

St. Francis College
**GRADUATE SCHOOL
AND CAREER
HANDBOOK**



by

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Facts about the Psychology Department at St. Francis College

- **Each year, more than 230 students major in Psychology at SFC making it one of the most popular majors on campus.**
- **The Psychology Club and the Psi-Chi Honor Society chapter are highly active and a great way to have fun and make new friends. In 2007-2008, the Club was presented with the Club of the Year Award at the annual SGA Student Awards Gala and an award for Outstanding Contributions to Campus Life and Student Development in 2011-2012. To become involved in Psychology Club or Psi-Chi activities contact Faith Carbonaro (President, Psi Chi) at fcarbonaro@sfc.edu, or Jeannette Raymond (President, Psychology Club) at jraymond@sfc.edu or Dr. Kristy Biolsi at kbiolsi@sfc.edu.**
- **Numerous psychology majors have presented papers and posters at conferences.. They have won many awards for their research at local and regional psychology conferences. Recently, a group of psychology students won the award for Best Undergraduate Poster at the 16th Annual Psychology Conference at Pace University, and in 2009 Jonathan Palumbo received the Tony D. Guzewicz Award for outstanding cross-cultural research. Many SFC students have gone on to graduate school in Clinical, Counseling, School, Mental Health, and Industrial Organizational Psychology, Law School, and Education. Graduate schools include Teachers College Columbia University, New York University, Fordham University, St. Johns University, University of Reading, UK, Graduate Center CUNY, Hofstra University, Lehigh University, Nova University, Regent University, Brooklyn College, and many others. Our students report feeling very well-prepared, and are excelling in their classes.**
- **A number of psychology students have graduated from the college as class valedictorians including, most recently, Jessica Verderame (2008) and Jonathan Palumbo (2010).**
- **Full-time faculty members include Drs. Steven Anolik (Ph.D., Ohio State University), Kristy Biolsi (Ph.D., University of California-Santa Cruz), Marisa Cohen (Ph.D., City University of New York), Renée Goodstein (Ph.D., Fordham University), Jennifer Lancaster (Chair, Ph.D., Hofstra University), Sunghun Kim (Ph.D., University of Texas at Austin), and Karen Wilson (Ph.D., St. Louis University). Chairpersons of the Department have included Drs. Louis Primavera (1971-1978), Uwe P. Gielen (1980-1990), Steven Anolik (1990-2010), Michele Hirsch (2010-2011), and Jennifer Lancaster (present).**
- **The SFC Student Government has selected three psychology professors as “Faculty Member of the Year.” Four psychology faculty members and three students have received The Franciscan Spirit Award. Three faculty members have been inducted into the Duns Scotus Honor Society, and two faculty members have won the Club Moderator of the Year Award. Members of the Department have received numerous additional awards at the local, national, and international level. They have also served in leadership positions of national and international professional organizations.**

- *The Institute for International and Cross-Cultural Psychology (IICCP), whose Director is Dr. Gielen, is internationally known for its leadership in sponsoring international psychology literature, innovative curriculum development, and cross-culturally oriented events at SFC.*
- *You can download free of charge the “SFC Psychology Handbook” from www.iiccp.freeservers.com (see Ebooks). This is one of the best handbooks of its type in the country.*

Part One – Graduate School

1. Graduate School

Getting into a graduate program in psychology can seem like an overwhelming process, but if you take the time to research and prepare, the process it will be much easier. Let's go over some of the basics....

Degrees in Psychology

After you complete your studies at St. Francis College you may want to consider further education in the form of a graduate degree. Graduate degrees in psychology include the M.A., M.S., Ph.D., and Psy.D.

A Doctorate degree (Ph.D.) is required for the independent practice of psychology and for college and university full-time teaching jobs. A Master's degree can be suitable training for many company positions and for clinical or counseling positions in settings in which you are supervised by a psychologist with a Ph.D., or a psychiatrist.

It typically takes at least four years to get a Ph.D. Ph.D.'s in clinical or counseling psychology will require an extra year of internships. The Psy.D. is designed to prepare students to work as professional psychologists in private practice. The programs are more experiential and less research oriented.

Some universities only have Master's programs that typically take two years to complete. While admission to a Master's program is much less competitive than admission to a Ph.D. program, career opportunities are more limited. Basically, the decision on which program to choose is largely dependent on your career goals, personal desires and qualifications. Therefore, it will need to be your priority to closely investigate as many programs as possible in order to find the right fit.

Types of Graduate Programs in Psychology

The umbrella of Psychology has many different fields beneath it. For instance, some of the programs include: clinical, counseling, cognitive, school, social, developmental, experimental, biopsychology, and industrial-organizational. In addition, there are programs in sports psychology and psychology and law just to name a few. (In some cases students may wish to consider Master's Degree programs in Social Work.)

In order to get an idea which schools offer these various programs you should look through the *Graduate Study in Psychology* book (put out by the APA). The Psychology Department also has various handouts on graduate schools that should help you out as well. In addition, you can check out how the schools rank by viewing the rankings put forth by the *U.S. News and World Report* on www.usnews.com/usnews/edu/beyond/bcrank.htm. This website also gives you a database for scholarship searches. Also, think about possibly visiting the schools.

Application Process

After you have chosen which programs appeal to you the next step is to contact your prospective schools and order their application packets, catalogs, and financial aid information.

You can then move on to the application process. Tip: Many programs will require that you have taken specific undergraduate courses in psychology. Check the *Graduate Study in Psychology* book, which will list the requirements for each program.

