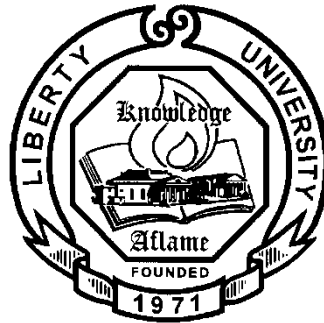


LIBERTY UNIVERSITY



MASTER OF ARTS Professional Counseling Marriage and Family Therapy

HANDBOOK

**School of Health Sciences
Center for Counseling and Family Studies**

2012-2013

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Authority of the Handbook

The policies and procedures described in this handbook supersede those described in previous handbooks and replace all other communications on issues addressed herein. Particular policies and procedures are Center for Counseling and Family Studies specific. The policies and procedures apply to current and newly accepted students. Students who are currently taking Master's courses in Professional Counseling and in Marriage and Family Therapy must adhere to these guidelines with the exception of any changes in the academic program.

Disclosure Statement

Enrollment in one of the MA licensure programs does not guarantee a degree from Liberty or qualification for professional licensure. Students are responsible for meeting all academic and professional requirements for graduation. Further information regarding these academic and professional requirements is outlined in this handbook. Students enrolled a MA counseling licensure program are responsible for knowing the material outlined in this handbook. Further, it is the sole responsibility of the student, not the program, to obtain information regarding prerequisites for licensure as outlined by their particular state board of counseling or marriage and family therapy.

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From the MA Program Director

The Center for Counseling and Family Studies, a department in the School of Health Sciences, promotes the biblical requisites for competent Christian counseling. The Graduate Counseling program, launched in 1981, is committed to providing quality professional training for healing human hurts from a perspective permeated by Christian faith. Our training in the theory and practice of counseling is designed for those seeking career opportunities in mental health agencies, hospital programs, private practices, church-related counseling centers, and other public and private facilities.

Liberty has always sought to produce Christ-centered men and women with the values, knowledge, and skills required to impact tomorrow's world. Our academic programs will prepare professionals who will demonstrate the highest levels of competence and determination. Viewing their vocations as a calling to do the will of God and to demonstrate a godly sensitivity to the needs of others, these specialists explore all dimensions of counseling, including the ethical, moral, and clinical issues in church and culture.

We look forward to serving you.

In His service,

Elias Moitinho, Ph.D.
Director of M.A. Licensure Counseling Programs

LIBERTY UNIVERSITY

General Information

Founded

1971

History

For more than 35 years, Liberty University has produced graduates with the values, knowledge, and skills required to impact the world. Founded by Dr. Jerry Falwell in 1971, Liberty University is a private, coeducational, undergraduate and graduate institution. The University offers 65 undergraduate and 37 graduate programs (including four doctoral programs).

Our 6,500-acre campus serves over 64,000 resident and external students. Our student body is highly diverse with individuals from all 50 states and more than 80 nations.

Liberty University is nestled in the foothills of the beautiful Blue Ridge Mountains and located on the south bank of the historic James River, in a region rich in history, culture, and outdoor recreational opportunities. For more information on the history, mission, and doctrine of Liberty University visit our website at: <http://www.liberty.edu/aboutliberty>.

Core Value

A core value of Liberty University is approaching academics from a biblical worldview. The integrity of the biblical worldview within social sciences is bolstered by the creation of a new position, Director of Integration. The purpose of this director is to ensure a healthy integration between the social sciences and biblical theology. While Liberty University adheres to the inerrancy and inspiration of the Scriptures, we also recognize that both theology and social sciences are impacted from the perspective of the observer.

Type

Liberty University is a religiously-oriented, private, coeducational, comprehensive liberal arts institution.

Mission

Maintaining the vision of the founder, Dr. Jerry Falwell, Liberty University develops Christ-centered men and women with the values, knowledge, and skills essential to impact the world.

Through its residential and online programs, the University educates men and women who will make important contributions to their workplaces and communities, follow their chosen vocations as callings to glorify God, and fulfill the Great Commission.

Accreditation

The University is approved by the State Council of Higher Education for Virginia, and is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate, bachelor, master, and doctoral degrees. Liberty is also a member of the Association of Christian Schools International. Liberty is **not** accredited by the Council for Accreditation of Counseling & Related

Educational Programs. For further information on this accreditation, consult the agency website at www.cacrep.org.

Liberty University admits students of any race, color, and national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin, or handicap in administration of its educational policies, admission policies, scholarship and loan programs, or athletic and other school-administered programs.

The Graduate Counseling Program

Overview

The Center for Counseling and Family Studies (CCFS) is a department of the School of Health Sciences. The Graduate Counseling program, launched in 1981, is committed to providing quality professional training for healing human hurts from a perspective permeated by Christian faith. Our training in theory and the practice of counseling is designed to prepare students to work as licensed counselors in a variety of settings. The M.A. program provides foundational studies that equip students for licensure, to pursue doctoral studies and careers in community mental health and human service agencies, educational institutions, private practice, government, and business and industrial settings.

Purpose

The University mission is to develop “Christ-centered men and women with the values, knowledge, and skills essential to impact the world.” This mission is achieved, in significant measure, through offering rigorous academic programs. Consistent with the mission of the institution, the Center for Counseling and Family Studies seeks to educate the whole person within a framework of a reasoned Christian worldview; developing knowledge, values, and skills necessary for effective professional service.

Commitment to Diversity

Liberty University is a school founded in the fundamentals of the Christian faith. As believers in Christ, we must demonstrate our commitment to loving others (cf. Matthew 22:34-40; Mark 12:28-34; Luke 10:25-28), no matter how difficult and challenging.

The CCFS at Liberty University also affirms its commitment to the challenge of loving each person and diversity in an academic community. Our mission states:

The mission of the Center for Counseling and Family Studies is to demonstrate our Christ-like nature by maintaining an organizational culture that values academic excellence, spiritual growth, and promotes achievement of excellence through diversity of ideas and people.

Furthermore, counseling is a profession that fosters human growth and development in the cognitive, emotional, behavioral, relational, and spiritual domains of life. Our Christian counseling approach also supports the worth, dignity, potential and uniqueness of others who are made in the image of Christ. Our vision is focused on nurturing an academic community of diverse people and ideas and assuring that diversity enhances academic excellence and individual growth.

Our programs are comprised of persons that represent various national, ethnic, and denominational backgrounds. Learning to be respectful and appreciate other cultures will add to each student’s experience at Liberty. For that reason, we are committed to maintaining a diverse community in an atmosphere of mutual respect and appreciation of differences, which is fundamental to any counselor training program.

The CCFS provides an academic community for students, faculty, and staff to teach and learn from the experiences of others and to submit personal values and assumptions for reflection and critical examination. Student learning, professional and personal growth occur in a climate

that encourages a deepened appreciation of differences. Therefore, we do not discriminate in our educational and counselor training programs on the bases of: race, color, creed, religion, gender, age, national/ethnic origin, and physical or mental disability.

While recognizing the importance of all dimensions of diversity as mentioned above, the CCFS adheres to the following initiatives:

- To increase, through recruitment and retention measures, the diverse representation of students, faculty, and staff;
- Promote full implementation of professional standards of practice and multicultural counseling competencies across the curriculum and in specialized courses;
- To include issues of diversity throughout the instructional programs and professional development activities;
- To develop graduate assistantships opportunities to serve diverse student groups;
- To provide departmental opportunities for students and faculty to engage in the exchange of ideas and information related to diversity; and
- To maintain ongoing educational opportunities and equality of access to our academic community.

Admission Policies

1.1 Admission and Licensure

The 48 and 60 hour Professional Counseling and Marriage and Family Counseling degrees are designed to lead to professional licensure as outlined by individual state boards of counseling. Before enrolling in a licensure program at Liberty University, students should consult the rules and regulations regarding Professional Counseling and/or Marriage and Family Therapy for their particular state. More specifically, students should be aware of the following before enrolling in one of Liberty University's counseling programs:

- State regulations regarding licensure opportunities if an applicant has a previous felony conviction.
- State regulations regarding the type and number of academic courses and practicum/internship hours.
- The state accreditation requirements for educational institutions.
- The state regulations and requirements for online graduate education programs.

To obtain your state's web address, go to:

<http://www.aascb.org/displaycommon.cfm?an=1&subarticlenbr=16>.

1.2 Admission Requirements

To be admitted to one of the counseling degree programs at Liberty, applicants to the must have:

- An earned baccalaureate degree or its equivalent from an institution accredited by an agency recognized by the U.S. Department of Education.
- An undergraduate cumulative GPA of at least 3.0 (on a 4.0 scale). Applicants who do not meet the minimum GPA requirement may be admitted on Academic Probation status but must enroll and successfully pass the graduate writing course (GRST 500) and maintain a GPA of 3.0 within the first semester of admission.
- Successfully completed a minimum of 6 semester hours of coursework in psychology or a closely related field of study (e.g., sociology, human services, social work) and 3 hours of statistics. Applicants who have not successfully completed those courses admitted with the provision that they must complete the undergraduate coursework within the first two semesters of study. Students will not be permitted to progress in the program if they have not met the undergraduate prerequisites within the first two semesters of enrollment.

1.3 Application Checklist & Procedure

All requirements and procedures stated in the Admissions and Academic Information sections of the Liberty University Catalog will apply unless stated to exclude M.A. program. The instructions and forms that are needed are available online at: <http://www.liberty.edu/admissions/index.cfm?PID=145>.

Official Transcripts

Applicants must submit an official transcript indicating successful completion of a baccalaureate degree, or individual courses, from an accredited institution. An "official" transcript is one that is received directly from the educational institutions attended, or is sent to us (by any party) within the original, sealed, university envelope. Official transcripts should be sent to the Office of Graduate Admissions. Former Liberty University students must personally request transcripts from the University Registrar.

Self-Certification Form (for individuals who have not completed a bachelor's degree).

If you are sending in a preliminary transcript for acceptance, you must be in your final semester and planning to start your Master's degree after the last date of class for your Bachelor's degree. In order to be considered for full acceptance, you must fill out a bachelor's self certification form. This form is available on-line at <http://www.luonline.com/media/9932/SelfCertificationFormBach.pdf>.

If you are going to be enrolled in your Bachelor's and Master's degree program at the same time, you must send in your application* and contact the Registrar's office to fill out a Dual Enrollment application. *Non-Liberty University undergraduate students do not need to send in an application. You must contact the Registrar directly to complete dual enrollment.

TOEFL Test Scores: The Test of English as a Foreign Language™ TOEFL® (international students only) TOEFL® is required for foreign students or students for whom English is a second language (minimum score of 600; 250 if computer-based; 100 Internet-based). An official TOEFL score report must be submitted to the University before an admission decision can be made. A score of 100 is required for the internet-based test for all graduate degree programs. In addition, the Office of Graduate Admissions may require students whose native official language is not English to submit TOEFL scores, if such documentation is deemed necessary. Enrollment in certain courses may be determined by the TOEFL score in conjunction with other diagnostic assessments administered after the student matriculates on campus. Information regarding the TOEFL may be obtained from: TOEFL services, The Educational testing Service, P.O. Box 6151, Princeton, New Jersey, 08541 or online at www.toefl.org.

Applicants must submit each of the “items” listed above to the Office of Graduate Admission before being considered for acceptance to the program. Admission decisions are not made until all documentation has been received and evaluated.

The office of Graduate Admissions reserves the right to use professional judgment when conducting admission reviews and may request additional documentation to evaluate a candidate’s record. In addition, if certain documentation is not available or does not meet admission standards, the Office of Admissions reserves the right to offer admission to students based on professional judgment.

