



2023-2024

Applied Behavior Analysis for Special Populations

Graduate Certificate Program

addressing the concepts, skills and information for using
behavioral technologies to improve learning and social behaviors

Dr. Andre Maharaj, BCBA-D
Graduate Program Director
Wheatley Hall 02-991, 617.287.7609
Andre.Maharaj@umb.edu

Jill Tilton
Program Administrator
Healey 10-28A, 617.287.7235
Jill.Tilton@umb.edu

TABLE OF CONTENTS

2023-2024

Applied Behavior Analysis for Special Populations Graduate Certificate Program

Welcome, Applicants!	pg. 3
I. BACB Certification and Massachusetts Licensure	pg. 4
II. Program & Course Descriptions	pg. 6
III. Application Process	pg. 10
IV. Program Expectations	pg. 12
V. Tuition and Fees	pg. 14
VI. UMass Boston Master's Degrees	pg. 15
VII. Financial Aid	pg. 17
VIII. Applicant Checklist	pg. 18
APPENDIX: Applicant Information Sheet (AIS)	



WELCOME, APPLICANTS!

The University of Massachusetts Boston has been offering the Applied Behavior Analysis for Special Populations program since 2001. During the first twenty-two years, the program has had more than 750 students enrolled in the course sequence.

As of 2022, the Behavior Analyst Certification Board (BACB) has changed their requirements for students to be accepted to sit for the Board Certified Behavior Analyst (BCBA) exam. The coursework required for the new exam (Task List 5) has increased by 45 hours (an additional course – making 7 total) and has also changed as far as number of hours of coursework required for each of the BACB's content areas.

The ABA Graduate Certificate Program consists of 7 courses, ABA 650-656, covering the 315 hours of coursework required for the BCBA exam. The Association for Behavior Analysis International has verified the courses toward the coursework requirements for eligibility to take the Board Certified Behavior Analyst® examination (Verified Course Sequence – Pathway 2). Applicants will need to meet additional requirements before they can be deemed eligible to take the examination.

Historically the courses have been offered sequentially from September through July, one evening per week, with an additional one evening per month, and no breaks between courses. In the summer, there is an additional evening per week for 9 weeks, finishing the entire certificate program in 11 months. Applicants should make sure they can maintain this accelerated schedule.

The ABA Certificate courses can be counted as part of the UMass Boston MEd with concentration in ABA which certificate students may join in the spring after starting the certificate, if they need a master's degree to meet exam requirements.

We will be requiring that each participant have in place a BCBA supervisor during their time in the program. Please note that the BACB has also changed their requirements for supervised fieldwork for exam takers in 2022 and later. Please go to [BCBA Handbook \(bacb.com\)](https://www.bacb.com) for the official requirements for obtaining and maintaining BCBA certification.

I. Behavior Analyst Certification Board (BACB) Certification and Massachusetts Licensure

UMass Boston will award the ABA Graduate Certificate to matriculated students who satisfactorily complete all requirements of the program and maintain a 3.0 GPA (B average) in the certificate courses. This certificate from UMB does not confer BACB certification as a Board Certified Behavior Analyst (BCBA) nor does it confer licensure as a behavior analyst in the state of Massachusetts (LABA) – however, it does show that you have completed the coursework which is one of the requirements for those credentials.

It is the student's responsibility to be aware of the expectations of both the BACB and the state of Massachusetts if he or she is interested in the BCBA and/or LABA credentials. Below is merely a synopsis; please visit their websites for the official information: [BCBA Handbook \(bacb.com\)](#) **Pathway 2** for the BCBA; [262 CMR 10 \(mass.gov\)](#) for LABA.

BACB Certification –

Exams 2022 and later (Task List 5) – UMass Boston is a Verified Course Sequence (#51093) with the Association for Behavior Analysis International (ABAI) for Task List 5, satisfying Pathway 2 coursework requirements to apply for the BCBA exam. There are three requirements to qualify for the exam:

1) completion of acceptable graduate coursework in behavior analysis

This requirement is met through successful completion of the courses in the ABA Graduate Certificate.

2) a master's degree or higher in any field of study

Students may enter our ABA Graduate Certificate Program with either a bachelor's degree or a master's – everyone will take the same certificate courses.

If an applicant to the ABA Graduate Certificate Program has only a bachelor's degree, he or she may continue on after finishing the certificate courses to complete a MEd with concentration in ABA, which is a qualifying master's degree for the BCBA exam. See page 15 for more information on our master's degree.

and 3) a defined period of supervised practical experience.

Depending on the category of supervision chosen, a student must perform between 1500 and 2000 hours of appropriate ABA activities under the supervision of someone who is already a BCBA and who has also met the requirements of the BACB to supervise students, in order to qualify to take the BCBA exam.