Furthermore, it is a wise decision to back up your knowledge in the particular program you wish to attend by using your electives in a smart way. For instance, if you plan on going into an Organizational Psychology program take some business courses or if you are going into a Forensic Psychology program take some criminal justice electives possibly culminating them into a minor.

Ultimately, each of the application packets you put together for your prospective schools should include the following*

1. The application form
2. A copy of your academic résumé
3. A copy of your personal statement
4. An official copy of your transcripts (sealed) & a copy of your GRE scores (in addition to the ones already sent by the testing center)
5. Letters of reference
6. A check for application fees

*Programs may require more or less in the application packet so always be sure to double check.

The financial aid information sent by your program will give you details about filing for financial aid and the steps in doing so. However, some advice would be to pay attention to the financial aid deadlines, to photocopy all your forms leaving copies for yourself, and to make sure to follow all the special instructions provided to ensure you make NO mistakes.

Tips: -Be neat and use regular fonts.

-If possible go see the potential school and speak to the faculty and students to get more insight on the school.

-Apply to as many schools as you can in order to maximize the possibility of getting in.

Let's go over the contents of your application package-

Application Form

-Is provided by the school and comes in the application package they send you upon request

-When filling out use black ink

-Photocopy the form in case you mess up

-Once filled out, photocopy again leaving one for your records

Academic Résumé

An academic résumé should usually be added along with your application in order to enhance the application. Your résumé can provide the programs' selection committee with information not possible to express through the actual application form.

Your academic résumé should be used for two different reasons. First of all, you should prepare it before you ask professors for recommendation letters and give it to them along with your other materials. This is important because your résumé can jog the memory of the person writing your recommendations, therefore allowing them to create a better supporting letter, which praises your abilities and achievements.

The second way to use your academic résumé is by attaching it to your application packet. The résumé will provide a quick reference of your abilities for the selection committees.

Creating the résumé -

When creating your academic résumé be sure to take the time to list everything that you have been involved in since the beginning of your college career. For instance, include such things as education, G.P.A., GRE scores (if strong), Dean's list, honors, research experience, papers and posters presented at conferences, professional and academic affiliations, and work experience. Be sure to especially emphasize skills used in jobs at offices held that could be pertinent to your academic success within the program. If you need help preparing your resume you can always stop by the Psychology Department (Room 7204) or the Career Development Center (Room 2309), where you will find individuals ready to help you!

Personal Statement

Your personal statement is a vital part of your application packet as statements tend to be weighted heavily in the selection process. Therefore, it is of utmost importance that you take the time and make the effort in preparing the best essay you can.

Don't get too anxious because this is the part of the application process where you can express yourself and show the selection committee that you are enthusiastic about their program. A compelling statement may even make the committee overlook some of your weak points; therefore much effort is needed here.

When writing your personal statement always remember to follow the guidelines provided by the selection committee, on which point out what your essay should touch on. Usually, there are specifications on both the length and content. The length is typically set at no more than two pages double-spaced and content varies depending on the program you are applying for. Generally, most schools will give you some specific topics to cover in your statement such as long-term career goals, autobiographical information, areas of interest in psychology, and most importantly person-program fit. A good fit would suggest to the school that you might be expected to be successful in their program. Since most programs will have similar topics it may be a good idea to write out a generic statement and then tailor it to the particular program.

Finally, when you begin writing remember to highlight your attributes while at the same time unleashing some of your creativity within the parameters established by the program guidelines.

As a final point, when you have completed your statement thoroughly proofread it yourself and then ask someone like a psychology professor to proofread it too!

Letters of Recommendation

Graduate programs will require you to provide letters of recommendation with your application. These letters are very important since the selection committee will be using them to see if others feel that you indeed have the abilities to study at the graduate level. Since this is the case, you must choose individuals that know you well and are aware of your abilities in order to ensure a representative letter.

Whom should I ask for a letter?

Individuals to consider asking for a letter are the professors in your major, other professors, professionals with whom you have worked with (volunteer/internship) particularly related to your graduate field (i.e., If you are going into a Counseling Psychology program and you worked in a counseling center ask your supervisor for a letter) and other employers.

What are the steps in attaining a letter of reference?

The first step in obtaining these letters is to find the section in your application where they ask you whether you wish to waive your right to read the letters. It is a wise idea to waive your right to read the letters because it shows the selection committee that you are confident in the letters written on your behalf.

The second step is to prepare yourself by making yourself a list of the following things to do.

1. Photocopy several recommendation letter forms found in your application packet.
2. Create a list of the names of schools and program name (i.e., MA- School Psychology), when the letters are due from each program (earliest to latest deadline), and whether professors, etc. are to mail the letter directly to the school or hand it to you*

*Some programs require that the writer send the letter directly to them. In this case, you should provide the writer with self-addressed, postage paid envelopes for each letter that needs to be sent. If this is not the case then have the writer seal the envelope the letter is in (since you waived your right) and hand it to you for mailing.

3. Include your academic résumé in order to aid the writer in creating your letter. If the writer is a professor with whom you have had one or more classes it is a good idea to include a list of the particular class(es) you have taken with them and the grade(s) received.
4. Place everything in a folder to ensure the writer places everything in one package

Now that you have everything together it is time to actually ask for the letters.

Approach the writers of your recommendation letters at least 3-4 weeks before you need the letter. The best way to ask for your letter is to drop by during office hours or to make an appointment to discuss the letter so that you can personally drop off your folder.

Once they agree do not forget to follow up with the writers about the upcoming deadline at least 1 week prior. This following up will also show that you are a responsible individual.