Applicants who have not successfully completed the 6 hours of psychology or related studies and the 3 hours of statistics may be admitted with the provision that they must complete the undergraduate coursework within the first two semesters of study. Applicants must have an undergraduate cumulative GPA of at least 3.0 (on 4.0 scale) and be in good standing. Applicants who hold a cumulative GPA below a 3.0 GPA may be admitted on academic probation as long as their GPA is higher than a 2.0. These students are evaluated based on their cumulative GPA after their first semester of enrollment. A student may take up to 12 credits per semester. However, we never recommend more than 6 credits per semester for probationary students. A Professional Counseling or MFT student that is admitted on academic probation must have a cumulative GPA of 3.0 after their first semester to avoid academic suspension. Applicants who hold a bachelor’s degree from an unaccredited institution may be admitted on probation if they meet certain minimum criteria.

1.4 Special Student (Non-Degree) Status

Students who are not seeking degrees but who meet the necessary academic requirements for admission to the University may enroll in master’s level courses as Special students. These students are limited to 6 semester hours in their first enrollment period or semester, and may accumulate no more

than 9 semester hours under this status. Special students are required to take Coun 667 from LU, even if they have completed this course from another university, before enrolling in practicum/internship.

Students admitted under “Special Status” may not begin practicum or internship until they have met the following requirements:

1. They must have completed the following prerequisite courses, either at LU or another regionally accredited university: COUN 501, 502, 503, 504, 505, 510, 512, 521, 601, and 646.
2. Students must have a cumulative GPA of 3.0 or better.
3. Submitted an official transcript to the Coordinator of Internship. The student’s transcript will be evaluated for prerequisite coursework and the student will be notified of acceptance.

1.5 Graduate Writing Course (GRST 500)

Students admitted on academic probation for a GPA < 3.0 will be automatically enrolled in the Graduate Writing Course (GRST 500). The purpose of this course is to improve graduate student writing skills. Students must successfully complete this course in order to remain enrolled in the program.

1.6 Notification of Admission to the program

Admission decisions normally are made within a few weeks following the receipt of all of the student’s documentation. Official notification of admission, and of any conditions attached to that admission, is sent by letter to the applicant by the Office of Graduate Admissions. Correspondence or notification from other sources does not constitute official notice of admission. The term for which the applicant is admitted is stated in the official admission letter from the Office of Graduate Admissions.

Academic Policies

2.1 Program Intent

The Center for Counseling and Family Studies (CCFS) Masters of Arts in Professional Counseling and Marriage and Family Therapy provides students with an integration of academic course work and applied learning experiences through practica and internships. Students are expected to master course work considered essential to the master's level professional preparation of counselors who seek to offer services consistent with a biblical worldview. Though students are encouraged to evaluate their own specific needs and to take advantage of available resources for personal and professional development, several learning outcomes are applicable to all students. Students will be able to:

1. Demonstrate appropriate knowledge in all core curricular areas of counseling in preparation for taking licensure exams and in procuring employment in the mental health field.
2. Demonstrate appropriate research and report writing skills including the use of APA format and computer technology.
3. Integrate Biblical principles and secular theories in a responsibly eclectic manner.
4. Incorporate ethical and legal standards in the counseling arena.
5. Assess, diagnose, and treat clients with a broad array of presenting problems and mental disorders using multiple counseling skills in established best practices.
6. Evaluate diverse individual, group and family populations in order to effectively determine a treatment for client(s).

Additional

1. Evaluate child, adolescent, and marriage and family clients in order to effectively determine a treatment. (Outcome for Marriage and Family program).

2.2 M.A. Programs

The Center for Counseling and Family Studies offers three M.A. programs; Master of Arts in Professional Counseling (48 hour & 60 hour) and Master of Arts in Marriage and Family therapy (60 hour). Each program offers the student an opportunity to emphasize a different focus.

1. Master of Arts in Professional Counseling (48 hour program)

The 48-hour Master of Arts in Professional Counseling prepares one to pursue state licensure in states that only require 48 hours of course work. The academic requirements vary among States. **Students are responsible for becoming familiar with licensure requirements of the state from whom they will seek future licensure before enrolling in a degree program.**

2. Master of Arts in Professional Counseling (60 hour program)

This 60 hour program is specifically designed to meet the requirements for licensure in the state of Virginia. For other states, it may provide electives which may be used to meet the requirements of the individual states. **Students are responsible for becoming familiar with licensure requirements of the state from whom they will seek future licensure before enrolling in a degree program.**

Both Professional Counseling degrees provide students with a thorough background in areas of integration of faith and practice; individual and group counseling theories and skills; clinical practice;

ethical, professional, and legal issues in counseling; social and cultural factors in counseling; human development across the lifespan; work, leisure, and career development theories and interventions; appraisal and assessment issues in counseling; and the application of research methodology and statistics to understand mental health issues.

This program provides appropriate education for students seeking career opportunities in mental health agencies, private practices; ministry related counseling centers, and other public and private facilities.

3. Master of Arts in Marriage and Family Therapy (60 hour program)

The Marriage & Family Therapy program consists of a minimum of 48 hours of course work from the Professional Counseling program, plus 4 additional courses. This degree program is appropriate for those seeking licensure as Marriage & Family Therapists (LMFT) for the state of Virginia. For other states, it may provide electives which may be used to meet the requirements of the individual states. **Students are responsible for becoming familiar with licensure requirements of the state from whom they will seek future licensure before enrolling in a degree program.**

Students' internship experiences must consist of work with couples, families, and individuals from a systems perspective, with the majority of the direct service clock hours occurring with couples and family units.

This degree provides students with a thorough background in areas of integration of faith and practice; individual, group and family counseling theories and skills; clinical practice; ethical, professional, and legal issues in counseling; social and cultural factors in counseling; human development across the lifespan; work, leisure, and career development theories and interventions; appraisal and assessment issues in counseling; and the application of research methodology and statistics to understand mental health issues.

This program provides appropriate education for students seeking career opportunities in mental health agencies, private practices; ministry related counseling centers, and other public and private facilities.

2.3 Course Requirements

A student must maintain a minimum of a 3.0 GPA to remain in the program. While all course grades are averaged into the GPA, course credit toward degree completion is not granted for a grade of D or F. A student may petition the registrar's office for permission to retake a course in which he or she received a grade of C or below. (See section 2.15)

2.4 Transfer of Credits

Students may transfer 12 hours of credit for the 48-hour professional counseling degree leaving a minimum of 36 hours to be earned through LU. Students may transfer 15 hours for the 60-hour professional counseling and marriage and family degrees leaving a minimum of 45 hours to be earned through LU. For a transferred course to replace a Liberty University course, the following requirements must be met:

1. The institution at which the course(s) were completed is a regionally or nationally accredited institution approved through the Department of Education.

2. The course(s) were taken in another Master of Arts in Professional Counseling or another closely related graduate field.
3. The course(s) were completed within the previous 8 years.
4. The student earned a grade of B or better in the course(s).
5. The course(s) overlap one of Liberty's courses by at least 80%.
6. The course credit must be at least 3 semester hours or five quarter hours

Courses with a grade of "CR" or "P" will only be considered if the grade equals a B or higher. **Courses from a completed bachelor's or master's degree are non-transferable.** Credit will not be awarded for life experience or continuing education workshops. The following courses are non-transferable: COUN 501, 505, 506, 507, 512, 667, 698, 699.

It is the responsibility of each applicant to supply transcripts along with a request to have the credit applied to the degree program. Students may be requested to submit the course syllabus for any course work being considered for transfer along with a rationale of why the student believes the course meets the program's requirements. The office of transcript evaluations will process the information.

2.5 Dual Degrees

Students seeking to change degree programs, or obtain a second degree thru Liberty, may do so. However, the number of credits allowed to be applied toward the second degree may not exceed the maximum amount of transfer credit allowed for that degree. In cases where two degrees share required courses in excess of the maximum amount of transfer credit allowed for the second degree, the student must take additional courses and use them as substitutions for the shared courses.

2.6 Required Intensive Courses

Students in the 48 and 60-hour professional counseling programs are required to take COUN 505, 512, and 667 courses in residence (on campus). Students in the 60-hour marriage and family program are required to take COUN 505, 512, 602, 610 and 667 in residence. These courses are offered several times each semester. Students are required to come to campus for one- week long classes for each course.

2.7 Independent Studies and Directed Studies

There may be times when state licensing boards require courses that we do not teach in our M.A. counseling. It is the policy of this department that independent studies and directed studies not be offered. Students who need specific course work unique to their state and not offered through our program are encouraged to seek these classes in their specific state.

2.8 Programs of Study

The following charts list the courses students should take and the order and times they should enroll in the courses. Students are notified that this curriculum guide is a planning document. It is not a substitute for regular consultation with their faculty advisor. This guide is subject to change. Use this guide for course planning and for discussions with your faculty/academic advisor each semester.

1. M.A. in Professional Counseling: Residential and Distance - 48 hours

COURSE #	COURSE NAME	HOURS
COUN 501	Counselor Professional Identity, Function & Ethics	3
COUN 502	Human Growth & Development	3
COUN 503	Research and Program Evaluation	3
COUN 504	Social and Cultural Foundations of Counseling	3
*COUN 505	Counseling Techniques & the Helping Relationship	3
COUN 506	Integration of Psychology & Theology	3
COUN 507	Theology & Spirituality in Counseling	3
COUN 510	Theories of Counseling	3
*COUN 512	Group Process	3
COUN 521	Individual Appraisal	3
COUN 522	Career Development & Counseling	3
COUN 601	Marriage & Family Counseling I	3
COUN 646	Psychopathology and Counseling	3
*COUN 667	Clinical Diagnosis & Treatment Planning	3
COUN 670	Comprehensive Exam - CPCE	0
COUN 671	Comprehensive Exam - Integration	0
COUN 698	Practicum (may be repeated with approval from the Clinical Coordinator)	3
COUN 699	Counseling Internship (may be repeated with approval from the Clinical Coordinator)	3
	Total	48

* Residential intensive only

**2. M.A. in Professional Counseling:
Residential and Distance - 60 hours**

COURSE #	COURSE NAME	HOURS
COUN 501	Counselor Professional Identity, Function & Ethics	3
COUN 502	Human Growth & Development	3
COUN 503	Research & Program Evaluation	3
COUN 504	Social and Cultural Foundations of Counseling	3
*COUN 505	Counseling Techniques & the Helping Relationship	3
COUN 506	Integration of Psychology & Theology	3
COUN 507	Theology & Spirituality in Counseling	3
COUN 510	Theories of Counseling	3
*COUN 512	Group Process	3
COUN 521	Individual Appraisal	3
COUN 522	Career Development & Counseling	3
COUN 601	Marriage & Family Counseling I	3
COUN 646	Psychopathology & Counseling	3
*COUN 667	Clinical Diagnosis & Treatment Planning	3
COUN 670	Comprehensive Exam - CPCE	0
COUN 671	Comprehensive Exam - Integration	0
COUN 699	Counseling Internship (may be repeated with approval from the Clinical Coordinator)	3
COUN 711	Diagnosis & Treatment of Addictive Behaviors	3
COUN Elective	(600/700 or Seminar)	3
COUN Elective	(600/700 or Seminar)	3
COUN Elective	(600/700 or Seminar)	3
COUN Elective	(600/700 or Seminar)	3
	Total	60 hours

**3. M. A. in Marriage and Family Therapy:
Residential and Distance - 60 hours**

COURSE #	COURSE NAME	HOURS
COUN 501	Counselor Professional Identity, Function & Ethics	3
COUN 502	Human Growth & Development	3
COUN 503	Research & Program Evaluation	3
COUN 504	Social and Cultural Foundations of Counseling	3
*COUN 505	Counseling Techniques & the Helping Relationship	3
COUN 506	Integration of Psychology & Theology	3
COUN 507	Theology & Spirituality in Counseling	3
COUN 510	Theories of Counseling	3
*COUN 512	Group Process	3
COUN 521	Individual Appraisal	3
COUN 522	Career Development & Counseling	3

COUN 601	Marriage & Family Counseling I	3
COUN 646	Psychopathology & Counseling	3
*COUN 667	Clinical Diagnosis & Treatment Planning	3
COUN 670	Comprehensive Exam - CPCE	0
COUN 671	Comprehensive Exam – Integration	0
COUN 698	Practicum (may be repeated with approval from the Clinical Coordinator)	3
COUN 699	Counseling Internship (may be repeated with approval from the Clinical Coordinator)	3
COUN 602 or COUN 611	Marriage and Family Counseling II Counseling Children and Their Families	3
COUN 603	Pre-Marital Counseling	3
*COUN 610	Human Sexuality	3
COUN 620	Counseling Adolescents & Their Families	3
	Total	60

* Residential intensive only

2.9 Recommended Course Sequence

(Please note that the following plan is subject to change as we attempt to improve the curriculum and our scheduling sequence.)