Although the supervision is not part of the ABA coursework, every student is required to be under the supervision of a BCBA during their time with our program, in order to reinforce their classroom learning and to make progress in meeting this supervised practical experience requirement.

A student may start accumulating fieldwork hours as soon as they have started the courses and have a suitable supervisor. Students are not required to finish their supervised hours during the program but should be able to acquire many of them. If a BCBA is not available within your current work setting, we have a list of several organizations (school districts and agencies) that have shared their job openings with us in the past and many of these employers have provided supervision to students.

See: [BCBA Handbook \(bacb.com\)](http://bacb.com), **Pathway 2** for more information on BCBA certification under Task List 5.

Massachusetts Licensure as an Applied Behavior Analyst (LABA) – The state Board of Registration of Allied Mental Health and Human Services Professionals has developed regulations that detail licensure eligibility requirements in the field of ABA and how the practice of licensees will be overseen. Regulations can be accessed here:

<https://www.mass.gov/files/documents/2017/10/30/262cmr10.pdf>.

The requirements for Massachusetts licensure are very similar to those for becoming a BCBA; in fact, a student must meet the requirements to take the BCBA exam, and pass it, to be licensed. In addition, the state is moving towards requiring 30 credits of ABA in order to be licensed, not just the credits in the ABA Graduate Certificate. This is not yet required but may be in the future.

Currently, the LABA education requirements (for those with a master's degree) are either:

1) a master's degree with 30 credits of ABA and ABA-related courses

This would be the category our incoming students with just a bachelor's degree would qualify for after finishing the MEd with concentration in ABA, which includes the ABA Graduate Certificate plus advanced ABA-related courses.

or 2) a master's degree in another field of human services, along with the successful completion of a board-approved certificate program in behavior analysis with an approved course sequence formally approved by the Board.

This would be the category our incoming students who already have a master's degree would qualify for after earning the ABA Graduate Certificate.

Another additional requirement by the state is a LABA applicant's supervised fieldwork must be supervised by a BCBA that has met the BACB's qualifications to supervise and who is also a LABA (licensed as a behavior analyst in Massachusetts).

While we intend the above information to be a useful starting point for you, the official guidelines and requirements are to be found on the respective sites for the Behavior Analyst Certification Board and for the Massachusetts Board of Registration of Allied Mental Health and Human Services Professionals.

II. Program and Course Descriptions

Cohort 22: September 2023 - July 2024

Applied Behavior Analysis is both an applied science that develops methods of changing behavior and a profession that provides services to meet diverse behavioral needs. Briefly, professionals in applied behavior analysis engage in the specific and comprehensive use of principles of learning, including operant and respondent learning, in order to address behavioral needs of widely varying individuals in diverse settings. Examples of these applications include: building the skills and achievements of children in school settings; enhancing the development, abilities, and choices of children and adults with different kinds of disabilities; and augmenting the performance and satisfaction of employees in organizations and businesses. - From www.bacb.com, Feb. 2015.

ABA Program Learning Outcomes:

The Applied Behavior Analysis Graduate Program prepares graduates to be effective practitioners who can assess, design, implement, and evaluate applied behavior analysis (ABA) programs using ethical and professional practices and interactions. Our graduates will provide these services in a range of settings, such as neighborhood and specialized schools, residential programs, and work programs serving children and adults with disabilities.

The ABA Program's Learning Outcomes are aligned with the Behavior Analyst Certification Board's Fifth Edition Task List and Ethics Code for Behavior Analysts.

Upon completion of the ABA Graduate Certificate Program, graduates will be able to:

- Demonstrate knowledge of foundational concepts delineated in the Task List.
- Apply the concepts and principles of ABA to real-life situations.
- Critique the design of behavior analytic research, including design and data analysis.
- Identify and assess a client-centered problem.
- Design an intervention to reduce client problem behavior.
- Design an intervention to increase client skills.
- Design an organizational behavior management plan to supervise, evaluate, and train staff and parents.
- Demonstrate a culturally responsive approach to client-centered and staff-centered plans.
- Utilize high and low technologies when designing, implementing, evaluating, and communicating about behavioral interventions.
- Apply guidelines for ethical and professional behavior in all client-centered and staff-centered plans, and as a member of the program's learning community.

This graduate sequence is designed to enable students to serve as effective practitioners who can assess, design, implement, and evaluate applied behavior analysis (ABA) programs by providing them with the knowledge, concepts, and skills of basic ABA principles, ethical considerations, generalization strategies, and application to special populations and settings.

