hrs. between these bounds).
2. The Clinical Interventions Practicum caseload expectation for a student taking 1 credit of PSYC 614 is 5 active cases at any given time. The actual contact hours with clients on a student's caseload and other information from Interventions Practicum Supervisors is used to adjust the actual number of active cases a given student is expected to manage. Clinic caseload expectations for students in Assessment Practicum (PSYC 613) is determined by the Assessment Practicum Supervisor, but often is 2 to 4 active evaluation cases at any given time.
3. When a student has completed the 12 hours of PSYC 614 and/or PSYC 613 required on his/her degree plan, she/he may elect to continue with practicum training. Under these circumstances, if a student elects to continue to receive PSYC 614 training, he/she may request a change in caseload expectation to fewer than 5 active cases. This request must be in writing to the Clinic Director and a written endorsement of the request must be received by the student's current Clinic Supervisor and Research Supervisor. Written email requests are acceptable. Alterations in caseload expectations for PSYC 613 are less likely due to the time-demand nature of this training experience. Before or after completion of the required 12 credits of PSYC 614 or PSYC 613, students may also request more than the typical caseload, if such a request is supported by the current Clinic Supervisors and Research Advisor as being conducive to the training goals of that student.
4. For professional liability insurance reasons, any student who plans to have client contact during a given semester must register for a minimum of 1 credit of PSYC 614 or PSYC 613. This includes (a) advanced students who have fulfilled degree requirements for Practicum credit, but continue to see clients in the Clinic, and (b) any student who is working in a department-approved clinical placement, although he/she may not be seeing clients in the Clinic.
5. All services provided through the Clinic are conducted under the direct supervision of the Clinical Psychology Faculty. Each Student Evaluator/Therapist is assigned to a specific Faculty Supervisor, who meets regularly with the Evaluator/Therapist to discuss his/her client caseload. Discussion of clients may occur between Evaluator/Therapist and Supervisor alone or in small groups of Evaluators/Therapists for whom the Supervisor also has responsibility. In addition, Supervisors may use direct observations, audiotaping, and/or videotaping to provide appropriate supervision of Evaluator/Therapists' activities with clients.
6. All students seeing clients in the Clinic and first year students are expected to attend the weekly Practicum Seminar (typically held on Wednesdays 1:00-2:00); other clinical students and faculty are also urged to attend. First year students do NOT register for PSYC 614/PSYC 613, although they are required to attend the Clinical Seminar.

B. The Doctoral Preliminary Examination

Prior to July 1, 2003, the clinical program required completion and oral defense of a Major Area Paper (MAP) (an integrative critical review of the literature in a focused substantive domain) to serve as this program's examination for admitting students to doctoral candidacy. Effective July 1, 2003, the requirement of the MAP was eliminated and replaced with the following policies.

1. Preparing for the Preliminary Examination: OGS will not authorize scheduling the Preliminary Examination unless a doctoral degree plan has been submitted 90 days prior to the requested date for the Preliminary Examination.

Students will prepare a reading list for their Preliminary Examination and distribute this to their committee along with a 2-page summary of their proposed dissertation project no later than six weeks prior to the date of the Preliminary Examination meeting. The members of the committee will have up to two weeks to either approve of the list or suggest additions to the list. This allows students a minimum of four weeks to read the recommended additions and, if necessary, incorporate them into the written portion of the Preliminary Examination/Dissertation Proposal. The final written product (the Dissertation Proposal) must be submitted to committee members no later than two weeks prior to a scheduled oral portion of the Preliminary Examination.

2. Structure of the Preliminary Examination: The Preliminary Examination has written and oral components.

The written component will be the written literature review and proposed methods for the dissertation (i.e., the Dissertation Proposal). The structure of this document is determined by the research advisor, the doctoral committee and any constraints imposed by the graduate school (e.g., page limits).

The oral component will be conducted by the student's graduate training committee. The structure of that meeting should be determined by a particular committee. Typically, approximately the first half of the meeting will be devoted to background and the second half will be devoted to the proposed research project. Students will orally present the background and methods and should work with their advisors to make this presentation concise. Structure beyond this depends on the committee. Questions will come from the student's written proposal, the reading list used to write the proposal and any course work on the student's degree plan. Students should be prepared for general questions, based on their previous course work and academic experiences, and questions more specific to their proposed research project.