1. Course Sequencing for MA in Professional Counseling 48 Hour Track Degree

Semester	Courses	Semester	Courses	Semester	Courses
1 st Semester	COUN 501 COUN 502 COUN 503	2 nd Semester	COUN 504 COUN 510 *COUN 505	3 rd Semester	COUN 506 *COUN 512 COUN 646
4 th Semester	COUN 507 COUN 521 COUN 601	5 th Semester	COUN 522 *COUN 667 COUN 670/671	6 th Semester	COUN 698
7 th Semester	COUN 699				

* one week residential intensive

2. Course Sequencing for MA 60 hour LPC Licensure Requirement (Specific to VA State Licensure*)

July 2008 Revision: This document supersedes all other prerequisite lists for Counseling.

Semester	Courses	Semester	Courses	Semester	Courses
1 st Semester	COUN 501 COUN 502 COUN 503	2 nd Semester	COUN 504 **COUN 505 COUN 510	3 rd Semester	COUN 506 **COUN 512 COUN 646
4 th Semester	COUN 507 COUN 521 COUN 601	5 th Semester	COUN 522 **COUN 667 COUN 670/671 COUN 711	6 th Semester	COUN 699 COUN 610 COUN 602

** Required one-week intensive classes.

3. Course Sequencing for MA in Professional Counseling 60 Hour LMFT Track Degree

Semester	Courses	Semester	Courses	Semester	Courses
1 st Semester	COUN 501 COUN 502 COUN 503	2 nd Semester	COUN 510 COUN 504 COUN 505	3 rd Semester	COUN 506 COUN 512 COUN 646
4 th Semester	COUN 507 COUN 521 COUN 601	5 th Semester	COUN 522 COUN 667 COUN 670/671 #COUN 603	6 th Semester	COUN 698 *COUN 611 or* 602
7 th Semester	COUN 699 #COUN 620 #COUN 610				

Bold Print are courses unique to the LMFT in Virginia

*Electives for LMFT in VA. To complete the hour requirement select from either course.

#Taken after the 4th semester. COUN 602 content is specific to VA LMFT, whereas COUN 620 & COUN 610 are required by Liberty's 60 hour Marriage and Family track. A total of 60 semester hours with a concentration in M/F therapy is required for VA's LMFT. (Requirements subject to change by the state of VA). **Students who are located in states that require 60 hours for licensure will need to research their state's requirements for necessary or required electives that are needed for their specific state.**

2.10 Course Prerequisites

The following are the courses that require prerequisite work. This should guide you in selecting the order of your courses.

Course Number	Prerequisites
COUN 501	
COUN 502	
COUN 503	MATH 201 (or PSYC 355)
COUN 504	
*COUN 505	COUN 501, 502
COUN 506	
COUN 507	
COUN 510	All UG prereqs must be taken before student can progress from this point
*COUN 512	COUN 501, 502
COUN 521	COUN 501, 502, 503
COUN 522	COUN 501, 502,
COUN 601	COUN 501, 502,
COUN 602	COUN 501, 502, 601
COUN 603	COUN 501, 502
COUN 604	
*COUN 610	
COUN 611	COUN 501, 502
COUN 620	COUN 501, 502
COUN 646	COUN 501, 502, 503, 510
*COUN 667	COUN 501, 502, 503, 505, 510, 521, 646
COUN 670/671	COUN 501, 502, 503, 504, 505, 506, 510, 512, 521, 522, 667
COUN 687	
COUN 698	COUN 501, 502, 503, 504, 505, 506, 510, 512, 521, 601, 646, 667
COUN 699	COUN 501, 502, 503, 504, 505, 506, 510, 512, 521, 601, 646, 667, 698**
COUN 711	COUN 501, 502, 503
COUN 747	COUN 501, 502, 503, 510, 646
Advanced Electives	The courses listed below are Ph.D. level classes that can be taken as electives for this degree track.
*COUN 712	COUN 501, 502, 503, 510, 646
*COUN 713	COUN 501, 502, 503, 510, 646
*COUN 716	COUN 501, 502, 503, 510, 646
COUN 714	By instructor permission only
*COUN 800	COUN 501, 502, 503, 510, 521, 522, 646
*COUN 805	By instructor permission only
*COUN 806	By instructor permission only
*COUN 850	By instructor permission only
*COUN 797	By instructor permission only
Independent Study Only	The courses listed below are taught only as an independent study and require

Courses	the student to submit an appeal to the program director
COUN 625	COUN 501, 502, 503, 510, 512, 601
COUN 630	COUN 501, 502, 504
COUN 668	
COUN 690	
COUN 691	COUN 501, 502, 503, 504, 505, 506, 510, 512, 521, 522, 601, 646, 647
COUN 695	

* Residential Electives

Important Note: Students who are located in states that require 60 hours for licensure will need to research their state's requirements for necessary or required electives that are needed for their specific state. Liberty University or the CCFS are not responsible to inform students of specific educational requirements for state licensure.

2.11 Faculty/Academic Advising

Liberty **residential students** are assigned a residential faculty advisor, according to the first letter of the student's last name.

A – B	Dr. Anita Knight	aknight7@liberty.edu
C – D	Dr. John Thomas	jcthomas2@liberty.edu
E – F	Dr. Denise Daniel	ddaniel@liberty.edu
G – H	Dr. Fernando Garzon	fgarzon@liberty.edu
I – K	Dr. Ed Barker	ebarker@liberty.edu
L – M	Dr. Scott Hawkins	smhawkins@liberty.edu
N – O	Dr. Mary Deacon	mmdeacon@liberty.edu
P – R	Dr. Fed Volk	fvolk@liberty.edu
S – T	Dr. Jeanne Brooks	jdbrooks6@liberty.edu
U – V	Dr. David Jenkins	djenkins@liberty.edu
W-Z	Dr. Elias Moitinho	emoitinho2@liberty.edu
Dr. Victor Hinson (as needed by the chair)		vdhinson@liberty.edu

Online students work with a team of Academic Advisors throughout their program. Online advisors can be contacted through:

www.luonline.com

1-800-424-9596 or

www.coun@liberty.edu

It is always the responsibility of the student to be aware of University policies and regulations and state licensing requirements affecting his or her program. Advisors cannot advise on matters pertaining to the regulations of state licensure boards.

2.12 Comprehensive Examination

All MA counseling students must satisfactorily complete a comprehensive (comp) examination as part of the requirements for graduation. The purpose of this exam is to test both the student's knowledge of completed courses and general knowledge of counseling. This exam also prepares students for state licensure by providing them with an introduction to a typical, multiple-choice, timed exam given by state licensure boards.

The Comprehensive examination is offered at the end of the Coun 667 intensives offered throughout the year, as well as, the third Saturday of February, July, and October. Students need to register with the Comprehensive Examination Coordinator at: counselingcompexam@liberty.edu at least four weeks

prior to the date of the examination.

Liberty University Graduate Department of Counseling is utilizing the Counselor Preparation Comprehensive Examination® (CPCE®), published by the Center for Credentialing and Education, Inc., which is an affiliate of the National Board for Certified Counselors, Inc. (NBCC®), for the majority of the examination.

Important: Due to the limitations put on us by the CPCE®, we do not mail this exam to test proctors, and must offer the exam on campus here at Liberty University. Therefore, students may travel to Lynchburg to take this exam. We understand this poses a great inconvenience to our DLP students, and we offer an option to take the CPCE® exam at any accredited school in your state that offers this exam to their students. Since this exam is nationally recognized a number of graduate schools offer this exam.

The Center for Credentialing & Education (CCE) provides information for possible alternative testing locations to Liberty University students as a special favor, not as a requirement. Please be aware the Universities you contact may not be testing during your needed time frame and/or they may choose not to allow you to test with their students. Should either of these be the case, you will be required to test at Liberty University. Additionally, the Universities establish their own test dates throughout the year, and are only required to give CCE a 30-day notice. To find out what schools offer CPCE® in your state, please contact CCE at cce@cce-global.org. Once you locate the school that is willing to administer CPCE® to you, please contact via email the Comprehensive Exam Coordinator at: counselingcompexam@liberty.edu.

The CPCE® covers the eight common-core areas of the Council for the Accreditation of Counseling and Related Educational Programs (CACREP®), as defined by their Standards for Preparation:

Human Growth and Development – studies that provide an understanding of the nature and needs of individuals at all developmental levels.

Social and Cultural Foundations – studies that provide an understanding of issues and trends in a multicultural and diverse society.

Helping Relationships – studies that provide an understanding of counseling and consultation processes.

Group Work – studies that provide an understanding of group development, dynamics, counseling theories, group counseling methods and skills, and other group work approaches.

Career and Lifestyle Development – studies that provide an understanding of career development and related life factors.

Appraisal – studies that provide an understanding of individual and group approaches to assessment and evaluation.

Research and Program Evaluation – studies that provide an understanding of types of research methods, basic statistics, and ethical and legal considerations in research.

Professional Orientation and Ethics – studies that provide an understanding of all aspects of professional functioning including history, roles, organizational structures, ethics, standards,

and credentialing.

The comprehensive examination given by Liberty University will include the CPCE®, consisting of 160 items with 20 items per CACREP® area. In addition each Liberty University Master of Arts in Counseling student will be required to answer an additional ninth area of:

Integration – studies that provide an understanding of the integration of theology and psychology.

You must complete at least 30 hours of graduate coursework, including the core areas above and coun 667, and must have an overall GPA of 3.0 before attempting to take the comprehensive examination.

Students must be aware that it takes about four hours to complete the CPCE® portion of the comprehensive examination which consists of the CPCE portion and the integration portion. Students will be registered for either the COUN 670 or COUN 671 and will have a class fee in the amount of \$45.00 charged to their student account. The fee pays for the CPCE examination, grading, and postage and handling. Students taking this exam at another location will need to contact the testing site for information regarding the fee. Additionally, the integration portion of the comp exam will not be offered when you sit for the CPCE exam at an off-site location. This portion will need to be administered by a proctor selected by you, but approved by the comprehensive examination coordinator. If you decide to take the integration portion of the exam off-site, you will need to notify the coordinator via email.

Students are allowed three attempts to pass also sections of the comp exam. If after three tries a student has not been able to pass the comprehensive examination, the student will not qualify for a master's degree in the licensure tracks. At that point, students may choose to apply to the Human Services program degree for possible conferral of the MA in Human Services degree.

The best way to prepare for the comprehensive examination is to develop a study schedule (such as three months) that allows you to spend some time preparing in each of the different areas of study. Divide your study time so that you spend roughly equivalent time preparing for each area. Study consistently. Do something relaxing and get a good night's rest the night before the examination.

Please allow two weeks for the exam results. Once these exams are processed, a notice will be sent to you immediately notifying you of the results.

Please contact, the Comprehensive Examination Coordinator, at counselingcompexam@liberty.edu to sign up for the examination. If you are will be taking the exam at another location, please notify the comp coordinator of the location and date.

There is no official study guide for the CPCE®. Since the CPCE® and the National Counselor Examination for Licensure and Certification (NCE®) are based on the same eight knowledge areas, *any study materials* developed for the NCE® should be useful for the CPCE®. A good source to start with is a book called *Encyclopedia of Counseling* by H. Rosenthal.

As you prepare for the Integration part please refer to the following sources:

McMinn, M. R. (1996). *Psychology, theology, and spirituality in Christian counseling*. Carol Stream, IL: Tyndale House Publishers. ISBN: 0-8423-5252-X.