The course sequence is Web-enhanced and will require students to readily have access to a computer and the Internet. It is not an online program (attendance in the classroom is required), but students will need to access a designated Web site to complete assignments and tests and to download course material.

The course will also be offered via interactive video (ITV). The course will originate from the UMass Boston site and will be broadcast simultaneously to up to three or four other sites. This course format requires students to be respectful of the technology and to adhere to special guidelines when interacting with the professor and classmates.

The Individual Courses

ABA 650 Philosophical Underpinnings of Behavior Analysis

Wednesdays, 5pm-9pm, and one additional hour of online learning each week; nine sessions, September 6 through November 1, 2023.

This introductory course offers a comprehensive study of the philosophical and historical foundations of behavior analysis, with special emphasis on behaviorism, experimental analysis of behavior, and the application of applied behavior analysis. Topics covered during this course include a historical perspective of behaviorism, description and environmental explanation of behavior, the science of behavior analysis, the relationship between behavior analysis and other psychological sciences and theories, as well as the major professional issues currently facing the field. Additionally, students will identify and analyze the key components of empirical research published in scholarly journals in the field of behavior analysis related to the topics in this course. This course emphasizes the tenets of behaviorism in the application of behavior analysis to interpreting and understanding everyday events.

This course meets Behavior Analyst Certification Board, Inc.TM Task List 5 requirements for **Philosophical Underpinnings; Concepts & Principles** (45 of 90 hours).

ABA 651 Concepts and Principles of Behavior Analysis

Wednesdays, 5pm-9pm, and one additional hour of online learning each week; nine sessions, November 8, 2023 through January 10, 2024 (no class Dec. 27).

This course will teach students to identify, define, and apply the concepts and principles of behavior. Topics covered during this course include an environmental explanation of behavior, respondent and operant conditioning, contingencies of behavior including reinforcement and punishment, extinction of operant behavior, and verbal behavior. Upon completion of this course, students will be able to define, provide examples of, and apply the basic principles of behavior analysis within the context of clinical and educational programming, as well as read and synthesize relevant literature and incorporate best practices into applied programming.

This course meets Behavior Analyst Certification Board, Inc.TM Task List 5 requirements for **Concepts and Principles** (45 of 45 hours freestanding).

ABA 656 Ethical and Professional Conduct

Once per month on Mondays. The first session is in-class 5-9 PM, Monday, September 11, with an additional hour of online learning. The next 8 sessions are online, tentatively scheduled for October 16, November 13, December 4, January 22, February 12, March 18, April 8, and May 6.

The content of this 3-credit course will be the ethical challenges and professionalism associated with the content of the 2 fall and 2 spring courses and will include ethical and professional considerations related to the basic ABA principles, to research, to assessment and to intervention. This course has been approved by the national Behavior Analyst Certification Board as addressing competencies in Ethical and Professional Conduct. This course will provide students with an opportunity to learn the Disciplinary and Ethical Standards, and the Disciplinary Procedures required in the practice of applied behavior analysis. Through case studies and scenarios, students will have the opportunity to apply guidelines for responsible

conduct for behavior analysts. In particular, the students will apply the guideline expectations for ways in which to conduct research, assessments, and make ethical decisions before taking actions. Students will design ways in which they apply the guidelines to training, supervision and consultation, interactions with colleagues, and their responsibility to society.

This course meets Behavior Analyst Certification Board, Inc.TM Task List 5 requirements for **BACB Ethics Code and Code Enforcement Systems; Professionalism** (45 of 45 hrs.).

ABA 654 Research Methods

Wednesdays, 5pm-9pm, and one additional hour of online learning each week; nine sessions, January 17 through March 13, 2024.

This 3-credit advanced graduate course has been approved by the national Behavior Analyst Certification Board as addressing competencies in measurement and experimental design. With regard to measurement, students will learn how to define behavior in observable and measurable terms, select an appropriate measurement system based upon the dimension of behavior they are studying, consider the strengths and limitations of each measurement system, and calculate inter-observer reliability using a variety of methods. Students will also learn different ways to display data, interpret data, and arrange various experimental designs using single-subject methodology.

This course meets Behavior Analyst Certification Board, Inc.TM Task List 5 requirements for **Measurement, Data Display, and Interpretation; Experimental Design** (45 of 45 hrs.).

ABA 652 Assessment and Treatment of Problem Behavior

Wednesdays, 5pm-9pm, and one additional hour of online learning each week; nine sessions, March 20 through May 15, 2024.