Transcript and GRE Scores

Transcripts

In order to make sure that you have your official transcripts in your hand when it comes time to send your application you will have to visit the Registrar's Office at least 2 weeks prior to sending the application. Once at the Registrar's Office you will need to fill out a form requesting an official transcript. Make sure to tell them that you would like it sealed and that you would like to pick it up, unless your prospective program wants them sent directly to them. Official transcripts cost a few dollars so you will have to pay for them at the Office of Student Accounts and then come back to the Registrar's Office with the receipt. All you need to do now is pick them up.

GRE scores

As far as your GRE scores are concerned they are sent out as soon as you take them but it is a good idea to call the program to make sure they received them. You may also want to send a copy of them along with the rest of your application packet so that everything is in one folder

Application Fees

Whatever you do don't forget to include in your application packet a check for the application fee! Without this check the school will not process your application.

Now that your applications are sent, you can follow-up to make sure everything was received and then await your replies.

Additionally

Some schools require you to submit a paper you wrote while an undergraduate. Keep any psychology papers in which you received an "A" grade. You may also want to keep papers from a few other non-psychology courses. Some *counseling* programs also like for you to not only have some experience in the counseling field via an internship but to also submit a video of you counseling someone (a friend) in a hypothetical situation.

Graduate School Workshop

If all of this seems a bit overwhelming you can always feel free to ask a psychology faculty member for more information and also be on the lookout for the Psychology Department's annual Graduate School Workshop headed by Dr. Hirsch. Any student interested in pursuing a graduate career in psychology should plan on attending.

2. GRE General Exam

Many graduate schools will require you to take the Graduate Record Exam (GRE). That's right! It's the SAT's all over again - but on a much larger scale. The General Test is composed of three parts: verbal, quantitative, and analytical writing, each of which yields a separate score.

Further information on the GRE's like test content/descriptions, scored sample essays, testing centers, etc. is available on the GRE official website www.gre.org! It is without doubt a website you should visit.

How Do Graduate Schools View the GRE's?

Some programs consider the GRE more important than others. Some programs give all 3 scores equal consideration; others focus on 2 or 3 scores, and some masters degree programs do not even require the GRE. Usually, programs set some sort of cut-off score as far as even viewing your application. This cut-off number can often be found in the school's application brochure or in *Graduate Study in Psychology* a publication put out by the American Psychological Association annually. The best thing to do is to find out ahead of time how your desired program views the GRE's. Although it looks great to have 3 high scores, you may need to put more effort and study time into the programs' emphasized sections.

Studying/Preparation

It is *very* unwise to take the GRE's without preparing. To ensure that you score as high as possible you may choose different study options. For instance, you may opt to take preparatory courses like Kaplan or Princeton Review, which can be rather expensive. Also, bookstores sell manuals that describe strategies and provide practice tests. (Hint—These practice tests should be done under timed conditions in order to simulate a real testing atmosphere.)

In addition, it is a very good idea to start preparing as early as possible. For example, early in your undergraduate career you should (if you do not already) start reading articles in

reputable newspapers like the *New York Times* and the *Wall Street Journal*. This will prove helpful in the reading comprehension section of the GRE. Another good tip is to register yourself for free at www.doctordictionary.com, which will send you a new vocabulary word to your e-mail account on a daily basis. This will keep you up on your vocabulary, which means another plus for the GRE!

Finally, the wisest move no matter how you decide to study is that you develop a systematic plan that will allow you to brush up on your skills in analogies, algebra, geometry, vocabulary, etc. Don't even think that you can "cram" in these areas the week before the exam. This test requires a lot more time and effort if you are serious about doing well.

3. GRE Subject Test in Psychology

The Subject test determines whether or not you have the foundational knowledge you'll need to work in your field at the graduate level. The Psychology GRE, which is in multiple-choice format, measures your knowledge of psychological concepts. The questions themselves involve either direct recall of information, or interpretation of information presented to you. The duration of the exam is approx. 2 hours and 50 minutes, with no timed sections.

Some of the areas covered on the exam are as follows:

- Physiological and Comparative Psychology
- Sensation and perception
- Developmental psychology
- Learning and motivation
- Cognition and human learning
- Abnormal psychology
- Clinical psychology
- Theories of personality
- Social psychology
- Applied psychology
- Methodology (statistics)

Most programs will either require or "suggest" that you take the subject (Psychology) GRE. Check with the schools to which you are applying in case they have a cut-off score you need to aspire to.

Studying

In order to do well on the Psychology GRE you need to have a strong background in Psychology. Therefore, to prepare for this exam you can do several things. To start, you should take out some of your psychology textbooks, especially your General Psychology and your History and Systems texts, and start reading!

Another good idea might be to photocopy the glossaries of textbooks from all the different areas of psychology (developmental, abnormal, statistics, psychology of learning, etc.). You can construct a big notebook of all these terms for easy memorizing.

Furthermore, if you still have your notebooks from your psychology classes, it wouldn't hurt to browse through them as well. Pay close attention to the names of all those researchers who did all those famous experiments because they are often good test questions!

In addition, you should purchase one of the “GRE Psychology” study guides in order to run through the practice tests.

Basically, the Psychology GRE preparation is up to you, but there will be a great deal of memorization either way. Therefore, make sure to develop a systematic way of studying to maximize effectiveness.

To find out further information on the test itself, registering to take it, and testing dates, visit www.gre.org and click on Subject tests. When you register for the test they will send you a free Subject Test Practice Book that describes the test in detail or you may download it online. The book includes test-taking strategies, content information, sample tests with answers, and scoring information. It is definitely worth getting.