Entwistle, D. N. (2010). *Integrative approaches to psychology and Christianity* (2nd ed.). Eugene, OR: Wipf and Stock. ISBN 978-1-55635-944-6.

These books have been required for your COUN 506 course. Use the following study guide to prepare for the integration exam

http://www.liberty.edu/media/1118/INTEGRATION_EXAM_STUDY_GUIDE_A.pdf.

2.13 Practicum and Internship

1. **Prerequisites:** *To be adequately prepared for this course, the student must have completed the following graduate-level credit hours in counseling with a grade C or above: COUN 501, 502, 503, 504, 505, 506, 507, 510, 512, 521, 601, 646, and 667. Students must be in good standing with a 3.0 GPA or above with the University in order to be approved. ** The prerequisite courses are non-negotiable and must be completed prior to the start of the Practicum/Internship.*

**In order to begin practicum/internship the student's site and supervisor must be approved by LU. In order to be approved to register for the Practicum/Internship, all documents must be submitted 30 days prior to the start date of the semester the student plans to begin the Practicum/Internship. Students must receive approval from the Director of Clinical Training in order to register for the course.*

2. **Purpose:** The primary focus of the Practicum/Internship experience is the application and continued development of counseling skills. During the practicum/internship experience, the student learns to integrate and synthesize theories and techniques learned in the classroom and apply them in a real work setting. Additionally, students develop personal qualities, characteristics and behaviors of a professional counselor, and transition from "trainee" to "professional practitioner."

Since most, if not all, course work has been completed by this time; students contribute to the cooperating site by assisting staff in carrying out many clinical activities. In order for students to successfully pass the practicum/internship classes that student must demonstrate the ability to:

- Establish rapport and effective working relationships with client(s).
- Conduct a psychosocial history that includes client background information, behavioral observations, current functioning, quality of relationships, and resources and challenges.
- Develop client case conceptualizations that lead to accurate diagnosis using the DSM.
- Develop treatment plans that will motivate clients through the use of evidence-based strategies for clients' identified problem(s).
- Present case studies in scheduled supervision sessions.
- Maintain an effective counseling process and relationship until the client(s)' problem(s) have been resolved.
- Utilize feedback, direction, and constructive criticism from supervision and consultation in order to enhance professionalism in counseling.
- Document clinical work in a way that meets the standards of the counseling site, insurance companies, and the state in which the student is working.
- Work cooperatively and effectively within an agency setting and initiate appropriate professional relationships with mental health professionals outside that agency as needed.

If, during the practicum/internship, a student fails to successfully demonstrate any of the skills above, that student will be notified by their supervisor. The supervisor will also notify the leadership team for the Center for Counseling and Family Studies. The leadership team will then determine the nature and reason for the skills deficit. At that point, students may be placed on hold in the program in order to fulfill remediation procedures aimed to address and resolve the deficits. These remediation procedures can include such things as requiring the student to retake certain courses and /or seek personal counseling, etc. If, after remediation, the student is unable to correct the deficits, the leadership team will meet to decide the best course of action for the student up to and including removal from the program.

3. **Preparation: Students are advised to become familiar with state(s) licensure requirements where they will be seeking future licensure.** Each student will need to meet requirements in his/her fieldwork experience for whichever is greater- Liberty University or the state the student resides. (i.e. Florida requires 1000 hours of graduate fieldwork experience). Students are expected to be familiar with their requirements, supervisory requirements and their state requirements. Please see link for state licensing boards:
<http://www.nbcc.org/directory/Default.aspx>. Students are also required to read over all the materials made available on the Practicum/Internship website:
<http://www.liberty.edu/index.cfm?PID=6333>.
4. **Complete background checks.** You need to know that state boards review an applicant's criminal history to determine if he/she is ineligible to hold a license. If you have a criminal history, you will need to contact your state board of counseling to determine if you are eligible for a counseling license in that state. Due to these varying licensure requirements our programs require you, as a counselor in training, to complete background checks. Clearance of the background checks will be required for the practicum.
5. **Finding a site:** Students are responsible for finding their practicum/internship site and their site supervisor. They are advised to allow a minimum of three to four months for the process.
6. **Getting Approval:** Students will submit an online application through the SharePoint submission portal by using a link posted on the practicum/internship webpage (<http://www.liberty.edu/index.cfm?PID=6333>). Students will attach their approval documents to the online application. The online application with attached approval documents must be submitted by the application deadline that is displayed on the practicum/internship webpage. Blank copies of the approval documents are available for download on the practicum/internship webpage. Registration for the COUN 698 practicum and the COUN 699 internship courses is three times each year in the A term of the fall, spring, and summer semesters.
7. **Registration:** Once a student's online application and attached approval documents have been approved, the practicum/internship office will automatically enroll the student in COUN 698 or 699.
8. **Complete the Financial Check-in.**

2.14 Break in Enrollment

For Liberty Online students, students who discontinue course work for a fiscal year period (ends at the end of June) will break enrollment. This one year time period is measured from the date of the last course's original deadline date forward to the same date one year later. Students will be required to follow a reapplication process and will be held responsible for the requirements under the most current graduate catalog.

For example, if a student ends their last class on or before June 30, 2012 and he/she wants to start a class that begins on any date from July 1, 2013 - June 30th, 2014, then he/she will need to re-apply before they can begin classes. If a student ends their last class on July 1, 2012 or afterwards, then

he/she does not need to reapply for any classes they want to start between July 1, 2013 and June 30, 2014.

For residential students, students who discontinue course work for a semester period (fall or spring semester) will break enrolment. However, enrollment in the summer semester is not considered discontinuation. For example, if students did not enrolled in the spring semester of 2012, then they have to re-apply for the fall semester of 2012.

2.15 Statute of Limitations

The time limit for completing the Master degree from the enrollment date of the first course taken is seven years. Any Professional Counseling or MFT courses taken at Liberty, which are over seven years old will need to be repeated in order for a student to graduate with the Professional Counseling or Marriage and Family Therapy degree.

2.16 Course Repeat Policy

In order to graduate from one of the professional counseling programs, a student must maintain an overall GPA of 3.0 on a 4.0 scale. A course grade of “D” or “F” cannot be used to fulfill the requirements of the program. A maximum of two courses (6 hours) with a grade of “C” can count toward graduation if the student maintains a GPA of 3.0. There is a maximum of two course repeats.

2.17 Attendance & Interruption of Study

Attendance is defined for students as **any** submission to Blackboard within the enrollment dates of the course (such as examinations, written papers or projects, any discussion board posts, etc.) and initiating **any** communication with their professors regarding an academic subject or course materials. Liberty University defines academically related email communication as any question regarding the course subject, course materials, related projects, discussion board, and/or assignments. This does not include where to purchase course materials, how to drop/withdraw from the course, or anything else unrelated to the course subject matter or operations of the course.

Roster Verifications: If a student initiates communication with the course ***instructor regarding an academic subject or course content** during the first week of the course but does not make any submissions to Blackboard the student will be marked as “attending” in the course roster.

Failure by Non-Attendance (FN): If a student stops making submissions to Blackboard for a period of 21 days but is still communicating with the instructor regarding his/her course; the student will not be given an FN. Only after a period of 21 full days without course submissions or communication from a student will the student be assigned an FN.

* Some topics that would constitute academic related questions:

- Questions about test answers
- Questions regarding the topic of papers or content covered in tests or quizzes
- Questions requiring further clarification on a discussion board topic, etc.

*Some topics that would **not** constitute academic related questions:

- Emails planning on submitting assignments
- Emails asking for additional time to submit assignments
- Emails asking how or where to purchase course materials

2.18 American Psychological Association Format

The Graduate Counseling Program requires the APA writing style to be used in all submitted coursework. The most recent edition of the Publication Manual of the American Psychological Association is highly recommended for every student. It is imperative that all graduate students become familiar with and use this writing format.

Financial Policies

3.1 Tuition and Fees

Information about tuition and fees for the Master of Arts in the Professional Counseling and the Marriage & Family Therapy courses can be found at the following website:

<http://www.liberty.edu/index.cfm?PID=14286>.

3.2 Financial Aid

For questions and resource information regarding financial aid see the following website:

<http://www.liberty.edu/financeadmin/financialaid/index.cfm?PID=294>.

Student Expectations

4.1 Professional Organizations

A significant arena in which counselors can make an impact is within the field through involvement with professional organizations. Students are encouraged to join the American Association of Christian Counselors (AACC), Christian Association of Psychological Studies (CAPS), the American Counseling Association (ACA), and/or the American Association of Marriage and Family Therapy (AAMFT). Most professional organizations offer reduced membership rates to students as well as the following benefits: receipt of professional publications (journals and newsletters); reduced registration fees for professional meetings (seminars, conventions, workshops) that are sponsored by the particular organization; eligibility for member services (library resource use, legal defense funds and services, group liability insurance); involvement in activities and issues which are directly or indirectly pertinent to the profession (legislation and professional credentialing including licensure, certification); affiliation with other professionals having interests and areas of expertise similar to one's own.

4.2 Academic Honesty & Plagiarism

As a Christian institution, Liberty University holds its students to high standards of ethics. One significant area of integrity in academics is honesty. Students are expected to submit only their own work. Further, students are expected to neither give nor receive assistance of any kind that is not specifically permitted on graded assignments or examination. For specific policy information, see the Graduate Student Code of Honor found at the Graduate Student Affairs website:

<http://www.liberty.edu/index.cfm?PID=19155>.

4.3 Academic Appeal Policy

To appeal a grade or a decision regarding academic honesty, follow the policy & procedure outlined at the graduate student affairs website: <http://www.liberty.edu/index.cfm?PID=19155>.

4.4 Counseling Faculty-Student Interaction

The faculty is responsible to interact with counseling students in a supervisory capacity/role. As such, faculty may provide students professional principles, guidance, and recommendations as it relates to the context of the student-client setting. The faculty are responsible to avoid dual

relationships with students such as entering a student-counselor or student-pastor relationship. Thus, faculty do not provide personal counseling addressing student personal problems. If a faculty member perceives that a student is in need of personal or professional counseling then that faculty member will recommend that the student pursue either pastoral or professional assistance from a counselor in their community.

In the event of a student's disclosure, either verbally, or in writing, of either threat of serious or foreseeable harm to self or others, abuse or neglect of a minor, elderly or disabled person, or current involvement in criminal activity, the faculty, staff, administrator or supervisor, will take immediate action. This action may include, but is not limited to, immediate notification of appropriate state law enforcement or social services personnel, emergency contacts, and notification of the appropriate program chair or distance learning dean. The incident and action taken will become part of the student's permanent record.

4.5 Professional Development and Remediation

To successfully complete the counseling program at Liberty University and be eligible for graduation, a student must be able demonstrate proficiency in four areas:

1. Scholastic competency as evaluated through the comprehensive examination (see section 2.10 of handbook) given at the completion of core curriculum and by maintaining an overall GPA of 3.0.
2. Acquisition of, and ability to, apply counseling skills with a diverse population and to a standard generally acceptable by licensed professional counselors. This ability is evaluated primarily through faculty and consultants who teach the Counseling 505, 512 and 667 courses and in conjunction with the student's approved supervisor during practicum/internship.
3. Emotional and mental stability and maturity in interaction with others including the ability to maintain healthy boundaries, communicate appropriately, successfully manage personal anxiety or uncomfortable feelings, work collaboratively with others and resolve interpersonal conflict. This proficiency is evaluated throughout the program in all interactions with faculty, staff, administrators, supervisors, adjuncts and fellow students and includes both verbal and written communications.
4. Adherence to the Professional Identity and Standards as outlined by the American Counseling Association's Code of Ethics and the Liberty Graduate Student Code of Honor. This proficiency is evaluated throughout the program in all interactions with faculty, staff, administrators, supervisors, adjuncts and fellow students and includes both verbal and written communications.

The counseling faculty will develop and evaluate students on the above areas of proficiency on an ongoing and consistent manner in all settings in which faculty and students interact. This interaction can include formal and informal settings such as classroom, online communication, advising and personal conversations.