This is a 3-credit graduate level course designed to review the literature relevant to the assessment and treatment of challenging behavior. The course content is based on relevant literature in the field of behavior analysis and includes an overview of and the logic behind procedures required to complete a functional behavioral assessment of challenging behavior and implementation of function-based treatments to decrease challenging behaviors and increase adaptive behaviors. Functional behavior assessment procedures that will be covered include indirect assessments, descriptive assessments, and functional analysis. Students will practice conducting an indirect and descriptive assessment, and have the opportunity to design a functional analysis. Treatments that will be covered include antecedent interventions, differential reinforcement procedures, extinction, and punishment, among others. Students will design a comprehensive function-based intervention plan. Conceptual and practical issues related to the assessment and treatment of challenging behavior will be addressed.

This course meets Behavior Analyst Certification Board, Inc.TM Task List 5 requirements for **Behavior Assessment** (30 of 45 hrs.) and **Behavior Change Procedures; Selecting and Implementing Interventions** (15 of 60 hrs.).

ABA 653 Skill Acquisition

Day TBD, 5pm-9pm, and one additional hour of online learning each week; nine sessions, weeks of May 20 through July 15, 2024.

This 3-credit advanced course has been approved by the national Behavior Analyst Certification Board as addressing competencies in the areas of identification of problem behaviors, assessment, intervention and behavior change. It provides a systematic introduction to behaviorally-based assessment methods, the use of reinforcement to teach new behavior, and a variety of instructional methods and instructional formats. The instructional planning process

and the protocols necessary to develop comprehensive instructional programs for learners will be reviewed with special emphasis for those learners with autism spectrum disorders. The broad goal of the course is to impart students with a broad range of instructional tools that allow them to develop systematic and comprehensive programs that teach relevant skills in the most natural contexts possible. Specific topics include: schedules of reinforcement, preference assessment, criterion-referenced skill assessments, reinforcement-based behavior change procedures such as token economies and self-management, stimulus control, errorless teaching, behavior chains, discrete trial instruction, naturalistic teaching, verbal behavior training, and maintenance and generalization of skills.

This course meets Behavior Analyst Certification Board, Inc.TM Task List 5 requirements for **Behavior Assessment** (10 of 45 hrs.) and **Behavior–Change Procedures; Selecting and Implementing Interventions** (35 of 60 hrs.).

ABA 655 Organizational Behavior Management (OBM)

Wednesdays, 5pm-9pm, and one additional hour of online learning each week; nine sessions, May 22 through July 17, 2024.

This 3-credit advanced course offers intensive study of selected topics in the field of applied behavior analysis. The curriculum has been approved by the national Behavior Analyst Certification Board as addressing competencies in the identification of problems and the implementation, management, and supervision of services. This course will provide students with techniques to collaborate with other professionals working with students requiring special education. It will train students to use everyday language when explaining behavioral concepts and it will teach students to consider environmental modifications to reduce the need for behavior analytical services. This course will also provide students with behavioral methodology for staff training and evaluations. Performance management, behavior expectations, and competency-based training are a few of the topics covered during this course. The students will design tools for monitoring procedural integrity for skill acquisition and problem behavior management. Upon completion of this course students will be able to address complex issues related to training and development of staff in different contexts such as consultation, public schools, home-based programs and private schools. Students will also learn what best practices in consultation are, some limitations and strategies for problem-solving around limitations, and the different models of consultation (e.g., in public schools, within agencies, in-home, etc).

This course meets Behavior Analyst Certification Board, Inc.TM Task List 5 requirements for **Behavior Assessment** (5 of 30 hrs.), **Behavior-Change Procedures; Selecting and Implementing Interventions** (10 of 60 hrs.), and **Personnel Supervision and Management** (30 of 30 hrs.).

III. Application Process for the ABA Graduate Certificate Program

When applying for the ABA graduate certificate program, you must meet the following prerequisites:

- completion of a Bachelor's or Master's Degree in Education, Psychology, or a related field approved by the Program Director, Dr. Andre Maharaj (Andre.Maharaj@umb.edu). If you have completed a bachelor's degree in an area that is not listed above, you may still be accepted into the UMass Boston ABA Graduate Certificate Program IF you have experience in the field.

Students with only a bachelor's degree may be admitted to the ABA Graduate Certificate Program and continue on to complete a master's degree (containing the certificate courses plus advanced ABA-related courses) to meet the graduate degree requirement to take the BCBA exam.

- Undergraduate GPA of 3.0 or approval of Program Director
- Employed or volunteering currently at a site that enables you to dedicate at least 10 hours per week in applying behavior analytic skills. **Note:** let us know if you have not located an appropriate site and would like suggestions. Contact the program director, Andre.Maharaj@umb.edu.

Deadline: Admissions are on a rolling basis; the final deadline to apply for Fall 2023 matriculation is July 1.