At the conclusion of the Preliminary Examination, committee members will first vote on the student having passed (or not) the Preliminary Examination (written and oral components). OGS paperwork states that a positive vote by all members of the graduate committee with at most one dissension is required to pass. If the student passes, each committee member then decides to approve (i.e., sign) or not approve (not sign) the current draft of the Dissertation Proposal. If one or more committee members do not approve the Dissertation Proposal, required changes in the document are then discussed and a plan for corrective steps is outlined for the student.

C. Registration During the Predoctoral Clinical Internship

1. Typically students register for 2 credits of PSYC 684 (Professional Internship) during each of the Fall, Spring, and Summer semesters of the year they complete their clinical internship (total of 6 hrs.). However, a student may register for 1 credit hour of PSYC 684 per semester during the internship year beginning in the first semester after the Final Examination / Dissertation Defense is completed and the final edited version of the dissertation is approved by the doctoral chair and committee. Although a requirement of the Clinical Program, PSYC 684 credit hrs. do not need to be included on the student's doctoral degree plan filed with the Office of Graduate Studies.

2. The Office of Graduate Studies (OGS) requires continuous registration (1 credit per semester) until a student graduates. Hence, after the internship is completed, students who have not successfully completed and defended the dissertation must continue to register for at least 1 credit of PSYC 691 (Research) for each semester. Continued registration of PSYC 691 may be done "*in absentia*" except for the semester in which the Final Examination / Dissertation Defense occurs. Additional clarification regarding these policies should be pursued with the Office of Graduate Studies in consultation with the Department Director of Graduate Studies; in addition, information regarding this and other OGS requirements can be found at <http://ogs.tamu.edu>

D. The Predoctoral Clinical Internship

1. The following policy states the program's requirement of an internship approved by the American Psychological Association:

The clinical psychology program at Texas A&M requires its students to complete an APA-approved internship prior to the awarding of a doctoral degree. By policy, non-APA approved internships will not be accepted as fulfilling this requirement. Exceptions to this will only be granted by a vote of the clinical faculty. Criteria for exceptions will include: (a) clear relevance of unique aspects of the training experience to the student's interests; (b) the student establishes an interest in the non-approved site early in the application process; and (c) the student demonstrates that the proposed site offers unique opportunities which are not available elsewhere.

2. The internship must include a full-time experience for one calendar year, or half-time experience for two years. The minimum hours satisfying the internship requirement is 2,000 hours.

3. Students must enroll for 3 to 6 hours of PSYC 684 - Professional Internship over the course of the 12-month internship. Grades for PSYC 684 will be assigned by the Director of Training based on letters of evaluation from the internship site. Typically, students register for 2 credits of PSYC 684 during each of the Fall, Spring and Summer semesters of the year they complete their clinical internship. However, a student may register for 1 credit of PSYC 684 per semester during the internship year, when her/his Final Examination/Dissertation Defense is completed and the final edited version of his/her dissertation is approved by the doctoral chair and committee. The Director of Clinical Training writes a memo to OGS to clarify that a student on internship should be viewed as a full-time student. After the internship is completed, students who have not completed their Final Examination/Dissertation Defense must register for at least 1 credit of PSYC 691 (may be *in absentia*) for each semester until their Final Examination/Dissertation Defense is completed.

4. The following deadline pertains to application to internship and acceptance of internship offers:

a. Students intending to apply for internship must successfully complete the Doctoral Preliminary Examination and propose the dissertation by August 31st of the year in which they intend to apply.

b. Students are strongly encouraged to complete all data collection for the dissertation prior to the internship. Defense of the dissertation prior to the internship is also encouraged.

E. Student Difficulties and Standards of Professional Conduct

1. General Comments

The clinical training program does not require by policy that doctoral students engage in individual psychotherapy. However, on some occasions individual therapy may be required of students whose clinical effectiveness is viewed by the faculty as being hindered by personal emotional or behavioral difficulties. In addition, the clinical training program strongly supports students who seek out experiences in individual therapy to enhance their understanding of the therapeutic process and promote their own skills as a clinician.

Although provisions for psychotherapy may be included in the insurance benefits available to students on departmental assistantship, not all students may opt for these benefits and, among those who do, eligible providers may not meet the student's specific needs. In an effort to support students' efforts to obtain personal therapy, several members of the clinical and counseling faculty at TAMU have agreed to make one or two therapy "slots" available on a sliding fee basis for students in training. These services are provided under the following conditions:

a. Faculty will not provide services to students in their own training program.

b. Other dual relationships will be avoided. Students should not enter treatment with someone on their master's or doctoral committee, or with someone whom they anticipate having as a course instructor in the future.

c. Fee arrangements will be negotiated between the student and therapist.