More specifically, it is the desire of the faculty to assist students in the development of personal characteristics that are conducive and vital to the identity and practice of professional counseling. Thus, students will be developed and evaluated on the following characteristics:

1. Responsibility – Includes punctuality, timeliness, owning one's own behavior, feelings and actions; conscientiousness toward work and assignments
2. Self Awareness – is aware and assumes responsibility for one's impact on others
3. Emotional Regulation – Aware of one's own emotions and ability to express and manage own feelings and anxiety appropriately and effectively

4. Openness – willing to receive and use feedback
5. Cooperativeness – able to work well with others. Recognizes and seeks to directly address conflict with other party(ies) involved.
6. Integrity – Adherence to the appropriate professional code of ethics and laws
7. Communication – honest, respectful oral and written communication with others

Students are evaluated on each item using a 1-5 scale. A score of 2 or less on any item indicates to the faculty a need for training and intervention. (See Student Professional Development Plan, Appendix C, p. 46).

If, during the course of a student's studies, a faculty, staff, administrator or supervisor believes a student is impaired or deficient in professional identity and/or behavior as outlined above, that person will begin remediation procedures aimed to provide the student with information and actions to correct the impairment/deficiency. Remediation may include such actions as recommendations for personal counseling, review of the ethics code, completion of particular courses, etc. For more information on this procedure see the Graduate Student Affairs website at:

<http://www.liberty.edu/academics/graduate/index.cfm?PID=19155>.

4.6 Sexual Harassment

Sexual harassment, like harassment on the basis of color, race, religion, or national origin has long been recognized as a violation of Section 703 of Title VII of the Civil Rights Act of 1964, as amended. Such behavior does not befit a committed Christian. Accordingly, Liberty University strongly disapproves of sexual harassment and intimidation of its employees.

4.7 Personal Counseling

Students are strongly encouraged to seek group and individual counseling as a part of the educational experience. As Christians who are called to serve others with the training of a professional counselor, it is imperative that we deal with our own personal issues that may interfere with our ability to impact others in meaningful ways. Moreover, experiences as a client will help the counselor better understand the client's experience in counseling.

General Information

5.1 Course Delivery Formats

The M.A. Program offers courses in multiple-delivery formats:

Format 1: Traditional residential

Residential degree programs are primarily completed through participation in face-to-face courses on the Liberty University campus. These residential experiences occur in a variety of formats. Courses are offered in the traditional semester format during the Fall and Spring semesters.

Format 2: One-week Intensive

Offered in and throughout each semester and summer, one-week intensive courses involve five eight-hour class days. Students must enroll a minimum of 60 days in advance and complete the required pre-class assignments prior to beginning class. Students are expected to enter the first class session with the necessary textbooks, a printed copy of the course syllabus, and the completed pre-class assignments. Students should read the required texts prior to the beginning of class. Class is in session from 8:00 a.m. until 5:00 p.m. with an hour for lunch. Students may be expected to complete group assignments or homework during the evening hours after class. In most cases, major exams will not be given during the week of class, unless specifically stated in the course syllabus and pre-class information. Grades are posted according to end of semester deadline dates issued by the registrar's office.

Format 3: Online Format Blackboard®

This degree program is available via distance learning with minimal residency requirements. The University has adopted *Blackboard®*, an online software platform, as its primary delivery method. Students can access individual sessions, have interaction with other students taking the same course, utilize links to online resources, view supplemental streaming video clips, and receive direct feedback from their professors using this innovative means of delivery.

Format 4: Blended Format

Blended degree programs are completed through any one of following combinations

- Online courses and traditional residential courses
- Online courses and one-week on-campus
- Online courses, traditional residential courses, and on-campus intensives.

5.2 Graduate Assistantships

The Center for Counseling and Family Studies has a limited number of Graduate Assistantships (GA) positions to award on an annual basis. These assistantships are intended to support the instructional and administrative needs of the graduate programs. Some of the responsibilities include assisting faculty, and completing administrative duties associated with management of the Center for Counseling and Family Studies. Applications can be obtained at the Human Resources website: <http://www.liberty.edu/administration/humanresources/index.cfm?PID=174>.

5.3 Computer Needs

Each student at Liberty University is expected to demonstrate computer literacy prior to admission to the program. Each course in the M.A. program requires the student to use computer programs,

which function in the process of course completion. In order to successfully accomplish the requirements, students **must** have access to a computer that has the capacity to:

- Read and write in Microsoft Office® software (Microsoft Office® is available to Liberty University students for a small charge through the Liberty University Helpdesk or Café.)
- Access online sites including the Liberty University website
- Send and receive email via Liberty Webmail. ***The student is required to use Liberty Webmail in all correspondence with the University.***
- Operate SPSS software for computer data analysis

For information on recommended hardware, software, operating systems and student discounts on computers, see the Liberty Information Technology website at:

<http://www.liberty.edu/information/services/index.cfm?PID=20923>

5.4 Email Account and Communication

Upon admission each student is assigned a computer account and an email address on Liberty University's system. **Correspondence from the campus, including the Center for Counseling and Family Studies Office, will be delivered via this email address. Students are strongly urged to check their Liberty University email accounts daily for communication from the university and counseling faculty.**

Students are expected to communicate in a professional manner at all times whenever emailing classmates, professors, or any employee of Liberty University. Because there is no accompanying tone of voice, facial expressions or body language, email communication is more easily misinterpreted than face-to-face. Your emails should be courteous and well thought out to avoid knee-jerk responses that will be interpreted as "flaming" or sarcasm. Communicate complaints directly to the individual involved. Do not send a blanket email to everyone in the class or to administrative personnel until you have communicated your concerns directly to the person involved and allowed them time to respond. Do not post a message to the class on Blackboard that is more appropriate for an individual. Avoid offensive language of any kind.

5.5 Dress Code

When on campus, students are expected to comply with the dress code outlined in the *Graduate School Code of Honor* found at the Graduate Student Affairs website: <http://www.liberty.edu/index.cfm?PID=19155>.

Appendixes

- A. M.A. Course Descriptions**
- B. Academic Planning Sheets**
- C. Student Professional Development Plan**
- D. Teaching Faculty**

M.A. COURSE DESCRIPTIONS

Core Courses

COUN 501 Counselor Professional Identity, Function and Ethics (3 hours): This course introduces students to concepts regarding the professional functioning of counselors and marriage and family therapists including history, roles, professional organizations, ethics, legalities, standards, and credentialing. Current issues in therapeutic practice in a variety of professional settings are explored.

COUN 502 Human Growth and Development (3 hours): This course includes a survey of the organic, social, and psychological factors that influence the development of personality. It seeks to understand what makes a person distinctively different along with a critical evaluation of various theories of personality development, particularly as they relate to questions of values and religious commitment.

COUN 503 Research and Program Evaluation (3 hours): Prerequisite: MATH 201 or equivalent. Students learn the importance of scientific inquiry in the fields of counseling and marriage and family therapy. Emphasis is on research methods (designs, statistical analysis, needs assessment, and program evaluation) and locating, interpreting, and evaluating research and program evaluation articles that inform evidence-based practice. Ethical and cultural relevance is also addressed.

COUN 504 Social and Cultural Foundations in Counseling (3 hours): This course focuses on the contribution of ethnic background to family makeup and functioning. Major ethnic groups are studied along with the counseling, social justice, and advocacy approaches appropriate to each. In a similar fashion, the overarching cultural context of relationships, including factors such as age, gender, sexual orientation, religious and spiritual values, mental and physical characteristics, education, family values, socioeconomic status, and within group as well as between group cultural differences are examined. Theories of multicultural counseling, identity development, pluralistic trends, and systems-oriented intervention strategies (couple, family, group, and community) are considered. Counselor cultural self-awareness and the role of counseling in eliminating biases, prejudice, oppression, and discrimination are emphasized.

COUN 505 Counseling Techniques & the Helping Relationship (3 hours): Prerequisites: COUN 501, 502. This experiential and didactic course provides students an understanding of effective interventions from individual, relational and system perspectives. Students also examine personal characteristics and their effect on individual, couple, and family counseling using case discussion and analysis.

COUN 506 Integration of Psychology and Theology (3 hours): Students critically examine the implications of a Christian worldview for counseling and marriage and family practice. Ethical issues relevant to the use of spiritual and religious interventions with individuals, couples, and families are considered, along with current research related to spirituality and counseling.

COUN 507 Theology and Spirituality in Counseling (3 hours): An examination of the content, comprehensiveness, and validity of several counseling theories that have been developed by prominent Christian counselors.

COUN 510 Theories of Counseling (3 hours): Prerequisites: This course provides an intensive look at selected theories of counseling and psychotherapy. Theoretical and empirical foundations of individual, relational, and systemic approaches are examined. Students are encouraged to begin to define their own theoretical approach to their work with individuals, couples, and families.

COUN 512 Group Process (3 hours): Prerequisites: COUN 501, 502. This course enables students to understand the types of groups, their purpose, development and dynamics, counseling theories, and group counseling methods and skills. Ethical and legal considerations of group counseling are also explored. Students are required to participate in small groups for educational and self-assessment purposes.

COUN 521 Individual Appraisal (3 hours): Prerequisites: COUN 501, 502, 503. A survey of the appraisal methods in counseling, marriage and family therapy and education is given. Basic psychometric properties of these are also examined along with issues related to the use and interpretation of tests. Emphasis is on the use of tests by counselors, marriage and family therapists and educators.

COUN 522 Career Development and Counseling (3 hours): Prerequisites: COUN 501, 502, 503. This course provides students an understanding of career development and related life factors. Students study career development theory and decision-making models, procedures for planning and conducting effective job searches, assessment instruments and techniques relevant to career planning and decision-making, and the use of career information. Emphasis is placed on understanding the interrelationships between career development and career decision-making and such factors as God's calling, family, socio-economic status, leisure, individual interests and abilities, and other life roles.

COUN 601 Marriage and Family Counseling I (3 hours): Prerequisites: COUN 501, 502 and 504. This course considers the dynamics of marriage and family relationships from a systems perspective. The emphasis is on understanding the family and other systems theories, the structure and function of marriage, various aspects of the marital relationship and family systems, and models of family and systematic interventions.

COUN 602 Marriage and Family Counseling II (3 hours): Prerequisites: COUN 501, 502, and 601. This course is an experiential exploration of selected, major treatment approaches utilized in premarital, marital and family counseling. Development of practical skills, interventions and techniques constitute the primary focus.

COUN 603 Premarital and Marital Counseling (3 hours): Prerequisites: Coun 501, 502. This course introduces students to a variety of approaches that have been developed for through premarital counseling. The course also teaches students a conceptual model of understanding the variety of ways marriages can become dysfunctional, and introduces them to short-term method that can be used when those kinds of problems develop.

COUN 604 Crisis Counseling and Brief Therapy (3 hours): An examination of the theory and practice of crisis intervention and approaches to brief therapy.

COUN 610 Human Sexuality (3 hours): An analysis of the physiological, psychological, cultural, and religious aspects of a wide range of topics in the area of human sexuality. Emphasis is on the development of an understanding and appreciation of the role of sexuality in individuals, couples and families throughout the various phases of the life cycle.

COUN 611 Counseling Children and Their Families: Prerequisites: COUN 501, 502. The developmental and psychological needs and problems of children are examined through the analysis of personality types and family structure. Counseling techniques (e.g. play therapy) for children are also examined.

COUN 620 Counseling Adolescents and Their Families (3 hours): Prerequisites: COUN 501, 502. This course examines the transitions of adolescence emphasizing family, social, spiritual/moral, and physical issues. Counseling theories and practices for working with adolescents are explored. Opportunities for application of theory are provided.

COUN 630 Gerontology and Counseling (3 hours): This course acquaints the counselor with the issues and problems unique to the elderly in American society. Topics such as suffering, societal attitude, and family structures are examined.