4. The Graduate School Interview

Although not all programs require interviews, the on-campus visit can help you strengthen your candidacy. In addition, the campus interview will provide you with a better understanding of the program and help you assess your interest in the university. An interview can be extremely beneficial in your decision-making process. If the university does not require an interview, you should request one. Keep in mind that some schools will interview only selected candidates; if this is the case, you should arrange a "campus visit" during which you can tour the campus, evaluate the facilities, and talk with faculty and students.

Prepare for graduate school interviews as you would for an employment interview (see previous section on interviewing skills). Research the programs; polish your interviewing skills; and be prepared to discuss your strengths, weaknesses, goals, and educational achievements. Be sure that you are familiar with the faculty's research and publications. When interviewing with faculty, discuss how your interests, goals, and skills are compatible with the program.

Thorough research and on-campus interviews may seem costly in terms of time and money. However, your decision to attend graduate school is an important one that should not be taken lightly. You will be investing more money into your education and foregoing several years of income if you choose to attend a graduate program. Compare the cost of campus visits to this investment and you will soon realize that it is a small price to pay for a decision that will have a lasting influence on your professional and personal life.

Tips for Graduate School Interviews

- Arrange interviews or on-campus visits early in your senior year; this strategy will help you to evaluate and perhaps redefine your interests. (If you are interested in medical school, you may want to visit the campus during your junior year.) To arrange a campus visit, write a letter to the director of the program stating that you will be in the area during a specific time frame and would appreciate the opportunity to meet and discuss the program. Follow up by telephone about two weeks after mailing your letter to confirm a campus visit, if agreeable to the school. Make sure all correspondence is handled in a professional manner.
- Prepare for the interview. Research the university, the program, the faculty, and the research currently being conducted. Be able to answer standard questions such as those listed on the next page of this guide and demonstrate how the program will help you attain your academic and professional goals. Be able to discuss the strengths you would bring to the program. It is appropriate to inquire about scholarships, assistantships, and financial aid.

- Try to arrange a meeting with current graduate students in the department. This is a great way to get information about how students view the program. Inquire about student satisfaction, availability of faculty, academic challenges, and strengths and weaknesses of the program.
- Always follow up with thank-you letters to everyone you met, expressing continued interest in the program and thanking them for their time.

Graduate School Interview Questions

1. Tell me about yourself.
2. Why did you choose to attend this university? What attracts you to our program?
3. Why did you choose your academic major?
4. How would you describe the academic climate at this university?
5. What are your short- and long-term career goals? As a psychologist?
6. Why do you want to be a psychologist? What qualifications do you have that will make you a successful psychologist?
7. What subjects did you enjoy most in college? What did you enjoy least? Why?
8. Why did you choose to apply to this institution?
9. What activities, aside from classroom studies, have you participated in?
10. Why weren't your grades better?
11. What have you accomplished in the past that demonstrates your interests and commitment to this profession?
12. What traits or characteristics do you think are important for success in this field?
13. How do you handle stress in your life?
14. What do you see as your strengths and weaknesses?
15. What do you bring into the program? What are your special attributes?
16. Have you ever had personal therapy? If yes, what sort of issues did you work on?

17. What are your research interests? Tell me about your research project/honors thesis or independent study.
18. What is your theoretical orientation?
19. Which of our faculty members do you think you would work with?
20. Where else have you applied or interviewed?
21. What are your hobbies, avocations, favorite books, and interests outside of psychology?

Questions Asked by Candidates at Graduate School Interviews

1. What research is currently being conducted in this department?
2. Are there opportunities for students to participate in research?
3. Do faculty members have research teams?
4. What are the strengths of this program? What makes it unique?
5. How would you describe the relationship between faculty and students in this department?
6. How flexible is the program? Would I be able to design my own program?
7. How long has this program existed at the University?
8. Would you describe facilities available to students, such as libraries, computer labs, etc.?
9. Are teaching and research assistantships available? If so, how are students selected? How many are available? Where are they?
10. Are internships or other practical experiences a part of the curriculum?
11. What type of career assistance is provided to graduate students?
12. What types of positions do graduates of this program obtain?
13. What are your research interests? What studies are you currently involved with?

5. Financing Graduate School

Now that you have started considering possible graduate schools it is absolutely vital that you start thinking about how you will finance your education. Most major universities offer financial assistance in the form of teaching assistantships (TAs) where you would help a professor teach a course, and research assistantships (RAs) where you help a professor conduct his or her research in return for pay, and fellowships.

Financial support in the form of stipends, scholarships, loans and work-study are also available for students. However, since financial support differs in each school you should contact the institution's financial aid office for information.

**IT MAY SEEM
DIFFICULT AT 1ST;
FINDING MONEY TO
FINANCE YOUR
EDUCATION, BUT
PERSEVERANCE AND
PATIENCE ARE THE**



A good website to check out that really explains some of the vital information associated with financing your graduate degree is <http://www.gradview.com/finaid/index.html>.

6. APA Approved Programs

The American Psychological Association has given certain graduate programs (in Clinical, Counseling & School Psychology) accreditation or approval. This means that the program has met the specific guidelines for proper graduate training. You can find out if your program is accredited by looking in the *Graduate Study in Psychology* book (which is updated annually) or by contacting the actual program. Some programs may even be in the process of attaining accreditation especially if they are newly up and coming programs, or they may have not even requested accreditation.

