

EDC 299 SPECIAL PROBLEMS IN COUNSELOR EDUCATION

FALL 2011 & SPRING 2012

DEPARTMENT OF COUNSELOR EDUCATION

CALIFORNIA STATE UNIVERSITY

 Instructor-of-Record: Dr. Susan Wycoff, NCC	 Alpine Hall 125	 wycoffs@csus.edu
ONLINE COURSE MATERIALS: http://edweb.csus.edu/edc/class%5Fdownloads/		

COURSE DESCRIPTION

EDC 299. Special Problems allows EDC students to work on individual projects with a selected faculty member at the graduate level. It is designed especially for graduate students capable of independent study. Requisite: Admission to this course is by approval of the faculty with whom the student will be working directly, and secondarily with the EDC Department Chairperson.

COURSE OBJECTIVE

- Students will gain an understanding of a particular aspect of the counseling profession by completing an individual project under the guidance of a selected faculty member.

ASSIGNMENT & GRADING

- Students will complete and submit the EDC 299 Petition outlining the agreed upon “special problems” work to be completed during the selected semester. An original hardcopy of this contract must be signed by the student and their selected faculty member and is due to the Instructor-of-Record (Dr. Wycoff) no later than the due date listed below. Petitions will be placed on file in the Department office.
- Students enrolled in EDC 299 will earn a grade of Credit/No Credit (1-3 units/1 unit = 15 hours, etc.). Credit will be granted for satisfactory completion of the agreed upon requirements outlined in the EDC 299 Petition and Final Submission Form (pages 2-3 of this syllabus).
- The Instructor-of-Record reserves the right to assign a No Credit grade to students who fail to submit their special problems assignment/final submission form by the respective deadlines listed below.

MANDATORY DUE DATES

FALL 2011	SPRING 2012
EDC 299 PETITION Must be completed and signed (page 2) by you and your selected faculty member. DUE NO LATER THAN 5:00pm September 9, 2011 – Eureka Hall 414	EDC 299 PETITION Must be completed and signed (page 2) by you and your selected faculty member. DUE NO LATER THAN 5:00pm February 3, 2012 – Eureka Hall 414
EDC 299 FINAL SUBMISSION FORM - your “Special Problem” work must be completed and submitted with the attached submission cover sheet (page 3) DUE to your SELECTED FACULTY member NO LATER THAN December 9, 2011 at 5:00pm.	EDC 299 FINAL SUBMISSION FORM - your “Special Problem” work must be completed and submitted with the attached submission cover sheet (page 3) DUE to your SELECTED FACULTY member NO LATER THAN May 11, 2012 at 5:00pm.
SELECTED FACULTY MEMBER Please email Dr. Wycoff (wycoffs@csus.edu) with the student’s final course grade (credit/no credit) no later than December 15, 2011.	SELECTED FACULTY MEMBER Please email Dr. Wycoff (wycoffs@csus.edu) with the student’s final course grade (credit/no credit) no later than May 17, 2012.

STUDENT RESPONSIBILITIES

1. You are responsible for being familiar with the University Policy Manual’s Student Rights and Responsibilities, located at <http://www.csus.edu/umannual/student/UMS16500.htm> You will be expected to do graduate level work that includes completing the agreed upon assignment by the due date at the end of the semester.
2. Per University policy and procedures, all students are responsible for understanding the rules that preserve academic honesty and abiding by them at all times. This includes earning and following the particular rules associated with specific classes, exams, and course assignments. To learn more, go to www.csus.edu/umannual/student/UMA00150.htm for the CSUS Academic Honesty Policy and Procedures.

EDC 299 SPECIAL PROBLEMS FINAL SUBMISSION FORM

DEPARTMENT OF COUNSELOR EDUCATION CALIFORNIA STATE UNIVERSITY

CHECK SEMESTER: FALL 2011 SPRING 2012

DATE: _____

STUDENT NAME	PHONE CONTACT	
SID	EMAIL	
SPECIAL PROBLEM	SELECTED FACULTY	UNITS
STUDENT →	Below, you are to outline the details of your completed special problems work. Be sure to attach any documentation/verification of seminar/workshop attendance.	
SELECTED FACULTY MEMBER →	Please email Dr. Wycoff (wycoffs@csus.edu) with the student's final course grade (credit/no credit) no later than December 15 for Fall 2011 –and-- May 17 for Spring 2012.	

PLEASE USE OTHER SIDE IF NECESSARY