The course sequence starts only in the fall; except in special circumstances, students should apply for the Fall semester. All application materials and application fees must be submitted to Graduate Admissions by July 1 to become a matriculated student for the fall.

To apply, complete the application to the program through the university's Graduate Admissions Office; see: <https://admissions.umb.edu/graduate-students/apply>

(If you are a current or recently graduated UMass Boston graduate student, you may skip the regular admissions process below and apply to the program with a one-page Additional Program Form available at <https://www.umb.edu/registrar/forms/graduate>.)

If you apply before July 1st, you are applying for admission to Term: Fall 2023; College of Education and Human Development; Intended Major: Applied Behavior Analysis (Graduate Certificate).

Students begin the series of courses only each fall. **Note:** If you learn about our program **after** the July 1st deadline and are interested in applying, please contact Andre Maharaj at Andre.Maharaj@umb.edu or Jill Tilton at Jill.Tilton@umb.edu immediately. With permission, you could then apply for official admission as a matriculating student for Spring 2024. You may begin taking courses with us as a non-matriculating student **in Fall 2023 if you apply to the program for Spring '24 by September 1, 2023 and have permission from the Program Director.** Non-matriculating students are not eligible for the same financial aid options and *must earn at least a B in their fall courses to roll them into their official program when they matriculate in Spring.*

Required materials for a complete application to the ABA Graduate Certificate Program:

- 1) Application and Fee
- 2) Statement of Purpose (a two-part essay - give your reasons for wishing to attend graduate school and indicate your specific interests, and the kind of work you would like to do, in your intended field.
- 3) Resume
- 4) 2 Letters of Recommendation from people familiar with your work and your potential as a graduate student.
- 5) Transcripts - Provide official transcripts from all colleges and universities you have attended where you earned more than 6 credits.

- **No tests** are required (except for applicants who completed undergraduate coursework outside of the United States who may be required to submit English proficiency test results, even if they are permanent residents or citizens of the U.S. Please review the [international applicant page](#). Acceptable proficiency tests include the Test of English as a Foreign Language (TOEFL), the International English Language Testing System academic version (IELTS), the Pearson Test of English (PTE Academic), or the Duolingo English Test.)

International Applicants: please refer to the [International Graduate Applicants](#) page for any additional requirements for your application. The ABA Graduate Certificate Program may be considered a full-time program for visa purposes under certain conditions.

***Please note: it is your responsibility to track the arrival of your transcripts and all application materials to Graduate Admissions. Once your application is received, you will receive an email from Graduate Admissions with an identification number and pin that you can use to sign in at [Check Status | Graduate Students - Admissions \(umb.edu\)](#) and track the receipt of these items.**

You may ignore any notice that you need to submit GRE test scores. The GRE is not required for our program.

In addition: Submit to us (the ABA program), **not Grad Admissions**, the

- _____ Applicant checklist (page 19 of this packet)
- _____ AIS form about your supervision, found in the Appendix of this ABA Information Packet
- _____ Current job description

Please note: If you will be starting a new job before the courses start and do not know who will be your BCBA supervisor in the fall, please send in the AIS form with the information you do have, and a note explaining your situation and when you might have the rest of the information. If you will be in a setting/practicum site that does not enable you to apply behavior analytic skills or can only do so on a limited basis (less than 10 hours per week), you will **not** be accepted into the program.

Email these forms as an attachment to Jill.Tilton@umb.edu.

Admissions decisions are made on a rolling basis. You will receive an email when a decision letter is ready to be viewed in your applicant portal. You may accept your seat in the program and pay the fee (currently \$250) electronically at [Check Status | Graduate Students -](#)

[Admissions \(umb.edu\)](http://umb.edu) (the same log-in where you were able to check the status of your application). Do NOT pay this deposit to the Bursar's Office.

In July or August, we will email to you a logistics packet that outlines instructions for registering and other particulars such as textbooks to purchase. Registering for all Fall courses begins in early August and must be completed by September 1, 2023.

All students are required to submit an immunization form to the Health Office and complete health trainings; see the checklist at [University Health Services Welcomes New Students - University of Massachusetts Boston \(umb.edu\)](http://umb.edu). You must complete these forms and trainings, or a hold will be placed on your account and you won't be able to register for classes.

All matriculated graduate students registered for 7 or more credits must have health insurance. If you are a matriculated student in fall, you must either purchase the University's health insurance or fill out the online waiver form showing that you already have comparable coverage.

IV. Program Expectations

By applying to this program, it is understood that you are committed to learning about the field of applied behavior analysis and that you are also committed to applying the science according to the ethical guidelines.