Faculty currently participating in this agreement to provide services include the following:

Clinical Psychology Faculty: Drs. Douglas Snyder and Brian Stagner

Counseling Psychology Faculty: Drs. Donna Davenport and Michael Duffy

Students with additional questions or concerns regarding personal therapy should feel free to discuss this issue with the Director of Training.

2. Leaves of Absence

Students who have personal difficulties (e.g., serious illness) that prevent them from participating in the program for a given period of time may request a leave of absence from the program. In most cases, a leave of absence is granted for no more than one year. To obtain a leave of absence, the student must write a letter of petition to the Clinical Faculty through the Director of Clinical Training. Upon approval of the Clinical Faculty, the request is forwarded to the Director of Graduate Studies and Department Head, and then to the Office of Graduate Studies (OGS).

3. Unsatisfactory Progress

Students who are determined by a consensus of the clinical faculty to be making unsatisfactory progress academically, in their research, or in other areas will be informed personally by the Director of Clinical Training as well as in writing as significant problems become visible. Depending on the nature of the difficulties, additional supervised practica, an extended period of time for requirements to be completed, or additional course requirements may be advised, and personal therapy with a professional outside the program may be suggested. Students who continue to experience difficulties may be placed on probation or may be required to take a leave of absence by action of a majority vote of the clinical faculty, until the clinical faculty determine that the student is prepared to resume clinical training activities unencumbered by emotional or behavioral difficulties. Students who continue to exhibit unsatisfactory progress after one year's probation may be dismissed from the program.

4. Impaired Students Policy

A student will not be continued in active status in the program when the competency of the student to perform in the program is or could reasonably be expected to be impaired due to an apparent mental, emotional, physiologic, pharmacologic, or substance abuse condition. If the performance of a student suggests that the student may be impaired, then the clinical faculty may require the student to submit to a psychological and/or physical examination by an appropriate licensed practitioner. In this case, the faculty will provide a choice of practitioners designated by the faculty. In addition, the faculty may require the student to produce, or authorize the faculty to obtain, any and all records relating to the alleged mental and/or physical condition, including that individual's personal psychiatric and psychological records.

If sufficient evidence supports the diagnosis of impairment, the faculty may (a) require the student to take a leave of absence until the student is no longer impaired, or (b) dismiss the student from the program. If the student is required to take a leave of absence, the faculty may further require that the student undertake a rehabilitation program to address the impairment. To determine the student's fitness to re-enter the program, the faculty may require the student to submit to a second examination. If, at any point during the process of evaluation or rehabilitation, the student refuses or fails to comply with this procedure, the student may be dismissed from the program.

5. Compliance with Ethical Standards

Students are required to act in accordance with the American Psychological Association's ethical principles and standards for providers of psychological services, researchers, and academicians. Violations of these principles and standards may constitute grounds for dismissal from the program.

6. Involvement in Delivery of Clinical Services

Students are not permitted to engage in delivery of clinical services other than those arranged under the auspices of the Clinical Program, without prior approval of the Director of Clinical Training. Under no conditions are students permitted to treat clients privately without supervision. Students may provide professional services under the supervision of a qualified mental health professional, given the approval of the Director of Clinical Training in consultation with the clinical program faculty. Students must obtain approval before agreeing to provide services of any kind. Failure to do so may jeopardize the student's standing in the program.

7. Grievance Procedures

In the event that a student has a grievance regarding a departmental policy, departmental personnel, or an action that is taken by the graduate committee or Director of Clinical Training, that student should bring the grievance to the Department Head. The Department Head may then consult an established committee (such as the departmental Grievance committee) regarding the disposition of that grievance. However, these committees are advisory to the Department Head who retains final authority at the departmental level. (See additional information in the Department Graduate Student Handbook.)

Procedures for pursuing grievances beyond the departmental level are outlined in the Texas A&M University Regulations and are described on the university website at <http://student-rules.tamu.edu/>. Although a student may seek clarification and advice regarding grievance procedures from any faculty member, the Office of the Vice President for Student Affairs has staff members trained to help students who have grievances.