COUN 646 Psychopathology and Counseling (3 hours): Prerequisites: COUN 501, 502, 503, and 510. This course studies various forms of psychopathology, etiological factors, differential diagnoses, and current therapeutic approaches. Students are introduced to the DSM, with attention also given to relational and systemic considerations.

COUN 667 Clinical Diagnosis and Treatment Planning (3 hours): Prerequisites: COUN 501, 502, 503, 505, 510, 521, and 646: Students become knowledgeable of the principles of clinical diagnosis and the development of treatment plans. The current edition of the Diagnostic and Statistical Manual is emphasized, with consideration also given to dimensional, relational, and systemic issues important in diagnosis and treatment planning.

COUN 670 Comprehensive Exam – CPCE (0 hours): Prerequisites: COUN 501, 502, 503, 504, 505, 506, 510, 512, 521, 522 and 667: must be taken no earlier than completion of the prerequisite courses listed. The Comprehensive Exam-CPCE (Counselor Preparation Comprehensive Exam) must be successfully completed prior to degree conferral. *Exam fee of \$45 will be billed to the student's account, due to outside institution administrative fees.

COUN 671 Comprehensive Exam – Integration (0 hours): Prerequisites: COUN 501, 502, 503, 504, 505, 506, 510, 512, 521, 522 and 667: must be taken no earlier than completion of the prerequisite courses listed. The Comprehensive Exam-Integration must be successfully completed prior to degree conferral. There is no charge for the Integration part.

COUN 687 Counseling Women (3 hours): This course examines the most common problems women bring to counseling, including developmental and situational crises. It explores biblical perspectives and the most effective treatments for these situations.

COUN 690 Thesis (3hours)

COUN 695 Directed Research in Counseling (1 to 3 hours). Prerequisite: Offered to M.A. and Th.M. students or by permission of instructor and advisor: Designed for advanced students in good standing who have demonstrated an ability to work on their own. Students will work with the instructor in developing a proposal for guided research in a specified area of counseling.

COUN 697 Seminar in Counseling (3 hours): An intensive study of a specific subject in counseling. This course allows variation in the approach and content of the regular curriculum.

COUN 698 Practicum (3 hours*) Prerequisites: COUN 501, 502, 503, 505, 506, 507, 510, 512, 521, 601, 646, and 667. *This course may be repeated.

Students will complete counseling and counseling-related experiences under supervision of an approved supervisor in a professional setting. The primary focus is the development of counseling skills. Student counseling performance is evaluated throughout the practicum.

COUN 699 Counseling Internship (3 hours*) Prerequisites: COUN 501, 502, 503, 505, 506, 507, 510, 512, 521, 601, 646, 667, and 698 (if in 48-hr degree). *This course may be repeated. This course requires student participation in a supervised counseling experience in an approved site. While gaining direct service experience with clients, students regularly meet with an approved onsite supervisor. Student counseling performance is evaluated throughout the internship.

COUN 711 Diagnosis and Treatment and Addictive Behaviors (3 hours) Prerequisites: Ph. D student or M.A. student who has completed COUN 501, 502, 503. The psychological and psychosocial effects of various drugs are examined, along with current information about the addictive patterns and behaviors of individuals, couples and families. Emphasis is placed on counseling skills and techniques from individual, relational, and systemic perspectives in working with various types of addictive behaviors.

COUN716 Consultation and Counseling (3 hours) Prerequisites: Ph.D. student or MA student who has completed COUN 646. Consultation strategies in working with individuals and groups are surveyed. Topics, problems and research are taken from counseling, adult education, community service agencies, and instructional technology.

REQUIRED COURSES (48 hours)	Hrs	Semester	Grade
COUN 501 Counselor Professional Identity, Function, and Ethics	3	_____	_____
COUN 502 Human Growth and Development	3	_____	_____
COUN 503 Research and Program Evaluation	3	_____	_____
COUN 504 Social and Cultural Foundations in Counseling	3	_____	_____
COUN 505 ¹ Counseling Techniques and the Helping Relationship	3	_____	_____
COUN 506 Integration of Psychology and Theology	3	_____	_____
COUN 507 Theology and Spirituality in Counseling	3	_____	_____
COUN 510 Theories of Counseling	3	_____	_____
COUN 512 ¹ Group Process	3	_____	_____
COUN 521 Individual Appraisal	3	_____	_____
COUN 522 Career Development and Counseling	3	_____	_____
COUN 601 Marriage and Family Counseling I	3	_____	_____
COUN 646 Psychopathology and Counseling	3	_____	_____
COUN 667 ¹ Clinical Diagnosis and Treatment Planning	3	_____	_____
COUN 670 ² Comprehensive Exam - CPCE	0		PASS
COUN 671 ² Comprehensive Exam - Integration	0		PASS
COUN 698 Practicum (may be repeated)	3	_____	_____
COUN 699 Counseling Internship (may be repeated)	3	_____	_____
TOTAL HOURS	48		

Graduation Requirements

48 total hours

A minimum of 36 hours must be completed through Liberty University, not to include credits from a prior degree earned through Liberty

A maximum of 12 hours of transfer credit, including credit from a degree on the same academic level previously earned through Liberty, may be applied to the degree
 3.00 GPA or higher

No more than two (2) grades of C may be applied to the degree

No grade of D may be applied to the degree Successful completion of Comprehensive Exam

Degree must be completed within 7 years

All Resident students are required to enroll in and pass GRST 500 in their first semester

All Online students admitted on Academic Probation are required to enroll in and pass

GRST 500 in their first semester

Submit Graduation Application at the beginning of the final semester

Note

¹Intensive

²Counseling Comprehensive Exam prerequisites:
 COUN 501, 502, 503, 504, 505, 506, 510, 512,
 521, 522

REQUIRED COURSES (60 hours)	Hrs	Semester	Grade
COUN 501 Counselor Professional Identity, Function, and Ethics	3	_____	_____
COUN 502 Human Growth and Development	3	_____	_____
COUN 503 Research and Program Evaluation	3	_____	_____
COUN 504 Social and Cultural Foundations in Counseling	3	_____	_____
COUN 505 ¹ Counseling Techniques and the Helping Relationship	3	_____	_____
COUN 506 Integration of Psychology and Theology	3	_____	_____
COUN 507 Theology and Spirituality in Counseling	3	_____	_____
COUN 510 Theories of Counseling	3	_____	_____
COUN 512 ¹ Group Process	3	_____	_____
COUN 521 Individual Appraisal	3	_____	_____
COUN 522 Career Development and Counseling	3	_____	_____
COUN 601 Marriage and Family Counseling I	3	_____	_____
COUN 646 Psychopathology and Counseling	3	_____	_____
COUN 667 ¹ Clinical Diagnosis and Treatment Planning	3	_____	_____
COUN 670 ² Comprehensive Exam - CPCE			PASS
COUN 671 ² Comprehensive Exam - Integration			PASS
COUN 699 Counseling Internship (may be repeated)	3	_____	_____
COUN 711 Diagnosis & Treatment of Addictive Behaviors	3	_____	_____
<i>ELECTIVE COURSES (12 hours)</i>			
<i>Choose four (4) electives from the following disciplines: COUN³, CRIS⁴, LIFC⁴ and SUBS⁴</i>			
_____	3	_____	_____
_____	3	_____	_____
_____	3	_____	_____
_____	3	_____	_____
TOTAL HOURS	60		

Graduation Requirements

60 total hours

A minimum of 45 hours must be completed through Liberty University, not to include credits from a prior degree earned through Liberty

A maximum of 15 hours of transfer credit, including credit from a degree on the same academic level previously earned through Liberty, may be applied to the degree

3.0 GPA or higher

No more than two (2) grades of C may be applied to the degree

No grade of D may be applied to the degree

Successful completion of Comprehensive Exam

Degree must be completed within 7 years

All Resident students are required to enroll in and pass GRST 500 in their first semester

All Online students admitted on Academic Probation are required to enroll in and pass GRST 500 in their first semester

Submit Graduation Application at the beginning of the final semester

Note

¹Intensive

²Counseling Comprehensive Exam prerequisites: COUN 501, 502, 503, 504, 505, 506, 510, 512, 521, 522 & 667

³Choose a 600-700 level COUN elective or COUN seminar

⁴Choose a 500-700 level CRIS, LIFC or SUBS elective

REQUIRED COURSES (60 hours)	Hrs	Semester	Grade
COUN 501 Counselor Professional Identity, Function, and Ethics	3	_____	_____
COUN 502 Human Growth and Development	3	_____	_____
COUN 503 Research and Program Evaluation	3	_____	_____
COUN 504 Social and Cultural Foundations in Counseling	3	_____	_____
COUN 505 ¹ Counseling Techniques and the Helping Relationship	3	_____	_____
COUN 506 Integration of Psychology and Theology	3	_____	_____
COUN 507 Theology and Spirituality in Counseling	3	_____	_____
COUN 510 Theories of Counseling	3	_____	_____
COUN 512 ¹ Group Process	3	_____	_____
COUN 521 Individual Appraisal	3	_____	_____
COUN 522 Career Development and Counseling	3	_____	_____
COUN 601 Marriage and Family Counseling I	3	_____	_____
COUN 603 Pre-Marital & Marital Counseling	3	_____	_____
COUN 610 ¹ Human Sexuality	3	_____	_____
COUN 620 Counseling Adolescents & Families	3	_____	_____
COUN 646 Psychopathology and Counseling	3	_____	_____
COUN 667 ¹ Clinical Diagnosis and Treatment Planning	3	_____	_____
COUN 670 ² Comprehensive Exam - CPCE			PASS
COUN 671 ² Comprehensive Exam - Integration			PASS
COUN 698 Practicum (may be repeated)	3	_____	_____
COUN 699 Counseling Internship (may be repeated)	3	_____	_____
<i>Choose ONE of the following:</i>			
COUN 602 ¹ Marriage & Family Counseling II	3	_____	_____
COUN 611 Counseling Children & Families	3	_____	_____
TOTAL HOURS	60		

Graduation requirements

60 total hours

A minimum of 45 hours must be completed through Liberty University, not to include credits from a prior degree earned through Liberty

A maximum of 15 hours of transfer credit, including credit from a degree on the same academic level previously earned through Liberty, may be applied to the degree

3.00 GPA or higher

No more than two (2) grades of C may be applied to the degree

No grade of D may be applied to the degree

Successful completion of Comprehensive Exam

Degree must be completed within 7 years

All Resident students are required to enroll in and pass GRST 500 in their first semester

All Online students admitted on Academic Probation are required to enroll in and pass GRST 500 in their first semester

Submit Graduation Application at the beginning of the final semester

Note

¹Intensive

²Counseling Comprehensive Exam prerequisites: COUN 501, 502, 503, 504, 505, 506, 510, 512, 521, 522 & 667

**Center for Counseling & Family Studies
Student Professional Development Plan**

Student Name: _____

ID#: _____

Program: _____

Date: _____

Scale: 5- Excellent 4 – Good 3- Adequate 2- Poor 1 – Very Poor

I. Areas of Evaluation:

A. Responsibility – Includes punctuality, timeliness, owning one’s own behavior, feelings and actions; conscientiousness toward work and assignments.

5 4 3 2 1

Comments:

B. Self Awareness – is aware and assumes responsibility for one’s impact on others

5 4 3 2 1

Comments:

C. Emotional Regulation – Aware of one’s own emotions and ability to express and manage own feelings and anxiety appropriately and effectively

5 4 3 2 1

Comments:

D. Openness – willing to receive and use feedback

5 4 3 2 1

Comments:

E. Cooperativeness – able to work well with others. Recognizes and seeks to directly and appropriately address conflict with other person(s) involved.

5 4 3 2 1

Comments:

E. Integrity – Adheres to the appropriate professional code of ethics and laws; exhibits academic honesty

5 4 3 2 1

Comments

F. Communication – honest, respectful oral and written communication with others

5 4 3 2 1

II. Recommendations for Remediation:

Remediation recommendations must be met by: _____
Date

III. Consequences if remediation recommendations are not met by specified date:

Faculty Signatures: _____

Date:

III. Student Acknowledgement

I acknowledge that I have been found in need of remediation as specified above and have been provided a plan of remediation. I also acknowledge I understand the stipulations of my remediation plan and the consequences if I fail to meet the items specified in the remediation plan by the deadline indicated above.