The sequence of the courses is designed to bring students through the process of understanding what applied behavior analysis is and how it is to be applied. Therefore, it is important that you are either currently working or volunteering in a setting that will enable you to complete this objective by applying applied behavior analysis skills at least 10-20 hours per week.

BCBA Degree Requirement

Exams 2022 and later (Task List 5) – Applicants must have a master's degree or higher in any field of study (since they will have completed 7 full courses (315 hours) of BCBA coursework, a master's degree in any area will be acceptable to the Board).

Students with only a bachelor's degree may be admitted to the ABA Graduate Certificate Program and continue on to complete a master's degree (containing the certificate courses and advanced ABA-related courses) to meet the degree requirement to take the BCBA exam.

Graduate Student Expectations

This is a graduate series and therefore the expectations are that students commit to the responsibilities of the course sequence. There is a significant amount of information (via lectures and readings) that needs to be presented and it is imperative that students come to each class prepared to discuss the material. Students are also expected to keep up with the online components of each class session. In order to prepare students to sit for the BACB examination, students will need to test out of course material with a minimum grade of B per course. Instructors will make the assumption that students are prepared to work and contribute to the class and that there is a respect for both the professor and other students.

Supervision Opportunities

You must identify a qualified, BACB-approved supervisor for the fieldwork hours required by the BACB to sit for their exam, through your workplace or independently. The bacb.com website contains a list of BCBA's, along with contact information, if you are searching for a Board-certified supervisor. Make sure your supervisor is listed as having met the Supervision Requirements.

BACB Examination

Students are encouraged to access the www.bacb.com site to determine the examination specifics.

Time frames for courses

Historically the courses have been offered sequentially, one evening per week, with an additional one evening per month, and no breaks between courses, finishing the entire certificate program in 11 months. We are an accelerated program with an intense schedule that's not for everyone. Please make sure that you can make the time commitment to maintain a rigorous pace, especially with the addition of a 7th course (which will mean an additional evening per week for a 9-week stretch in the summer).

Web-enhanced courses

This course sequence is Web-enhanced in that all lecture notes, handouts, quizzes, tests, and the course syllabus will be posted on a Web site (Blackboard) and students will submit assignments through the site. Students will need to have access to a computer and the Internet throughout the course sequence. It is recommended that students have a laptop to bring to class for quizzes. It should be noted that this is NOT an online program, but the program is enhanced via the Web site. Each student will have an account and will be expected to access the Web site frequently.

Every student is expected to have consistent access to computer technology and have experience, knowledge and competence in the following: basic computer and Internet skills (search/uploads/download files); file management skills using MS Word/PPT and familiarity with blogs/literature search/Google docs/wikis, etc; have some experience searching for information on the Internet, though this experience does not need to be research-related; have experience learning new software tools with minimal support, using online documentation and tutorials; using computer-mediated communication tools (email, threaded discussion, synchronous chat, blogs, social networking, etc.) though it is not necessary to have advanced knowledge of all of these tools; locating, critically reading, and evaluating research reports and synthesizing research findings. Students will also learn to apply accepted style standards in written reports and use technologies to support research, including online library resources and reference management software.

ITV connected sites

The program will be offered simultaneously across multiple sites. The course is primarily taught from the UMass Boston Harbor Campus and may be broadcast to several different sites at the same time. This course format requires both the professor and the students to adhere to specific rules and interactional guidelines. There may be as many as 40 students enrolled in the course and the professor will be accessing student input across multiple sites. It is assumed that all students will be respectful of the technology and the intricacies of this endeavor.

V. Tuition and Fees for Fall 2023 – Summer 2024

Note: See http://www.umb.edu/bursar/payment_information/ for payment information, such as a payment plan.

The following is based upon information available in March, 2023 and is not the official listing of course costs.

You must register for all courses offered within a semester during the university's registration period before the start of each semester.

Fees:

Deposit to confirm acceptance = \$250 (Pay directly to Graduate Admissions, not to Bursar)

Remainder of New Student fee = \$140. This is billed upon registration and payable to the Bursar.

Cost per course is based on \$575 per credit x 3 graduate credits = \$1725 for each course

ITV fee = \$100 per course

Students attending at remote sites might pay a site fee for non-employees directly to the site.

Total tuition and fees for seven courses: \$13165

VI. University of Massachusetts Boston Master's Degrees

Master's Degree comprised of BCBA and advanced ABA-related coursework: MEd:LTET with concentration in ABA

The 33-credit MEd in Learning, Teaching & Educational Transformation (LTET non-licensure) with concentration in ABA is an option for incoming students who have only a bachelor's degree or otherwise do not have a suitable master's degree for the BCBA credential.