F. Integration of Research and Service Delivery Training

Each graduate student is required to join one or more faculty-led research teams during their first year in the program. By doing so, students receive the opportunity to collaborate with team members in developing research questions, designing empirical studies, collecting and analyzing data, writing manuscripts, and presenting results at national and regional conferences. Students also are required to complete a number of research, measurement, and statistics courses by the completion of their second year of study, so that they have the knowledge and skills to participate meaningfully in research activities. By no later than the end of the first Fall semester, students must identify a department faculty member who will serve as their major advisor and masters thesis committee chair.

All incoming students in the Department are required to begin work on a First Year Research Project early in their first semester. The results of that work will be presented the following Fall at a department-wide research colloquium. The goal of this requirement is for students to begin building research and publication skills as quickly as possible. Thus, for many students, this will be a project largely designed by the research advisor, as part of his/her research program. The First Year Research Project is not identical to, but may serve as the foundation for, the master's thesis.

Attendance in the Fall and Spring semesters is required at the biweekly Clinical Research Seminar by all students until they leave campus for their full-time professional internship. Original research, research or grant proposals, and related topics are presented by clinical faculty and students in this biweekly seminar as well as by speakers from outside the department and university. Issues of research design, procurement of subjects, research ethics, the IRB process, preparation for thesis proposal meeting, and other relevant topics are covered via discussion, readings, and presentations.

Practicum (PSYC 614 and PSYC 613) includes a biweekly Practicum Seminar designed to integrate research, coursework, and applied training and weekly supervisory instruction from a faculty supervisor. First-year students, any student who is seeing clients (PSYC 614 or PSYC 613), and faculty currently supervising in the Clinic are required to attend this seminar.

By their second year in the program, students may elect to develop one or two optional specialty emphases for their training. This decision is made in careful consultation with the student's major advisor and advisory committee. Specialty training may be acquired through formal coursework, focused research, and focused practicum experiences, as approved by the student's major advisor and advisory committee. Specialty emphases currently having faculty, coursework and other training experiences to support a student's specialized training include: health psychology, neurobehavioral psychology, child/family psychology, interpersonal processes, quantitative methods, minority/cross-cultural studies, and psychological assessment.

G. Students Admitted to the Clinical Program with Prior Completion of A Research-Based Master's Thesis

Students who have completed a master's degree in psychology – including a research-based thesis – prior to admission to the clinical psychology program at Texas A&M University may request that the prior thesis be evaluated for its potential to satisfy this department's thesis requirement.

1. The student should verify that their status as a post-masters degree student has been confirmed with the Office of Graduate Studies. An official transcript from the university previously awarding the master's degree must be sent directly to the Office of Admissions and Records.
2. The student should discuss with his/her major advisor and the Director of Clinical Training the student's intention to submit their previous master's thesis for approval by this department. The thesis must be data-based and must include a review of the relevant literature; a statement of the research problem and clearly defined hypotheses; a description of the methods including subjects, measures, and procedures; a summary of results with appropriate statistical analyses; and a discussion of findings and their implications.
3. The student should initiate evaluation of the previously completed thesis in a letter accompanying the thesis to the Director of Clinical Training. The Director of Training will identify a faculty committee to review the thesis including: (a) the Director of Clinical Training; (b) the student's major advisor; and (c) at least one other member of the departmental graduate faculty. This committee may act on behalf of the clinical program or, at the discretion of any committee member, may seek additional consultation from other faculty.
4. Approval of the previous master's thesis as satisfying this department's thesis requirements will be conveyed in a letter to the student by the Director of Clinical Training with copies to the student's major advisor and the Director of Graduate Studies.
5. Approval of the previous thesis does not alter course requirements for the doctoral degree, with the exception that the student may elect to apply fewer hours of PSYC 691 (Research) toward the degree (e.g., 6 hours rather than 12).
6. Upon approval of the prior thesis by this department, the student should proceed to identify a doctoral advisory committee and formulate plans for the Preliminary Examination.

