School of Behavioral Sciences

Administration

Vice President for Academic Affairs and Provost
Founding Dean, School of Behavioral Sciences
Professor of Counseling and Practical Theology

Steve E. Warren, B.S., M.A.
Administrative Dean, School of Behavioral Sciences
Associate Professor of Counseling

Mark Myers, B.S., M.A.R., M.R.E., Ph.D.
Associate Dean, Department of Counselor Education and Family Studies
Associate Professor of Counseling

Scott M. Hawkins, B.S., M.A., Ph.D.
Associate Dean, Department of Community Care and Counseling
Professor of Counseling

Marlene Carrilho, B.S., M.A.
Associate Dean, School of Behavioral Sciences
Assistant Professor of Psychology

FACULTY
All faculty are listed at the end of this catalog in the Faculty Roster. There are separate rosters for Full-Time and Part-Time faculty. The entire roster can also be viewed online at https://www.liberty.edu/index.cfm?action=faculty&PID=19959&CatID=23 where faculty can be searched for by Department.

PURPOSE
The School of Behavioral Sciences exists to promote an integrated understanding of science, practice, and faith. Programs prepare future graduates dedicated to impacting the fields of Psychology, Counseling, and Social Work within the context of a commitment to scientific competence and the demonstration of best practices supported by a Christian Worldview.

Department of Counselor Education and Family Studies

Mark Myers, B.S., M.A.R., M.R.E., Ph.D.
Associate Dean, Department of Counselor Education and Family Studies
Associate Professor of Counseling

**PURPOSE**
The Department of Counselor Education and Family Studies aims to promote the education and training of future graduates for service and practice in diverse behavioral and mental health professions. The Graduate Counseling Program is committed to training professionals for the practice of counseling who demonstrate scientific competence, clinical excellence and best practices undergirded by a Christian worldview. Graduates will be trained for career opportunities in mental health agencies, hospital programs, higher educational institutions, government, business and industrial settings, and both faith-based counseling centers and public and private practice facilities. Doctoral studies will prepare students to seek leadership careers as counselor educators, administrators, supervisors, advanced clinical practitioners, and researchers.

**ACCREDITATION**
The M.A. in Clinical Mental Health Counseling program (Residential) is accredited by the [Council for Accreditation of Counseling & Related Educational Programs (CACREP)](https://www.cacrep.org).

**LICENSURE PROGRAMS**

**Master of Arts in Clinical Mental Health Counseling (M.A.)**

**PURPOSE**
The Master of Arts in Clinical Mental Health Counseling is a 60-hour graduate level residential program designed to meet the Virginia requirements for licensure as a Professional Counselor (LPC). The faculty provide quality professional training of clinical mental health counselors from a faith based perspective. Our mission is to produce ethically and spiritually aware mental health counselors who possess the knowledge, values, skills, and personal disposition to promote the mental health and holistic wellness of clients across diverse populations. Our mission is achieved, in significant measure, through offering rigorous academic programs, dynamic interaction with mentors, faculty, and carefully structured practica and internships.

**PROGRAM LEARNING OUTCOMES**
The student will be able to:

1. Demonstrate appropriate knowledge in all core curricular areas of counseling in preparation for taking licensure and certification 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. Incorporate ethical and legal standards in the counseling arena.
4. Integrate biblical principles and secular theories in a responsibly eclectic manner.
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. The student will be able to evaluate diverse individual, group and family populations in order to effectively determine a treatment for client(s).

