

Counseling Services

Client Intake Form

Date of Intake _____
CCS Option _____

Name _____

Address _____

City _____ State _____ Zip _____

Age _____ Sex _____ Race/Ethnicity _____

Preferred phone number (check one) Cell Work Home Phone () _____

Okay to leave message? Yes No Initial here _____

Alternate phone number (check one) Cell Work Home Phone () _____

Okay to leave message? Yes No Initial here _____

Email address: _____ Okay to email you? Yes No Initial here _____

If we need to contact you (for example, your counselor is sick and you'll need to reschedule), what is the best way to reach you? *Note: we will need your permission above to contact you.*

- Cell Phone Work Phone Other: _____
 Home Phone Email Address

Present employment status: Full-time Part-time Unemployed

Currently enrolled in school? Yes No (MU Other _____)

Full-time Part-time Program of study _____

Is returning to school an option for the future? Yes No

What is the last year of education completed? _____ Degree earned _____

Year of graduation _____ MU Alumni Yes/No Major/Area of study _____

Have you used the Career Center before? Yes No If so, why? _____

Have you recently or are you presently receiving counseling or other mental health services from any other provider? Yes No If yes, please specify type of service _____

Referred to the Career Center by: (check all that apply)

- Self Professor
 Friend Parent(s)/Family
 Faculty Advisor Counseling Center
 Resident Advisor Other _____

PLEASE TURN OVER TO NEXT PAGE

Please indicate up to 3 main goals for counseling (e.g. clarifying interests, dealing with job loss, coping with stress, etc.):

(1) _____

(2) _____

(3) _____

When would be the best times for your counseling appointments? Please give us a range of possible hours; this will give counseling staff more flexibility in matching you with a counselor (i.e. Tuesdays 5-7 PM, Wednesdays 8-11 AM, etc.) The Career Center is open Monday through Friday from 9am – 5pm, but additional hours may be available.

Monday _____

Tuesday _____

Wednesday _____

Thursday _____

Friday _____

A counselor will contact you to set up the first appointment. If you are running late or need to reschedule an appointment, please call the MU Career Center (573-882-6801) and leave a message for your counselor. If you need to cancel an appointment, please call the MU Career Center or email counseling@missouri.edu at least 24 hours in advance.