

# MountMary

COLLEGE

## Master of Science Art Therapy

### GRADUATE PROGRAM APPLICATION PROCEDURE



Please keep these instructions for reference. Submit materials to: The Office for Graduate and Continuing Education, Mount Mary College, 2900 N. Menomonee River Parkway, Milwaukee, WI 53222-4597.

#### Application process overview:

- ✓ Apply online
- ✓ Submit the following:
  - Application fee
  - All official transcripts
  - Letters of recommendation
  - Portfolio
  - Career goal statement
  - Sample of academic paper
- ✓ Interview with Dr. Bruce Moon, Program Director

#### When to Apply

Applications for the Master of Science in Art Therapy are reviewed twice a year for enrollment in the fall term. There is a limit of 30 students accepted each year into the program.

- For early admission, the deadline is October 31.
- For open admission, the deadline is February 28.

Fifteen students will be accepted for early admission and fifteen students will be accepted for open admission.

Early admission students will be notified of their status in early December. Students who applied for early admission and did not get in will automatically be included in the open admission process. Open admission students will be notified of their status in early April.

#### International Applicants

International students wishing to enroll at Mount Mary College should contact the Office for Graduate Education either via email at [mmc-gradinfo@mtmary.edu](mailto:mmc-gradinfo@mtmary.edu) or via phone at 414-256-1252 for specific application requirements. The application fee for international students is \$100.

#### Complete Instructions for Application Submissions

The following materials must be submitted to the Office for Graduate Education in order to apply for the Master of Science in Art Therapy Program at Mount Mary College.

1. Complete the online application available at <https://my.mtmary.edu/ICS/Admissions/>. Should you need or prefer a paper application, please call (414) 256-1252 or send an email to [mmc-gradinfo@mtmary.edu](mailto:mmc-gradinfo@mtmary.edu).
2. Pay the non-refundable application fee of \$45/\$100 for international students online by credit card (American Express, Discover, or MasterCard) or E-Check. Application fee is waived for Mount Mary College alumnae. Please enter MMCALUM.
3. Arrange to have official transcripts detailing previous academic study from all universities or colleges attended, embossed with the school seal, to be sent directly from the issuing institution to the Office for Graduate Education at Mount Mary College. Applicants with course work in progress toward the fulfillment of a degree are required to submit an official final transcript verifying receipt of their degree after completing the course work. Applicants who previously

attended Mount Mary College need not request Mount Mary transcripts but should furnish transcripts from other schools, if applicable.

4. Submit three letters of recommendation from a reference person indicating potential for graduate study. Details regarding this step in the application process can be found online at [http://www.mtmary.edu/arttherapygrad\\_gradapp.htm](http://www.mtmary.edu/arttherapygrad_gradapp.htm).
5. Submit a portfolio of 15-20 images on CD in at least three studio areas confirming a range of media competence and creativity, to include work in two-dimensions, three dimensions, and color.
6. Write and submit a Career Goal Statement specifying your professional skills, your reason for doing professional training in art therapy, and past experiences contributing to your decision to pursue this course of study.
7. Provide a sample of written academic work. Please submit at least one academic paper for review. A paper in art therapy or a related area such as psychology or education is acceptable.
8. Once all application materials have been submitted, applicants will be contacted by the Program to schedule an interview. Final admission decisions are made following the completion of the interview and the application process.

### **Transferring Credits**

For prior credit to be considered for transfer, official graduate transcripts must be submitted. Transcripts submitted after admission will not be considered for transfer of prior credit.

### **Enrolling in Courses**

Students may enroll in coursework prior to being officially accepted into a graduate program. Please visit Mount Mary's online course listing at [https://my.mtmary.edu/ICS/Course\\_Search.jnz](https://my.mtmary.edu/ICS/Course_Search.jnz) to explore the course offerings.

The screenshot shows the 'Campus Information Center My Mount Mary' website. At the top, there is a navigation bar with 'Home', 'Admissions', and 'Site Help' buttons. Below this is a search bar with 'User ID:' and 'Password:' fields, a 'Login' button, and a link for 'I forgot my password'. The main content area is titled 'Course Search' and includes a 'Course Schedules' section with a magnifying glass icon and a 'Course Search' button. Below that is an 'Instructions' section titled 'Course Search Instructions' with the following text: 'Please click the "Course Search" button to begin. When doing a search, be sure to click the "S... Be careful when selecting the term you are interested in enrolling in. Courses with a section number beginning with A, B or M are restricted to accelerated or Midtov Courses with course numbers greater than 500 are restricted to graduate students.'

**Campus Information Center**  
**My Mount Mary**

User ID:  Password:  Login [I forgot my password](#)

Home Admissions Site Help

You are here: Course Search

**Main Page**

- Course Search
  - Course Schedules
  - Instructions
  - Handouts
- Home

**Quick Links**

- [Educator](#)
- [MMC Bookstore](#)
- [MMC Dining Services](#)
- [MMC Library](#)
- [Mount Mary Home Page](#)
- [Switch](#)
- [Web Mail](#)

**Course Search**


**Course Schedules**

 [Course Search](#)

**Instructions**

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### **Contact Information**

Please contact the helpful staff of the Office for Graduate Education at Mount Mary College with questions regarding the application process -

[mmc-gradinfo@mtmary.edu](mailto:mmc-gradinfo@mtmary.edu)

(414) 256-1252

2900 N. Menomonee River Parkway, Milwaukee, Wisconsin 53222

[www.mtmary.edu/graduate.htm](http://www.mtmary.edu/graduate.htm)

Please contact the Program Director for the Master of Science in Art Therapy with specific questions about the program –  
Bruce Moon, Ph.D., A.T.R. – BC

[moonb@mtmary.edu](mailto:moonb@mtmary.edu)

(414) 258-4810, ext. 302

[http://www.mtmary.edu/faculty\\_moon.html](http://www.mtmary.edu/faculty_moon.html)