Now you may be wondering why this is worth mentioning. Well, knowing if a graduate program is APA approved or not may sway your decision in applying to that particular program. Although it does not mean that a program is poor in quality if it does not have accreditation many more doors may open to you if you choose one that is recognized. Furthermore, membership in the APA requires that your doctorate degree be from an accredited institution.

However, before you make any decisions speak to one or more faculty members in the Psychology department to discuss the program you have questions about.

7. Graduate Schools in the New York Area

Colleges & Universities	Website
Adelphi University	www.adelphi.edu
Baruch College, CUNY	www.baruch.cuny.edu
Brooklyn College, CUNY	www.brooklyn.cuny.edu
C.W. Post	www.cwpost.liu.edu
City College of New York, CUNY	www.ccny.cuny.edu
Columbia University	www.columbia.edu
Downstate Medical Center, SUNY	www.downstate.edu
Fairleigh Dickinson at Madison	www.fdu.edu
Fairleigh Dickinson at Teaneck	www.fdu.edu
Ferkauf Graduate School, Yeshiva University	www.yu.edu
Fordham University – Rose Hill	www.fordham.edu
Fordham University – Lincoln Center	www.fordham.edu
Graduate School & University Center (CUNY)	www.gc.cuny.edu
Hofstra University	www.hofstra.edu
Hunter College, CUNY	www.hunter.cuny.edu
Iona College	www.iona.edu
John Jay College of Criminal Justice, CUNY	www.jjay.cuny.edu
Kean University	www.kean.edu
Lehman College, CUNY	www.lehman.cuny.edu
Long Island University, Brooklyn Campus	www.brooklyn.liunet.edu
Montclair State University	www.montclair.edu
New Jersey City University	www.njcu.edu
New Rochelle College	www.cnr.edu
New School University	www.newschool.edu
New York Institute of Technology	www.nyit.edu
New York University	www.nyu.edu
Pace University	www.pace.edu
Polytechnic University	www.poly.edu
Queens College, CUNY	www.qc.edu
Rutgers University- New Brunswick	www.rutgers.edu
Rutgers University- Newark	www.rutgers.edu
Sarah Lawrence	www.slc.edu
Seton Hall University	www.shu.edu
Stevens Institute of Technology	www.stevens.edu
St. John’s University	www.stjohns.edu
Teachers College of Columbia University	www.tc.columbia.edu
Touro College	www.touro.edu
William Patterson State University	www.wpunj.edu

8. Excellent Career and School Related Books for Psychology Majors

- **Career Paths in Psychology: Where Your Degree Can Take You* – Robert J. Sternberg
- **Getting In: A Step-by-Step Plan For Gaining Admission to Graduate School in Psychology*- APA
- *Great Jobs for Psychology Majors* – Stephen E. Lambert & Julie Ann Degalan
- *Opportunities in Psychology Careers* – M. Charles & Donald E. Super
- **Majoring in Psych?: Career Options for Psychology Undergraduates* – Betsy L. Morgan & Ann Korschgen
- *The Psychology Major: Career and Strategies for Success* – R. Eric Landrum, Stephen F. Davis & Teresa A. Landrum
- **Graduate Study in Psychology (Updated Annually)* – APA
- *The Psychology Major's Handbook* – Tara L. Kuther
- *Insider's Guide to Graduate Programs in Clinical and Counseling Psychology: 1998/1999 Ed.* – Michael A. Sayette, John C. Norcross & Tracy J. Mayne
- *The Real Guide to Grad School: What You Better Know Before You Choose Humanities & Social Sciences* – Franca Lingua

*Available in the Psychology Department

Most books are \$20 or less and available from Amazon.com and Barnes and Noble.

Part Two – Additional Information

9. Professors' Favorite Psychology Related Books

- Arnett, J.J. (2004). *Emerging adulthood: The winding road from the late teens through the twenties*. New York: Oxford University Press.
- Blass, T. (2004). *The man who shocked the world: The life and legacy of Stanley Milgram*. New York: Basic Books.
- Cross, W.E. (1991). *Shades of black: Diversity in African American identity*. Philadelphia: Temple University Press.
- Eagleman, D. (2012). *Incognito: The secret lives of the brain* [Reprint Edition]. New York: Vantage.
- Frankl, V. (1959). *Man's search for meaning*. New York: Simon & Schuster Inc.
- Fukuyama, F. (1996). *Trust: The social virtues and the creation of prosperity*. New York: Free Press.
- Gazzaniga, M.S. (2005). *The ethical brain*. New York: Dana Foundation.
- Haddon, M. (2003). *The curious incident of the dog in the night-time*. New York: Doubleday.
- Kaysen, S. (1993). *Girl, interrupted*. New York: Random House, Inc.
- Levitt, S. D., & Dubner, S. J. (2005). *Freakonomics: A rogue economist explores the hidden side of everything*. New York: William Morrow.
- Rogers, Carl (1961). *On becoming a person: A therapist's view of psychotherapy*. London: Constable.
- Rokeach, M. (1964). *The three Christs of Ypsilanti: A psychological study*. New York: New York Review Books.

- Sacks, J.S. (2002). *The dignity of difference: How to avoid the clash of civilizations*. New York: Continuum.
- Sacks, O. W. (1998). *The man who mistook his wife for a hat and other clinical tales*. New York: Simon & Schuster.
- Seligman, M. E. P. (1990). *Learned optimism*. New York: Alfred A. Knopf.
- Skinner, B.F. (1948). *Walden two*. Indianapolis: Hackett Publishing Company.
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10. Careers in Psychology

“The shoe that fits one person pinches another; there is no recipe that suits all cases” – Carl G. Jung

Career development begins your freshman year so planning early is beneficial. Because the employment prospects in Psychology are as diverse as the field itself, it is very important to acquire adequate knowledge of the careers in psychology. This knowledge will not only aid you in making crucial choices about particular graduate programs but will also provide you with insight into what you could be doing for a living. The following information will open your eyes to the diverse possibilities/opportunities Psychology can bring you.