I do not wish to respond

I wish to respond: (Please place comments here or attach a written letter to this form)

I wish to appeal

Student Signature: _____ Date: _____



LIBERTY UNIVERSITY

Center for Counseling and Family Studies

Teaching Faculty

The following information summarizes the professional achievements and qualifications of the Professional Counseling faculty.

Edgar E. Barker, Ph.D. (University of Iowa) is Professor of Counseling in the Center for Counseling and Family Studies. He is a licensed School Counselor in the State of Virginia and has served as a High School Counselor and taught 7th, 8th and 9th grade English. He has also served in a number of capacities at the university level, including as a Dean of Students, Director of Counseling, University Counselor, and has taught a variety of courses, primarily in the Behavioral Sciences. He spent nearly 20 years in Sweden, where he served as Head of English instruction for two institutions, as well as being a Certified Cambridge Examiner in English and spoke in numerous European countries on Christian and education-related topics in churches and other institutions. At Liberty University he has served as Moderator of the Faculty Senate, Associate Professor and Professor of Psychology and Chair of the Psychology Department prior to moving to his present position. He currently serves as one of the sponsors of the student AACC chapter at LU. His areas of emphasis in Counseling include Crisis Intervention, Trauma, PTSD, Sexual Abuse and Assault, the Psychology of Criminal Behavior, counseling victims of violence, and negative coping behaviors. In addition to his Ph.D., he has a graduate degree from Oxford University in Jewish Studies, M.S. and Ed.S. degrees in Guidance and Counseling from Ft. Hays State University. He studied Theology at Regent University, is ABD in Comparative Religions at the University of Lund, and ABD for a Doctor of Ministry at Liberty Baptist Theological Seminary. He can be reached at ebarker@liberty.edu

Jeanne Brooks, Ph.D. (Northcentral University). Dr. Jeanne Brooks has a PhD in psychology working in the field for over twenty years. She had a private practice with the Samaritan Counseling Center of East Texas for over ten years. Her specialty areas are working with troubled adolescents, alcohol and drug addiction, as well as helping children and families adjust to divorce. Dr. Brooks has worked in schools providing programming for alcohol/drug abuse and violence prevention. She has worked closely with the local Juvenile Probation Office providing parenting, alcohol and drug abuse, and healthy coping groups. Finally, she worked closely with the Courts in her area and surrounding counties providing psychological assessments, referral, and treatment services for children and parents adjusting to divorce. Her passion clearly has been children and her professional and personal life is indicative of this. She is amazed at the person God has transformed her into. She has personal knowledge and understanding of the abundance of unhealthy choices adolescents and young adults can make. However, she knows God has great plans for all His children and He will go at whatever lengths He needs to get His children's attention. Dr. Brooks believes the counseling process can often be the conduit God uses to bring His lost children back to Him. Since that first gentle tug God continually opens and closes doors for His children. Dr. Brooks personally has experienced God's hand in both opening and closing doors. She has been blessed in recently fulfilling her lifelong goal of obtaining a Doctor of Philosophy in

Psychology through Northcentral University. Although God opened that door for her another door/chapter was closed when Dr. Brooks was faced with the sudden loss of her husband. However, she has felt God's comfort as doors to her old life have closed in the opening of new doors in her new position as a faculty member of the Counseling and Family Studies Department and her move to Virginia. She can be reached at jdbrooks6@liberty.edu.

Tim Clinton, Ed.D. (The College of William and Mary) is President of the 50,000-member American Association of Christian Counselors (AACC), the largest and most diverse Christian counseling association in the world. He serves as Executive Director of the Center for Counseling and Family Studies at Liberty University and is Professor of Counseling and Pastoral Care. Licensed in Virginia as both a Professional Counselor (LPC) and Marriage and Family Therapist (LMFT), he is President of Light Counseling, Inc., in Lynchburg, VA.

Tim is author of *God Attachment: Why You Believe, Act, and Feel the Way You Do About God*, (Howard, 2010), *the Quick Reference Guide Series to Biblical Counseling* (Baker, 2009), *Marriage and Family Counseling* (Baker, 2009), *Sexuality and Relationship Counseling* (Baker, 2010), *Counseling Teenagers* (Baker, 2010) and *Counseling Women* (Baker, 2011). His other books include *Attachments: Why You Love, Feel, and Act the Way You Do* (Integrity, 2006), *Why You Do the Things You Do: The Secret to Healthy Relationships* (Thomas Nelson, 2009), *Loving Your Child Too Much: How to Stay Close Without Overindulging, Overcontrolling and Overprotecting* (Integrity, 2006), and *Turn Your Life Around: Break Free From Your Past to a New and Better You* (Faith Words, 2006). Tim is also the Executive Editor and co-author of *The Popular Encyclopedia for Christian Counseling* (Harvest House, 2011), *Caring for People God's Way: A New Guide to Christian Counseling* (Thomas Nelson, 2006), *Competent Christian Counseling: Foundations For Effective SoulCare* (WaterBrook, 2002), *The Bible for Hope* (Thomas Nelson, 2007); and *Trusted Friends* (Lifeway, 2007).

Aubrey L. Coy, Ed.D. (Liberty University), is the Director of Clinical Training and an Assistant Professor for the Center of Counseling and Family Studies at Liberty University. Dr. Coy recently earned her Doctorate of Education, specializing in Educational Leadership. She also holds a master's degree in Professional Counseling and an undergraduate degree in Political Science and Spanish from the University of Florida. Her current research is in higher education, the growth of online education, and faculty work satisfaction. She is also interested in research areas such as cultural diversity and populations of low socioeconomic status, specifically with adolescents. She has experience counseling children of divorce and teenagers who come from difficult backgrounds and are facing challenging futures. Dr. Coy taught high school history in south Florida before coming to Liberty. Currently, she teaches undergraduate and graduate counseling, human services, and life coaching courses through Liberty University's online and residential programs. She also oversees the Practicum and Internship training for Master level counseling students. As a University of Florida alumna, Dr. Coy continues remains true to her Gator roots and is a devoted follower of UF football. In her free time, she enjoys traveling, spending time outdoors, sports, and time with her family and friends. Her email address is alcoy@liberty.edu.

Denise Daniel, Ph.D., L.P.C., RN (Regent University) is currently the director of the licensure counseling programs and an Assistant Professor in the Counseling and Family Studies Department of Liberty University. Her job includes instruction, student advisement and research in both online and traditional classroom. Her most recent publication was titled, "The integration of technology into an online doctoral program in counselor education and supervision," which was co-authored with Martin Glass

and Richard Mason and published in The Journal of Technology in Counseling. Her most recent presentation included a poster presentation on, "Group cohesion and universality in an online support group," that was co-presented with Dr. Agatha Parks-Savage at the Southern Association of Counselor Educators and Supervisors Conference in Orlando, Florida. She is also a founder of Carin Counseling and Educational, an intensive group therapy experience for women. Online support groups, online therapy, and women's issues and development continue to be her primary research interests. She is a member of the American Counseling Association and the Association for Counselor Education and Supervision. She can be reached at ddaniel@liberty.edu.

Mary M. Deacon, Ph.D. (University of Virginia) is an Assistant Professor in the Center for Counseling and Family Studies at Liberty University. Her professional experiences include providing career, mental health, and substance abuse counseling in university and community mental health settings. Her teaching and research interests include the areas of girls' and women's career development, enhancing supervision for counselor-trainees, social justice, gender equity, and multicultural competency. Dr. Deacon has written in the areas of increasing participation of females in science, technology, engineering, and math (STEM) and developmental/social learning theories of career. She has presented her findings at several national conferences, including the American Educational Research Association, Association for Counselor Education and Supervision, Association for Assessment in Counseling and Education, National Career Development Association, and Association for Spiritual, Ethical, and Religious Values in Counseling. Dr. Deacon is a licensed professional counselor (Virginia), nationally certified counselor, and an approved clinical supervisor. She can be reached at mmdeacon@liberty.edu.

Fernando Garzon, Psy.D. (Fuller Theological Seminary) is an Associate Professor in the Center for Counseling and Family Studies at Liberty University. His diverse professional experiences include practicing as a clinical psychologist, directing the provider services department of a managed care insurance company, being an associate pastor for a Latino church, and doing pastoral care ministry. His research interests focus on investigating Christian interventions in counseling and evaluating counselor education practices in spirituality. Dr. Garzon has written in the areas of forgiveness, Christian inner healing prayer, multicultural issues, and lay counseling models of ministry. He is the faculty advisor of the student chapter of the American Association of Christian Counselors (AACC) at Liberty University and a board member of the Eastern Regional division of the Christian Association for Psychological Studies (CAPS). He is a frequent presenter at both CAPS and AACC conventions. Dr. Garzon can be reached at fgarzon@liberty.edu

Ronald Hawkins, Ed.D., D.Min. (Virginia Polytechnic Institute and State University); D.Min. (Westminster Theological Seminary); is the Vice Provost of Distance Learning and Graduate Studies and a Professor of Counseling and Practical Theology in the Center for Counseling and Family Studies at Liberty University. He has varied professional experiences including directing a College Counseling Center, practicing as a Licensed Professional Counselor in a private practice setting, and serving as a President, Associate Provost, Academic dean and Professor in a Collegiate and Seminary setting. As a licensed professional counselor, he has over 20 years of experience in mental health counseling, counselor training and consulting. His teaching and research interests include applied theories, career counseling, spirituality and mental health, the integration of psychology, theology and spirituality. He has published in and speaks frequently on the areas of Spiritual Foundations and Marriage, Strengthening Marital Intimacy, Redeeming Male Sexuality, Anger Management and Using the Bible in Counseling. He has consulted extensively with Christian organizations on subjects like Violence and Divorce, Counseling Victims of Trauma, Stress and Ministry, Curriculum Development in Theological Education and Institutional Effectiveness. Ron serves as an Executive Board Member for the American

Association of Christian Counselors and is a frequent presenter at Regional and National Conference presented by the AACC. He has been selected to Who's Who in American Education. He has taught abroad in countries like England, Russia, and Korea. Dr. Hawkins can be reached at rehawkins@liberty.edu

Scott Hawkins, Ph.D. (Liberty University) is the Associate Dean of the Division of Behavioral Sciences in the College of Arts and Sciences and Associate Professor of Counseling in the Center for Counseling and Family Studies. While at Liberty University, Dr. Hawkins has served as a faculty member in Psychology, Chair of the Sport Management Department, Director of the MA in Human Services, Chair of the Department of Family and Consumer Sciences, Chair of the Counseling Department, and Academic Director of the Center for Counseling and Family Studies prior to moving to his present position. Dr. Hawkins has over 20 years of experience in crisis, outpatient, intensive in-home and residential treatment settings in the public and private sectors and is certified in crisis intervention, mediation, adventure-based programming, and therapeutic restraint. He has consulted extensively with Christian and secular organizations on subjects like working with at-risk adolescents, counseling victims of trauma and abuse, marriage and family, and crisis intervention. Dr. Hawkins' teaching, publication, and research interests include the areas of childhood, adolescence, premarital, marriage and family, parenting, crisis intervention, and therapeutic outdoor recreation. Dr. Hawkins can be reached at: smhawkins@liberty.edu

Patricia A. Hinkley, Ed.D., LPC, LMFT (University of Sarasota) is the Online Administrative Chair and Associate Professor in the Center for Counseling and Family Studies. She has various past professional experiences in distance education and professional counseling. She has worked as a part time counselor for 19 years and has been a licensed professional counselor in the state of Virginia for 17 years, a licensed marriage and family therapist for 10 years, and a nationally certified counselor for 24 years. Her experience in distance education includes Academic Advising, Psychology Department Coordinator, Practicum & Internship Coordinator, Faculty Coordinator, Executive Director, Associate Dean as well as various teaching responsibilities over the past 25 years in both Psychology and Counseling. She received a "Liberty University Achievement Award" for her 4 year service as Executive Director for the distance learning program. Dr. Hinkley's teaching and research interests include the helping relationship and skill development, counseling women, counseling theories, psychopathology, diagnosis and treatment planning, and interpersonal communication. Her email address is phinkley@liberty.edu