The MEd:LTET with concentration in ABA consists of the seven ABA Graduate Certificate courses (ABA 650 through 656) plus 4 additional ABA-related courses, which may include:

- SPE G 661 Autism Spectrum Disorder: Characteristics and Interventions
- ABA 661 Behavior Analytic Approaches to Psychological Disorders
- ABA 662 Culturally Responsive Practices in ABA
- ABA 663 Designing Behavior Analytic Research
- ABA 665 Verbal Behavior

The 4 courses after the ABA certificate are usually taken as 2 courses in the fall and 2 courses in the spring.

Applying to the MEd in Learning, Teaching & Educational Transformation: Direct application to LTET is no longer possible; students in good standing in the ABA Graduate Certificate program currently may join the LTET MEd with concentration in ABA with permission of the Program Director, without going through the admissions process again. A student may, in the spring semester after starting the certificate program, request permission to expand their program into the MEd.

Master's Degree and Initial Licensure in Moderate Disabilities: MEd:LTET

In addition, there is another master's degree option: a Master's degree and Initial Licensure in Moderate Disabilities.

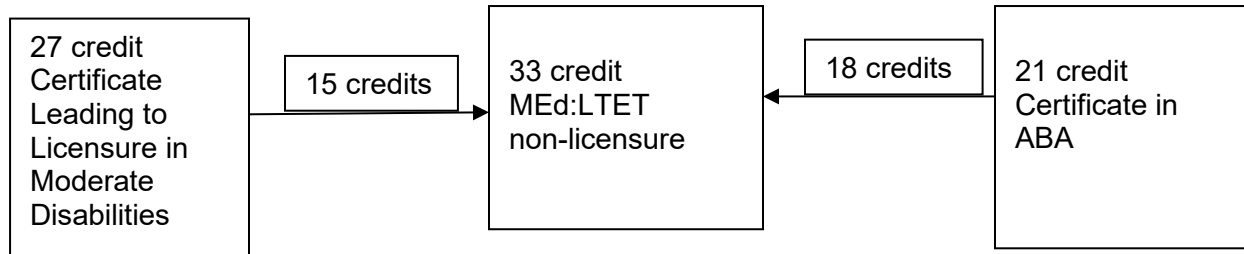
If you are admitted to the UMass Boston Graduate Certificate Leading towards Licensure in Moderate Disabilities, the LTET program will count 15 credits of the required 27 credits for the Moderate Disabilities Certificate, as well as 18 credits from the ABA Certificate courses, towards the MEd:LTET degree. The student would then need to complete an additional 12 credits beyond the MEd:LTET to complete the Graduate Certificate Leading towards Licensure in Moderate Disabilities and earn initial teacher licensure (6-credit student teaching and two additional 3 credit courses). See [Special Education Certificates - College of Education and Human Development \(umb.edu\)](#) for information on the Graduate Certificate Leading towards Licensure in Moderate Disabilities. If you are seeking a full master's degree in Special Education separate from the ABA program, contact the Special Education program for details.

Admission Procedures

Applying to the Graduate Certificate Program Leading towards Licensure in Moderate Disabilities always requires a separate application from the application to the ABA Graduate Certificate. You may use the same transcripts used for one application for another application if

you FAX (617.287.6236) or mail a short signed note to Grad Admissions requesting this, or email the signed note as an attachment to graduate.admissions@umb.edu.

After acceptance into both certificate programs, you would fill out a one-page form to “add” the LTET MEd. as a combination of both certificates.



Once admitted to the different programs, you have an advisor in each. These advisors provide guidance and support in determining the order of courses taken toward completion of each program of study. The LTET advisor can show which of the required ABA Graduate Certificate courses count for which LTET core course or as an elective. The LTET advisor can also show LTET students who have also been admitted to the Graduate Certificate in Moderate Disabilities with Initial Licensure which of the Moderate Disabilities courses can be counted for which LTET core course or as an elective. The LTET student can receive a MEd taking only courses required for the ABA and Moderate Disabilities Graduate Certificates.

Please contact the College of Education and Human Development Office of Student Success email: CEHDstudentsuccess@umb.edu; phone: 617-287-7625 for additional information about the special education graduate certificate.

Future MS in ABA

Our future 39-credit Master of Science degree in ABA with an optional specialization in Autism Studies is currently moving through the UMass Boston governance process. Once the MS in ABA is fully approved by the University, a student will be able to apply directly to the MS.

VII. Applying for Financial Aid for the ABA Graduate Certificate Courses

Applying for Financial Aid as a Matriculating Student: You may apply for financial aid, in the form of a student loan, by following the steps below.