The following list contains some of the subfields of psychology taken directly from the American Psychological Association website at www.apa.org. This list provides you with a sample of some of the diversity within psychology and gives you an idea of what people in these subfields do.

Clinical psychologists assess and treat mental, emotional, and behavioral disorders. These range from short-term crises, such as difficulties resulting from adolescent rebellion, to more severe, chronic conditions such as schizophrenia. Some clinical psychologists treat specific problems exclusively, such as phobias or clinical depression. Others focus on specific populations: youngsters, ethnic minority groups, gays and lesbians, and the elderly, for instance.

Counseling psychologists help people to accommodate to change or to make changes in their lifestyle. For example, they provide vocational and career assessment and guidance or help someone come to terms with the death of a loved one. They help students adjust to college, and people to stop smoking or overeating. They also consult with physicians on physical problems that have underlying psychological causes.

Developmental psychologists study the psychological development of the human being that takes place throughout life. Until recently, the primary focus was on childhood and adolescence, the most formative years. But as life expectancy in this country approaches 80 years, developmental psychologists are becoming increasingly interested in aging, especially in researching and developing ways to help elderly people stay as independent as possible.

Educational psychologists concentrate on how effective teaching and learning take place. They consider a variety of factors, such as human abilities, student motivation, and the effect on the classroom of the diversity of race, ethnicity, and culture that makes up America.

Engineering psychologists conduct research on how people work best with machines. For example, how can a computer be designed to prevent fatigue and eye strain? What arrangement of an assembly line makes production most efficient? What is a reasonable workload? Most engineering psychologists work in industry, but some are employed by the government, particularly the Department of Defense. They are often known as human factors specialists.

Forensic psychologists apply psychological principles to legal issues. Their expertise is often essential in court. They can, for example, help a judge decide which parent should have custody of a child or evaluate a defendant's mental competence to stand trial. Some forensic psychologists are trained in both psychology and the law.

Health psychologists are interested in how biological, psychological, and social factors affect health and illness. They identify the kinds of medical treatment people seek and get; how patients handle illness; why some people don't follow medical advice; and the most effective ways to control pain or to change poor health habits. They also develop health care strategies that foster emotional and physical well-being. Psychologists team up with medical personnel in private practice and in hospitals to provide patients with complete health care. They educate medical staff about psychological problems that arise from the pain and stress of illness and about symptoms that may seem to be physical in origin but actually have psychological causes. Health psychologists also investigate issues that affect a large segment of society, and develop and implement programs to deal with these problems. Examples are teenage pregnancy, substance abuse, risky sexual behaviors, smoking, lack of exercise, and poor diet.

Industrial/organizational psychologists apply psychological principles and research methods to the work place in the interest of improving productivity and the quality of work life. Many serve as human resources specialists, helping organizations with staffing, training, and employee development and management in such areas as strategic planning, quality management, and coping with organizational change.

Neuropsychologists explore the relationships between brain systems and behavior. For example, neuropsychologists may study the way the brain creates and stores memories, or how various diseases and injuries of the brain affect emotion, perception, and behavior. Neuropsychologists frequently help design tasks to study normal brain functions with new imaging techniques, such as positron emission tomography (PET), single photon emission computed tomography (SPECT), and functional magnetic resonance imaging (fMRI). Neuropsychologists also assess and treat people. And with the dramatic increase in the number of survivors of traumatic brain injury over the past 30 years, neuropsychologists are working with health teams to help brain-injured people resume productive lives.

Quantitative and measurement psychologists focus on methods and techniques for acquiring and analyzing psychological data. Some develop new methods for performing analysis; others create research strategies to assess the effect of social and educational programs and psychological treatment. They develop and evaluate mathematical models for psychological tests. They also propose methods for evaluating the quality and fairness of the tests.

Rehabilitation psychologists work with stroke and accident victims, people with mental retardation, and those with developmental disabilities caused by such conditions as cerebral palsy, epilepsy, and autism. They help clients adapt to their situation, frequently working with other health care professionals. They deal with issues of personal adjustment, interpersonal relations, the work world, and pain management. Rehabilitation psychologists have also become more involved in public health programs to prevent disabilities, especially those caused by violence and substance abuse. And they testify in court as expert witnesses about the causes and effects of a disability and a person's rehabilitation needs.

School psychologists work directly with public and private schools. They assess and counsel students, consult with parents and school staff, and conduct behavioral intervention when appropriate. Some school districts employ psychologists full time.

Social psychologists study how a person's mental life and behavior is shaped by interactions with other people. They are interested in all aspects of interpersonal relationships, including both individual and group influences, and seek ways to improve such interactions. For example, their research helps us understand how people form attitudes toward others, and when these are harmful—as in the case of prejudice—suggests ways to change them. Social psychologists are found in a variety of settings, from academic institutions (where they teach and conduct research), to advertising agencies (where they study consumer attitudes and preferences), to businesses and government agencies (where they help with a variety of problems in organization and management).

Sports psychologists help athletes refine their focus on competition goals, become more motivated, and learn to deal with the anxiety and fear of failure that often accompany competition. The field is growing as sports of all kinds become more and more competitive and attract younger children than ever.