ADDITIONAL GRADUATE SCHOOL ISSUES

A. Transfer of Graduate Credits

There are several policies applicable to students having completed graduate work in psychology prior to admission to the clinical psychology program at Texas A&M University:

1. First is a constraint imposed by the Graduate School. A maximum of six (6) credit hours of transfer course work with grades of B or better taken in residence at another accredited university may be considered for transfer credit. These courses can not have been applied toward a previous degree.
2. Second is a constraint imposed by the clinical program. Specifically, all students admitted to the clinical program at Texas A&M are expected to take all of this program's clinical core courses as well as the 12 hours of supervised practica expected of all clinical students.
3. Students seeking transfer of graduate credit hours for nonclinical required courses (e.g., statistics/design, history and systems, learning/cognition) should do the following:
 - a. Discuss with your major advisor and with the Director of Clinical Training your intention to seek transfer of credit hours for the specific course involved.
 - b. Consult with the current faculty member responsible for teaching that graduate course. Be prepared to present your previous text, syllabus, copies of papers and previous exams so the faculty instructor can evaluate whether your previous coursework was comparable to the course offered at Texas A&M.
 - c. If the faculty instructor for the course in this department determines that your prior coursework satisfies the requirements of this department's course, he/she should so indicate in a memorandum copied to the student's major advisor, the Director of Clinical Training, and the Director of Graduate Studies.
 - d. Prior coursework approved for transfer (up to 6 hrs.) should be listed on your degree plan. At the time the degree plan is filed, the Office of Graduate Studies will verify that an official copy of your transcript is on record with the Registrar's Office. Actual credit from the prior coursework toward your degree at Texas A&M will not be "posted" until after the degree plan has been filed and all verifications and approval of prior coursework have been completed.
4. As an alternative to transfer of credit hours, students may request an exemption from enrollment in specific required nonclinical courses. Such an exemption, while not resulting in transfer of credit hours (and not reducing the required 96 hours for the doctoral degree), would free the student to enroll in alternative courses not duplicating previous coursework (e.g., taking an advanced seminar in Psychology of Persuasion in place of the Seminar in Social Psychology). Students seeking such exemptions on the basis of previous graduate coursework should consult with their major advisor and the Director of Clinical Training and should then pursue steps 2 and 3 outlined above.

B. Graduation

Deadline: Graduate degrees are conferred at the close of each regular semester and the summer session. Candidates for advanced degrees who expect to complete their work at the end of a given semester must apply for graduation by submitting the appropriate forms to the Office of Graduate Studies and paying the required fee at the Fiscal Department no later than 90 days prior to the end of the semester or 30 days prior to the end of the summer term.

C. Grades

Graduate students must maintain a minimum grade point ratio (GPR) of 3.00 in all course work. Grades D, F, or U for courses on the degree plan must be absolved by repeating the courses and achieving grades of C or above (or S). (**Note:** All required clinical courses and department core courses must be passed with a grade of B or better.)

D. Full-Time Status and Assistantships/Fellowships

Graduate students must maintain full-time status during any semester or summer term in which they hold an assistantship. A graduate student is considered full-time if he or she is registered for a minimum of 9 semester hours during Fall or Spring semester, 3 semester credit hours during a 10-week Summer semester, or 3 semester credit hours during a 5-week Summer term.

Graduate students on fellowship must register for a minimum of 9 semester hours during Fall or Spring semester, 6 semester hours during a 10-week Summer semester, and 3 semester credit hours during a 5-week Summer term.

Unless specifically excluded by the conditions of the fellowship award, students holding fellowships administered through the Office of Graduate Studies may concurrently hold assistantships requiring service up to 20 hours per week.

Graduate students concurrently holding a fellowship with a one-quarter time assistantship normally have the same registration requirements as students holding one-half time assistantships.

E. Continuous Registration

Students in graduate degree programs requiring a thesis, dissertation, internship, or record of study, who have completed all course work on their degree plans other than 691 (research), 684 (internship), or 692 (professional study) are required to be in continuous registration until all requirements for the degree have been completed. The continuous registration requirement may be satisfied by registering either in absentia or in residence.

Students who qualify for in absentia registration are required to register each subsequent Fall and Spring semester for a minimum of one and maximum of four credit hours of 684, 691, or 692. Students who qualify for in residence registration are required to register each subsequent Fall and Spring semester, and each 10-week Summer session for at least one credit hour.

The registrar's office is occasionally asked to certify full-time enrollment status for purposes such as financial aid, insurance coverage, loan deferments, and so forth. As of Spring, 1995, written approval from the student's dean is required for establishing full-time status while the student is on work-related experience (e.g., internships). Requests from students related to such purposes should be directed through the Director of Clinical Training to the Dean prior to the semester during which such work-related experience occurs.

Students must confirm directly with OGS and the Department of Psychology Graduate Advisor any registration requirements unique to their own situation that may differ from what is described here.