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Anita Knight, Ph.D. (Regent University) is Assistant Professor in the Center of Counseling and Family Studies at Liberty University. Dr. Knight had a variety of experience in both clinical and educational settings before joining the Center of Counseling and Family Studies at Liberty University. While, at Regent University Dr. Knight studied effective techniques in counseling skills training with Dr. George Jefferson and presented research findings at local, state, national, and international conferences. Dr. Knight has also published articles in peer-reviewed journals, newsletters, and popular press venues. In addition Dr. Knight worked on the research team for the Institute for the Study of Sexual Identity (ISSI) and presented on the topic of the etiology of male homosexuality. During this time Dr. Knight also worked for a counseling ministry called Sought Out (she worked with individuals struggling with relational and sexual issues). Dr. Knight coordinated The Women's Center at a college campus, and provided supervision to counselor trainees, individual counseling, and group counseling for college students. Dr. Knight also worked on a National Science Foundation grant that allowed her to develop a program for helping students overcome Math Anxiety at three different college campuses. The program involved psycho-educational therapy groups, workshops, and individual counseling sessions to help college students overcome Math Anxiety, which is an educational barrier for women studying engineering, math and the sciences. Dr. Knight is currently co-authoring an invited article and a book with Dr. Lucinda West that will serve as a guide for math instructors, and school and college counselors working with students who struggle with math anxiety. Dr. Knight has been an invited speaker at Virginia colleges and Universities on topics such as: Overcoming Math Anxiety, Studying Smarter Not Harder, Spiritual Growth and Development, and Emotional Intelligence. Dr. Knight also served as head counselor for a Christian Substance Abuse Rehabilitation program for adolescent boys. Dr. Knight is a member of the Southern Association for Counselor Educators and Supervisors (SACES), The Christian Association of Psychological Studies (CAPS), The American Psychological Association (APA), and Chi Sigma Iota (International Counseling honors society). Her email address is: Aknight7@liberty.edu

Elias Moitinho, Ph.D., LPC-S, LMFT (Southwestern Baptist Theological Seminary) currently serves as Associate Professor of Counseling at the Center for Counseling and Family Studies. Dr. Moitinho holds a Master of Arts in Marriage and Family Counseling (MAMFC) and a Master of Arts in Religious Education (MARE) from Southwestern Baptist Theological Seminary (SWBTS). Dr. Moitinho is a Licensed Professional Counselor – Approved Supervisor (LPC-S) by the Texas State Board of Professional Counselors, a Licensed Marriage and Family Therapist (LMFT) by the Texas State Board of Marriage and Family Therapists, a Licensed Professional Counselor (LPC) by the Virginia Board of Counseling, and a Board Certified Professional Christian Counselor (BCPCC). Dr. Moitinho has many years of ministry and teaching experience having served in various roles such as pastor, counselor, seminary professor, and director of a Christian counseling center. Prior to joining Liberty he served as the Hope for the Heart Chair of Biblical counseling at SWBTS. Dr. Moitinho is interested in cross-cultural counseling focusing specifically on the Hispanic/Latino population, the use of Scriptures in counseling, marriage counseling, and family ministry. In addition to his ministry experience in his native country of Brazil, Dr. Moitinho

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Mark Myers, (Ph.D., ABD) is a former pastor of 12 years, a veteran of the U.S. Navy and is currently one of the Administrative Chairs for the Center for Counseling and Family Studies. He holds a M.A. in religion (Counseling), a M.R.E. in Religious Education and Counseling and a PhD (ABD) in Professional Counseling. He currently serves on the Elder board of directors of Point Harbor Community Church in Chesapeake Virginia. Including his pastoral counseling experience, Mr. Myers has clinical experience working with Virginia Baptist Hospital in-patient psychiatric center and with a local counseling agency doing court ordered adolescent counseling with at-risk youth. Mr. Myers has taught marital and pre-marital courses in both class and conference settings. He has taught at the high school level at Lynchburg Christian Academy. He is a certified Prepare and Enrich assessment administrator and recently completed training in Mindfulness at the University of Virginia Medical School. Mr. Myers has been on the faculty of Liberty University for three years and currently teaches Interpersonal Communication in the Human Services program. He is married to Ramona Myers (17yrs) and has a daughter, Chandler and son, Collin.

Clay Peters, Ed.D, LPC, CFMHE, NCC (University of Sarasota) is the Director of the M.A. in Human Services programs, and an Associate professor in the Center for Counseling and Family Studies. He has worked in a variety of settings, including being a pastor for seven years, and teaching in a Christian high school as a substitute and full-time Bible teacher. He has been an adjunct instructor at ECPI College of Computer Technology, teaching psychology and critical thinking. He was the Counseling Director in an alternative school setting for seven years with seriously emotionally disturbed kids, overseeing several counselors and masters-level interns, as well as doing all the tests and assessments required for their special education requirements. He has worked in both group and solo practices, primarily counseling children, adolescents, and adults. At LU he has been professor and Associate Chair in the Psychology department before coming to the Center. He is a Licensed Professional Counselor, a National Certified Counselor, a Nationally Certified Forensic Mental Health Evaluator, and completed training through the University of Virginia to perform competency to stand trial evaluations for juveniles for the Virginia court system. He performs numerous psychosocial evaluations for the Bedford Department of Social Services and the 24th Judicial Circuit Court of Virginia each year. His areas of teaching and interest are in personality disorders, criminal behavior, and research he is engaged in is doing psychosocial testing to determine if there are any outstanding personalities and/or traits of parents whose children are remanded into foster care. He has been married for 21 years to Catherine, and has one son, Nicholas (17yo). His email address is cpeters@liberty.edu.

Gary Sibcy, Ph.D. (The Union Institute and University, Cincinnati, OH.) is currently the Director of the PhD program in Professional Counseling. He is both a Licensed Clinical Psychologist and a Licensed Professional Counselor and has been in private clinical practice for the past decade. He currently practices at Piedmont Psychiatric Center, a private practice owned by Centra Health and Virginia Baptist Hospital. His practice includes treating children, adults, and families. He specializes in treating children with disruptive behavior disorders and anxiety disorders. In adults, he specializes in anxiety disorders, especially OCD, Panic Disorder, and Social Phobia, and Personality Disorders. He conducts an in-patient cognitive therapy group for Virginia Baptist Hospital and also co-leads a Dialectical Behavior Therapy (DBT) group for Borderline Personality Disorder. Dr. Sibcy also conducts a number of psychological evaluations for both children and adults. Dr. Sibcy's research has focused on attachment theory and its clinical application to childhood disorders, personality disorders, and family development. He has published numerous articles on a wide range of clinical issues in counseling, clinical psychology, and behavior medicine. He is currently conducting research on a new treatment protocol he has developed

for treating disruptive behavior disorders in children (Attachment-Based Family Therapy for Oppositional Defiant Disorder), adult attachment using the adult attachment interview, and chronic depression. Dr. Sibcy conducts trainings in attachment theory and interpersonal neurobiology. His doctoral research focused on attachment and personality dysfunction in both outpatient and inpatient clinical populations and he has recently co-authored a book on attachment, published by Integrity Press. He has co-authored a book with Integrity Publishers on attachment interventions for angry defiant children. He is currently working on a book with Dr. Tim Clinton on the neurobiology of interpersonal relationships and spirituality and with Dr. Gary Habermas on assessing religious doubt. Other research projects include an outcome study on the effectiveness of DBT group therapy for patients with severe Borderline Personality Disorder and the development of clinician-friendly measures for attachment problems in children and families. His e-mail address is: gsibcy@liberty.edu

Lisa Sosin, Ph. D. (Liberty University), clinical psychologist and licensed professional counselor, is the Associate Director of the PhD Program in Professional and Pastoral Counseling and Assistant Professor of Counseling at the Center for Counseling and Family Studies. Dr. Sosin has over 25 years of experience as a clinical psychologist whose practice has included the assessment and treatment of children, adults, couples, families, and organizations, public speaking, teaching, and consultation to pastors, physicians, and educators. Dr. Sosin's primary research interests include the integration of Christian spirituality and empirically supported interventions in the treatment of DSM disorders and she is the author of the book *Anorexia Nervosa: Psycho-spiritual considerations* and co-author, with Dr. John Thomas, of the book *Therapeutic Expedition: Equipping the Christian Counselor for the Journey*. Dr. Sosin's educational passion is to equip Christian counselors to provide empirically based, bio-psycho-social-spiritual treatment to the glory of God and the good of His creation. Dr. Sosin is a member of the American Psychological Association, the American Counseling Association, and the American Association of Christian Counselors. Her e-mail address is lssosin@liberty.edu.

John C. Thomas, Ph.D. (University of South Carolina), **Ph.D.** (Capella University) is an Associate Professor in the Center for Counseling and Family Studies. Prior to joining the faculty in 2004, he worked as an Employee Assistance Consultant (EAC) with DuPont in Waynesboro, Virginia for over twelve years, a role he still provides for DuPont in Front Royal, Virginia as a contractor. Dr. Thomas's professional experience also includes private practice, clinical director of the Lexington/Richland Alcohol and Drug Abuse Council in Columbia, South Carolina, adjunct professor at the University of South Carolina, and chair of the counseling and psychology program at Florida Bible College. Educationally, Dr. Thomas holds a Doctor of Philosophy (Ph.D.) degree in Counseling and a Graduate Certificate in Alcohol and Drug Studies from the University of South Carolina, a Ph.D. from Capella University in Organizational Psychology, and a Master of Arts in Counseling and Bachelor of Science in Missions from Liberty University. Dr. Thomas is a Licensed Professional Counselor (LPC), Certified Substance Abuse Counselor (CSAC), and Certified Employee Assistance Consultant (CEAP). He is and has been a member of many professional organizations including the American Association of Marriage and Family Therapy (AAMFT), Employee Assistance Professional Association (EAPA), American Counseling Association (ACA), and the American Association of Christian Counselors (AACC). Dr. Thomas has authored numerous professional publications as well as two curriculum series with Hatherleigh Press. He has co-authored *Therapeutic Expedition: Equipping the Christian Counselor for the Journey* (2011) published by Broadman and Holman Academic and *What's Good about Feeling Bad* and *Purpose and a Path through Pain* (2008) published by Tyndale. In his "free time," Dr. Thomas plays tennis and reads. The Thomas family includes his wife (Denise) of 27 years, two children, Katie (25 y/o) and Stephen (20 y/o), their third adopted Greyhound (Jeri), and a Silke Terrier (Buster). They reside in Lynchburg. His e-mail address is: jcthomas2@liberty.edu

Fred Volk, Ph.D. (Wichita State University) is a professor who teaches courses in Introductory Psychology and both introductory and advanced Research Methods. He joined Liberty University in 2006. He received his B.S. in Psychology from Newman University in 1991. He earned his Master's in Community/Clinical Psychology, and his Ph.D. in Human Factors Psychology from Wichita State University. Prior to joining Liberty in 2006, Dr. Volk was an Adjunct Professor in Psychology at Georgetown University. Dr. Volk also conducted research and designed user interfaces in applied setting for over ten years in professional positions in advanced technology and engineering groups at Nortel, Sprint and SAS Institute. He has authored or co-authored papers in the Academic Exchange Quarterly, Applied Social Psychology and Perceptual Motor Skills and collaborated on publications presentations at numerous professional gatherings. Dr. Volk is actively involved in various research projects including, in 2005, the National Science Resource Center where he researched the prevalence of learning unit use and professional development, and, from 2005 to 2006, the Smithsonian Center for Environmental Research where he conducted evaluations of the Smithsonian biodiversity science in the classroom programs. His email address is: fvolk@liberty.edu