PROGRAM SPECIFIC ADMISSION PROCEDURES
In addition to the General Admission Procedures outlined in this Catalog, Master’s applicants to the Clinical Mental Health Counseling program must have:

1. An earned baccalaureate degree or its equivalent from an institution accredited by an agency recognized by the U.S. Department of Education (e.g., SACSCOC, TRACS, ABHE, etc.);
2. An undergraduate cumulative GPA of at least 3.00 (on a 4.00 scale).
3. Successfully completed a minimum of six semester hours of coursework in psychology or a closely related field of study (e.g., sociology, human services) and three hours of statistics.
4. Students with an undergraduate GPA less than 3.25 must submit one of the following tests with a minimum score:
   • GRE: Verbal 150, Quantitative 150, Analytical Writing 3.5 (Former GRE: 1000 Total)
   • MAT: Total score 350, GRE Analytical Writing 3.5
5. Two Letters of Recommendation from professional sources (i.e., not family/friends). All should be obtained from individuals qualified to address the applicant’s ability to complete graduate level work, disposition and ability to become a counselor, maturity, motivation, and ethics.
6. Personal statement addressing past helping experiences, future goals in the field of professional counseling, and personal qualities that will enable the individual to be an effective counselor. The statement should be 3-5 pages in length, typed, and double-spaced.
7. Letter of intent describing what you hope to gain from graduate study, your professional goals, and how your interests and goals match the goals and mission of the department. The university and departmental mission statements are available online.

Applicants must submit each of the items listed in the General Admissions Procedures to the Office of Graduate Admissions before being considered for acceptance to the program.

Applicants who have not successfully completed six hours of psychology or related studies and three hours of statistics for the Master’s in Clinical Mental Health Counseling may be admitted with the provision that they must complete the undergraduate coursework within the first two semesters of study.

The applicant’s personal and professional disposition, integrity, and general fitness to practice counseling may be considered in the admission process. In addition, limited resources may indicate a need for limited enrollments, requiring the Department of Counselor Education and Family Studies to restrict admissions and to grant special admissions only under exceptional circumstances.
To enable our students to be successful, the Department of Counselor Education and Family Studies have implemented admissions protocol for students wanting to enter the licensure track programs, but have less than the minimum 3.00 GPA.

**NOTIFICATION OF ADMISSION**
Admission decisions normally are made within a few weeks following the receipt of all of the student’s documentation and faculty review of the application packet. 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.

**TRANSFER OF CREDIT**
Students may transfer up to 15 hours of coursework into the Clinical Mental Health Counseling program. For a transferred course to replace a Liberty University course, the following requirements must be met:

1. The school at which the course was taken must be appropriately accredited.
2. The course credit must be at least three semester hours or five quarter hours.
3. The student must have earned a grade of B- or better in the course.
4. The course must overlap one of Liberty’s courses by at least 80%.

Courses related to counseling that meet all but the last criterion may be transferred in as elective courses. Course work must have been completed within the previous seven (7) years. Transfer credits will not be accepted for the following courses: CMHC 500, 501, 505, 506, 512, 598, 667, and 699. Courses from an earned degree will not be accepted for transfer credit. Credit will not be awarded for life experience or continuing education workshops.

**LICENSURE**
Liberty University’s Department of Counselor Education and Family Studies 60-hour Clinical Mental Health Counseling program is designed to provide academic course work in all areas required by the Virginia Board of Counseling for licensure as a LPC in Virginia. Students interested in seeking licensure in another state after graduation are required to contact the licensing boards of those states to obtain copies of their licensing laws and regulations. These will help students ensure they take all courses necessary for licensure in those states.

**EVALUATION AND RETENTION**
Students are responsible for meeting the academic and professional standards of Liberty University and the counseling profession. The following requirements apply to all students:

1. Students are expected to use the American Counseling Association “Code of Ethics and Standards of Practice,” this Catalog, the Graduate Student Honor Code, and the Liberty Way as guides for their behavior throughout their program. Students will undergo periodic evaluation by the Counseling faculty for suitability as students and prospective counselors.
2. Students must remain in good academic standing, are required to maintain high ethical standards, and must demonstrate evidence of functional competency in fulfilling the professional roles required by the discipline.
3. Students must pass a comprehensive examination that requires the ability to analyze, synthesize, and integrate the core curricular content within the counseling discipline.