The qualifications for federal financial aid are:

- Matriculation in the ABA Graduate Certificate Program
- U.S. citizen or eligible noncitizen
- Taking six or more credits for each semester for which aid is requested
- Have a valid Social Security number

To apply for a student loan, go to <https://studentaid.gov/> and complete your [FAFSA](#) (Free Application for Federal Student Aid). UMass Boston's school code is 002222. Visit <https://finaid.umb.edu/apply> for additional guidance. The FAFSA must be renewed for each academic year you are requesting financial aid.

When you apply for financial aid, the university will be contacted, and will contact you when they receive approval of your aid. They will prepare the financial aid packet for you. The amount will include tuition, fees, and an estimated amount for books and transportation. You might be selected randomly to submit documentation to verify the information you provided on your online application.

Since you would have been officially admitted to the ABA Graduate Certificate Program, the UMass Boston financial aid office will assume that you will register for at least six credits per semester. However, if you have NOT registered for the required six credits by the official university Add/Drop deadline, they will rescind your financial aid.

NOTE: If you will begin the ABA Graduate Certificate Program in fall as a non-matriculating student, go to the UMass Boston website for financial aid options (private loans) which are less extensive than for matriculating students:

http://www.umb.edu/admissions/financial_aid_scholarships/

If you plan to use financial aid, you MUST register for all the courses taken within the semester before the add/drop period ends.

Note: Also see http://www.umb.edu/bursar/payment_information/ for payment information, such as a payment plan.

VIII. Applicant Checklist

All applicants need to complete the following checklist and to sign off on this form.

I have completed and reviewed the Applicant Information Sheet and have reviewed the following documents: (Please check off)

- _____ I have accessed and reviewed the BACB Web site www.bacb.com
- _____ I have read the Course Description and Application Process sections
- _____ I have read the Course Sequence Information section
- _____ I have read the schedule of registration and costs for each course and will register and pay my tuition and fees in a timely manner
- _____ I have frequent access to a computer to obtain materials and participate in activities on the course Web site
- _____ I have a BCBA supervisor and have provided contact information and a signature from the supervisor on the AIS form

Signature

Date

Please sign and date this sheet and submit it and the **Applicant Information Sheet (following)** as an attachment to Jill.Tilton@umb.edu (preferred), fax them to 617-287-7249, or you may send the completed and signed forms to the address below.

ABA Program
Center for Social Development and Education
University of Massachusetts, Boston
Healey Library 10-28A
100 Morrissey Blvd.
Boston, MA 02125

APPENDIX
APPLICANT INFORMATION SHEET
(AIS)

Applicant Name: _____

Mailing Address: _____

E-mail Address: _____

Home Phone Number: _____

Cell Phone Number: _____

Work Site or Practicum Site:
Address of Work or Practicum Site:
Work Phone Number:
Position Title:

Experience servicing people with disabilities
Locations _____ **Total number of years** _____
Type of work _____

Any language beyond English that you speak, and the level of your fluency:

Indicate by priority your preferred ABA class location
UMass Boston (live site) _____
Other sites involved via live interactive TV:
Grodin Center (Providence, RI) _____
League School (E. Walpole, MA) _____

Please check off all boxes that apply:

_____ I have attached a current job description to this form and a description of the setting in which I will be applying behavior analytic techniques

_____ I currently work in a setting in which I can apply behavior analytic strategies at a minimum of 10 hours per week and a minimum of 40 hours per month

_____ I am planning to sit for the certification examination at the completion of the 7-course sequence

_____ I am interested in sitting for the examination at a later date. Please explain:

.....

_____ I currently do not have a certified behavior analyst to serve as my BCBA supervisor and I am interested in obtaining information about supervision opportunities. A BCBA supervisor is required during the program.

_____ I currently have a certified behavior analyst to serve as my BCBA supervisor

_____ I have received attestation (see below) from my **BCBA supervisor** that I am currently applying behavior analytic strategies at a minimum of 10 hours per week (40 hours per month) or will be by the start of the ABA Graduate Certificate Program.

_____ My BCBA supervisor is licensed as a LABA in Massachusetts (if you intend to pursue Mass. licensure).

.....

BCBA SUPERVISOR ATTESTATION

_____ I am a Board Certified Behavior Analyst in good standing with the BACB

_____ I understand that you will contact me before the start of each course to provide information about the course content

_____ I attest that this applicant is working in a setting where they could be applying behavior analytic strategies at least 10 hours per week (40 hours per month)

_____ I attest that I plan to be the applicant's supervisor for the duration of the ABA Graduate Certificate Program, following the guidelines provided by the Behavior Analyst Certification Board (BACB)

Supervisor Name

Supervisor certificate number

Supervisor Address

Supervisor email address

Supervisor phone

Supervisor signature

Date