Note: Another subfield not mentioned in this list but one that is equally important are those psychologists that go into academia. These psychologists usually teach psychology in high schools and universities.

Tip: If you want further information on some of these fields, a good book to read is *Career Paths in Psychology* by Robert J. Sternberg where several successful psychologists in various areas of psychology discuss their work.

The Career Development Center

Director Naomi Kinley heads the office of Career Development located in Room 2309. The members of the office go to great lengths to help students.

The goal of the Career Development Center is to assist students in exploring career options and locating employment opportunities that match the students' special interests and expertise.

The center helps students plan for future career goals and/or obtain experience filled internships. The department holds various workshops (e.g., How to Ace an Interview) and Career Fairs, where many companies have representatives recruiting SFC students for various positions. In addition, the center helps students write résumés, and cover letters that are sure to get an employer's attention.

Regardless of what you need (full-time/part-time positions, internships, résumé help, etc.) the Career Development Center is the place to visit!

The Personality—Career Link

Learning about your personality can reveal a great deal about what careers would be ideal for you. Since people usually choose jobs based on their preferences finding out what your personality type preferences might be can unlock an enormous amount of information about you. The data obtained from Personality Inventories can be used as a guide for you in determining what careers are right for you, what your work strengths (e.g., good organizer) and weaknesses (e.g., poor at delegation) are. Armed with this vital information you can find a truly fulfilling job that enhances your well-being.

One such test available to you in determining your personality type is the Myers-Briggs Type Indicator, which you can take in an electronic version at www.humanmetrics.com (simply scroll down to “Jung Typology Test” and click “Take the Test”). After you complete the

inventory the test will be scored and you'll receive your type along with a brief description of your personality type.

If you wish to discover more about your personality type and careers that match it a great book to look at is *Do What You Are* by Paul D. Tieger and Barbara Barron-Tieger. This book will provide you with detailed descriptions of your type, matching careers, ways to use your strengths and minimize the weaknesses, and much more!

11. Student Timeline

Being a student can seem very hectic at times so that's why we developed this timeline in order to give you a guide for your college years. This timeline should be used as merely a list of suggestions, and acknowledged as a non-exclusive list.

Note- it would be wise to first read the previous informative pages in the handbook as certain topics are discussed in greater detail.

Freshman Year: (Not listed in order of importance)

- Develop a study plan that fits your learning style.
- Use the information provided in your freshman seminar classes.
- Attend school events.
- Research school clubs and honor societies (see what the membership requirements are).
- Create a mock schedule planning out your college career by checking out the courses offered with the ones you need (be sure to note that some courses are only offered during certain semesters so take that into consideration when planning).
- Get to know the department faculty.
- Check out the Career Development Center.
- If you don't already, start reading reputable newspapers like the *New York Times*.
- Read the *Psychology Student Handbook* 😊

Sophomore Year:

- Join a school club(s) if you haven't already.
- Get more information on internships that interest you (possibly take the internship as a field experience).
- Find out more information on independent study and when you can get involved.
- Choose a field or fields of psychology that interest you and ask professors which classes compliment those fields.
- Attend school events.

Junior Year:

- Get more involved in the clubs and join honor societies (maybe become an officer if you aren't already?)
- If you haven't done so already, find out if you can get involved in an Independent study project and a Field Experience course.
- Think about what type of programs you're interested in (look at APA's *Graduate Study in Psychology* book—a copy is available in the Psychology Department).
- Speak to the faculty about your choices.
- Find out about state, regional, and national psychological conferences. Attend those that interest you if you can (Note- Usually the Psi Chi chapter takes a trip to the annual Eastern Psychological Association (EPA) Convention, so show some interest in attending).
- Go to the GRE website to gather information; begin studying for the GRE & GRE Psych.

Summer before your Senior Year:

- Decide which graduate programs you are interested in and get information on them (start by reviewing the *Graduate Study in Psychology* book).
- Make a list of them.
- Order the catalogs, application packets and financial aid information from all the schools to which you want to apply.
- Look through your list of courses taken and see what else you need to take.
- Make sure you have all the courses you need to apply to the programs (you may need to take an additional course in order to get into the program).
- Calculate all the application fees (include transcript fees and postage).
- Start writing your personal statement (there are tons of books out there that can help you with this.)
- Seriously study for your GRE's (both General test and GRE Psychology).
- Apply to take your GRE's (August).

Senior Year:

- Continue reviewing for the GRE's.
- Take your GRE & GRE Psych (October)—request your scores to be sent to the schools you apply to.
- Prepare your academic résumé.
- Have your personal statement(s) ready.
- Go to the Graduate School Workshop prepared with questions (October).
- Begin asking for recommendation letters (October/November).
- Begin filling out your application/financial aid forms (November).
- Request your transcripts from the Registrar's Office.
- Prepare each application for mailing (registered mail if possible) complete with all the necessary contents (December*).

*This is dependent on your application deadline. Most schools have January, February or March deadlines. However, keep in mind that we have a winter break so make sure to get all of your transcripts and letters before the break begins.

- Follow up to make sure your application and financial aid information was received.
- Await responses 😊

Final thought-

Keep in mind that during your college career you are essentially building your résumé so involve yourself in a meaningful way in as many activities, internships, research projects, etc. as you can. Do not leave everything to your last year when you are planning for graduate school. Spread your activities out and remember to have a good time doing it.

12. Learning & Studying

Studying can seem like a dreadful task but if you prepare yourself and develop a system you can turn it into something much more bearable.