Consult specific program sections of this catalog for additional requirements.

**COURSE REQUIREMENTS**

The *M.A. in Clinical Mental Health Counseling program (60 Hour)* consists of a minimum of 60 hours of counseling courses that provide students with a thorough curricular experience in the areas of integration of faith and spirituality into 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; career counseling and development theories and interventions; appraisal and assessment issues in counseling; and the application of research methodology and statistics to understand mental health issues. This degree prepares individuals for licensure and national certification and careers in mental health agencies, hospital programs, private practices, faith based counseling centers, and other public and private facilities.

Detailed information, policies, and procedures regarding the various programs offered are provided in the Student Handbook. Students should familiarize themselves with the Student Handbook before they begin their studies and before they register for classes every semester.

**COMPREHENSIVE EXAMINATION**

Students enrolled in the Clinical Mental Health Counseling program must take a comprehensive examination. The examination should be taken after the student has completed at least 39 hours of graduate coursework, including all of the CMHC 500-level core coursework and CMHC 667. The study guide for the comprehensive exam is available online at the departmental website. Students will be given three attempts to successfully complete the exam. Students who have failed the CPCE© twice are required to complete a CPCE© Third Attempt Plan (CTAP) form and prepare for an additional minimum of one semester before registering for their final attempt. If after three attempts, a student has not been able to pass the comprehensive examination, the student will not qualify for a master’s degree in Clinical Mental Health Counseling. At that point, students may choose to apply to the Human Services Counseling program for possible conferral of the MA in Human Services Counseling degree.

This examination is offered periodically throughout the year. To register for the Comprehensive Exam, please contact the Comprehensive Exam Coordinator at least 30 days prior to the exam date. The Comprehensive Exam is offered the third Saturday of February, July, and October. (See the Counseling Comprehensive Examination website for scheduling information).

**GRADUATION REQUIREMENTS**

To graduate, students in the Master of Arts in Clinical Mental Health Counseling program must:

1. Pass the Comprehensive Exam.
2. Complete 45 credit hours through Liberty University, not to include credits from a prior degree earned through Liberty.
3. No more than 15 hours of transfer credits, including credits from a degree on
the same academic level previously earned through Liberty, may be applied to
the degree.
4. Complete their required curriculum with a cumulative GPA of 3.00.
5. No more than two grades of C (includes grades of C+ & C-) may be applied
to the degrees.
6. No grades of D (includes grades of D+ & D-) may be applied to the degrees.
7. For information regarding the repeat policy, please refer to “Course Repeat
   Policy” in the Academic Information and Policies section of this Catalog.
8. Liberty course work that is more than seven (7) years old must be repeated.
9. The degrees must be completed within seven (7) years.
10. Submit a Graduation Application to the Registrar’s Office at the beginning of
    the final semester.

Program of Study

Master of Arts in Marriage and Family Counseling
(M.A.)

PURPOSE
The Master of Arts in Marriage and Family Counseling is a 60-hour graduate level
residential program designed to meet the Virginia requirements for licensure as a
marriage and family therapist (LMFT). The faculty provide quality professional
training of marriage and family therapists from a faith based perspective. Our
mission is to produce ethically and spiritually aware marriage and family
therapists who possess the knowledge, values, skills, and personal disposition to
promote the mental health and holistic wellness of individuals and families across
diverse populations. Our mission is achieved, in significant measure, through
offering rigorous academic programs, dynamic interaction with mentors, faculty,
and carefully structured practica and internships.