F. Tuition and Required Fees Table (see current edition of the Graduate Catalog)

G. Requirements for the Master of Science Degree (see summary table provided in the current edition of the Graduate Catalog)

1. Student's advisory committee:

The master's student advisory committee will consist of no fewer than three members of the graduate faculty where the chair or co-chair of the committee must be from the student's department and one of the members must be from a department other than the student's major department.

2. Student's degree plan:

The proposed degree plan should be completed, filed, and approved by the Office of Graduate Studies no later than the 12th class day of the Fall/Spring semester (or fourth class day of the 10-week Summer semester) in which the final oral examination or thesis defense will be scheduled.

A minimum of 32 semester credit hours of approved courses and research is required for the thesis option master of science degree.

3. Limitations on the Use of Transfer Courses

A maximum of six credit hours of transfer course work with grades of B or better taken in residence at an institution other than Texas A&M University will be considered for transfer credit.

4. Additional limitations on application of courses toward the master's degree:

- a. A maximum of 12 credit hours of 689 (special topics)
- b. A maximum of 12 credit hours in combination of transfer courses plus 689 (special topics)
- c. A maximum of 8 hours each of 691 (Research) and 685 (Directed Studies) and no more than 12 credit hours in combination of 691 plus 685.

5. Thesis requirement

a. Proposal -- The thesis proposal must be submitted to the Office of Graduate Studies at least 14 weeks prior to the close of the semester or Summer session in which the student expects to receive the degree.

b. Thesis -- The format for the thesis should be consistent with that used on scholarly journals in the candidate's field. The thesis must also comply with format instructions obtained from the TAMU Thesis Office within the Office of Graduate Studies. Details can be found online at: <<http://ogs.tamu.edu/OGS/currentThesisOffice.htm>>. The thesis is submitted electronically with the thesis clerk of the Office of Graduate Studies after approval by the student's advisory committee and the head of the student's major department. Deadline dates are announced by the Office of Graduate Studies each semester.

6. Time Limit

All degree requirements for the master's degree must be completed within a period of seven consecutive years.

7. Final Examination

The candidate must pass a final examination by dates announced by the Office of Graduate School each semester. The final examination covers the thesis and all work taken on the degree plan and at the option of the committee may be written or oral or both. A student shall be given only one opportunity to repeat the final examination for the master's degree and that shall be within a time period that does not extend beyond the end of the next regular semester (Summer terms are excluded).

8. Summary of major steps to fulfill requirements for the master's degree

(see summary table in current edition of the Graduate Catalog or online at: <<http://ogs.tamu.edu>>)

H. Requirements for the Doctor of Philosophy Degree

1. Time Limit

All requirements for the degree must be completed within a period of ten consecutive calendar years. Final corrected copies of the dissertation must be accepted by the thesis clerk no later than one year after the final examination or within the ten year time limit, whichever occurs first.

A minimum of 96 credit hours beyond the baccalaureate degree or 64 hours beyond the master's degree are normally required for the doctoral degree.

2. Student's Advisory Committee

The advisory committee consists of no fewer than four members of the graduate faculty representative of the student's several fields of study and research, where the chair or co-chair must be from the student's department, and one of the members must be from a department other than the student's major department.

(Note: The doctoral advisory committee conducts the Doctoral Preliminary Exam as well as evaluates the proposal and defense of the dissertation. See also information on page 8.)

3. Degree Plan

The degree plan constitutes the basic requirements for the degree. It must be filed with the Office of Graduate Studies no later than 90 days prior to the Preliminary Examination.

4. Admission to Candidacy

To be admitted to candidacy for a doctoral degree, a student must have (1) satisfied the residency requirements, (2) passed the Preliminary Examination, (3) completed all formal course work, and (4) filed with the Office of Graduate Studies the approved dissertation proposal.

5. Summary of major steps to fulfill requirements for the doctoral degree (see summary table in current edition of the Graduate Catalog or online at: <http://ogs.tamu.edu>).

6. Format and Filing of the Dissertation

Similar to the master's thesis, the format for the dissertation should be consistent with that used on scholarly journals in the candidate's field. The dissertation must also comply with format instructions obtained from the TAMU Thesis Office within the Office of Graduate Studies. Details can be found online at <http://ogs.tamu.edu/OGS/currentThesisOffice.htm>. The dissertation is submitted electronically with the thesis clerk of the Office of Graduate Studies after approval by the student's advisory committee and the head of the student's major department. Deadline dates are announced by the Office of Graduate Studies each semester.