Here are a few tips that are important to remember:

Concentration	Try and keep focused even in the midst of distractions.
Environment	Create a quiet area to study that is conducive to learning.
Flexibility	Usually the most successful students are the ones that are flexible. They frequently adapt to changes and unforeseen events. Be aware that problems will occur no matter how well you planned. The important thing to do is relax and tackle the problem head on.
Style	Choose a note-taking style that fits your learning style*
Goal Setting	Make sure to establish goals for your success. Set yourself goals with the positive attitude and drive that you will succeed.
Time Management	Develop a schedule for some quality study time. Write out a plan to see how you can effectively use your time. Don't resort to cramming.
Buddy System	Try and find someone in class that you can study with. Perhaps get a study group together to go over key points learned in the class. See an Academic tutor if you need help.
Fun	Make sure to leave yourself some time to kick back and relax. Do not neglect your recreation time, as it can be relaxing for you. Keep a healthy balance between work and play.

(Adapted from <http://www.harcourtcollege.com/psych/student/tips/html>)

*Finding out your learning style(s) can aid you in setting up a study plan that is right for you. Learning styles are different approaches or ways of learning; for instance, do you prefer to see a demonstration of something or would you rather read about it? Both of these are examples

of different styles of learning. Remember no style is better than the other, they are merely the preferences you lean toward.

Various inventories or tests that measure your learning style have been developed, most of which you have to pay for. However, there is one inventory that is short and very good at helping students learn more effectively. The name of the inventory is the VARK, which stands for Visual, Aural, Read/write, and Kinesthetic. The four modules represent the learning styles that you may lean towards. It is also possible to have more than one learning style.

The VARK is free for students to use although it is copyrighted. If you want to find out your learning style, what it means, and the various study techniques for each style visit the VARK's website at www.vark-learn.com. At this site you can take the VARK questionnaire, which asks you several multiple choice questions aimed at finding out something about your preferences. Once you find your learning style read up on which study techniques are preferable for your type. Use this information to your benefit and you'll surely be off to better learning!

13. Writing an APA Style Paper

In many of your psychology classes you will have to write a paper that will need to be in APA format. Now don't feel overwhelmed because there are a few tools you can use to help you. First of all, the Psychology Department provides a handout on what the layout of an APA paper should look like. It also tells you briefly what each section of the paper should contain.

The second tool that is crucial in writing an APA style paper is the *Publication Manual of the American Psychological Association*. This manual contains information on how to cite references, which font to use, and other APA paper requirements. A copy of the *Publication Manual* is always available in the Psychology Department and you should also purchase your own through any bookseller (make sure to get the newest edition). In addition, APA has brought a new book to assist students- *Mastering APA Style: Student's Workbook and Training Guide* by Harold Gelfand, and Charles J. Walker. This workbook, updated for use with the fifth edition of the *Publication Manual of the American Psychological Association*, is a self-pacing, self-teaching workbook that can be used to learn APA style quickly and effectively.

Third, thanks to evolving technology and the geniuses over at the APA there is another tool that you can use to aid you in mastering the style. The product is called APA-Style Helper, which is available for a fee in CD-ROM form or in a downloadable version. It works by walking you through your papers as you write them, formatting your references, headings, and much more. If you want to read more about the APA-Style Helper check out <http://www.apastyle.org/stylehelper/>. Additionally, there is an Online Writing Lab at Purdue University that offers guidelines on APA and a host of other formatting, grammar and research information: <http://owl.english.purdue.edu/>. A valuable site to look at! Most importantly, make sure to familiarize yourself with all the tools available to you. This way writing an APA Style paper will become like second nature to you which is a definite plus.

14. Poster Presentations

Reprinted from Psi Chi's Official Website

Poster presentations provide the opportunity for the presenter and the audience to talk with one another. A physical arrangement similar to an exhibit area is used for this interaction. Each presenter is provided with a freestanding bulletin board, usually around 3.5 feet high by 3 feet wide, on which to display the poster. [NOTE: The most common size for posters is 3.5 - 4 feet high by 5.5 - 6 feet wide. Check to make sure your poster adheres to the requirements of the conference at which you will be presenting.] A relatively large number of posters will be displayed during each poster session. During the designated period, the audience moves through the poster displays, stopping to interact with those who are presenting research that is of special interest to them. Thus, the interaction between the presenters and the audience is likely to be more meaningful than is typically the case in paper sessions. Therefore, when constructing your poster, remember to utilize the opportunities provided by this method of presentation.

Poster presentation recommendations:

1. Construct the poster to include the title, the author(s), affiliation(s), and a description of the research, highlighting the major elements that are covered in the abstract.
2. Minimize detail and try to use simple, jargon-free statements.
3. Remember that pictures, tables, and figures are amenable to poster display.
4. If you can, use color in your visuals.
5. Make sure your lettering is neatly done and is large enough to be read from a distance, i.e., do not simply pin up a set of typed pages--reserve these for your handout.
6. Consider using a flow chart or some other method of providing the viewer with a guide to inspecting your display.
7. Don't overwhelm the viewer with excessive amounts of information; rather, construct a poster display that enhances conversation.
8. Be ready to pin up and take down your poster at specified times.
9. Be sure to bring thumbtacks with you.

Prepare for distribution, copies of a printed version of your paper (about 25) with the details of the research and/or a sign-up sheet on which interested people can request the paper. Be sure to indicate on the paper your identification, the conference source reference, and whether or not it may be quoted. It is an honor to have the opportunity to present at a research conference. You have an obligation to prepare a neat, well-organized display and to be present at your

display for the entire poster session period. With a little thought and creativity, you can make your presentation a very pleasing one for both you and your audience.

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