PROGRAM LEARNING OUTCOMES
The student will be able to:

1. Demonstrate appropriate knowledge in all core curricular areas of counseling
   in preparation for taking licensure and certification 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. Incorporate ethical and legal standards in the counseling arena.
4. Integrate biblical principles and secular theories in a responsibly eclectic
   manner.
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).
7. Evaluate child, adolescent, and marriage and family clients in order to
   effectively determine a treatment

PROGRAM SPECIFIC ADMISSION PROCEDURES
In addition to the General Admission Procedures outlined in this Catalog, Master’s applicants to the Marriage and Family Counseling program must have:

1. An earned baccalaureate degree or its equivalent from an institution accredited by an agency recognized by the U.S. Department of Education (e.g., SACSCOC, TRACS, ABHE, etc.);
2. An undergraduate cumulative GPA of at least 3.00 (on a 4.00 scale).
3. Successfully completed a minimum of six semester hours of coursework in psychology or a closely related field of study (e.g., sociology, human services) and three hours of statistics.
4. Students with an undergraduate GPA less than 3.25 must submit one of the following tests with a minimum score:
   - GRE: Verbal 150, Quantitative 150, Analytical Writing 3.5 (Former GRE: 1000 Total)
   - MAT: Total score 350, GRE Analytical Writing 3.5
5. Two Letters of Recommendation from professional sources (i.e., not family/friends). All should be obtained from individuals qualified to address the applicant’s ability to complete graduate level work, disposition and ability to become a counselor, maturity, motivation, and ethics.
6. Personal statement addressing past helping experiences, future goals in the field of marriage and family counseling, and personal qualities that will enable the individual to be an effective counselor. The statement should be 3-5 pages in length, typed, and double-spaced.
7. Letter of intent describing what you hope to gain from graduate study, your professional goals, and how your interests and goals match the goals and mission of the department. The university and departmental mission statements are available online.

Applicants must submit each of the items listed in the General Admissions Procedures to the Office of Graduate Admissions before being considered for acceptance to the program.

Applicants who have not successfully completed six hours of psychology or related studies and three hours of statistics for the Master’s in Marriage and Family Counseling may be admitted with the provision that they must complete the undergraduate coursework within the first two semesters of study.

The applicant’s personal and professional disposition, integrity, and general fitness to practice counseling may be considered in the admission process. In addition, limited resources may indicate a need for limited enrollments, requiring the Department of Counselor Education and Family Studies to restrict admissions and to grant special admissions only under exceptional circumstances.

**NOTIFICATION OF ADMISSION**

Admission decisions normally are made within a few weeks following the receipt of all of the student’s documentation and faculty review of the application packet. 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.
TRANSFER OF CREDIT
Students may transfer up to 15 hours of coursework into the Marriage and Family Counseling program. For a transferred course to replace a Liberty University course, the following requirements must be met:

1. The school at which the course was taken must be appropriately accredited.
2. The course credit must be at least three semester hours or five quarter hours.
3. The student must have earned a grade of B- or better in the course.
4. The course must overlap one of Liberty’s courses by at least 80%.

Courses related to counseling that meet all but the last criterion may be transferred in as elective courses. Course work must have been completed within the previous seven (7) years. Transfer credits will not be accepted for the following courses: CMHC 500, 501, 505, 506, 512, 598, 667, and 699. Courses from an earned degree will not be accepted for transfer credit. Credit will not be awarded for life experience or continuing education workshops.

LICENSE
Liberty University’s Department of Counselor Education and Family Studies 60-hour Marriage and Family Counseling program is designed to provide academic course work in all areas required by the Virginia Board of Counseling for licensure as a LMFT in Virginia. Students interested in seeking licensure in another state after graduation are required to contact the licensing boards of those states to obtain copies of their licensing laws and regulations. These will help students ensure they take all courses necessary for licensure in those states.

EVALUATION AND RETENTION
Students are responsible for meeting the academic and professional standards of Liberty University and the counseling profession. The following requirements apply to all students:

1. Students are expected to use the American Counseling Association “Code of Ethics and Standards of Practice,” this Catalog, the Graduate Student Honor Code, and the Liberty Way as guides for their behavior throughout their program. Students will undergo periodic evaluation by the Counseling faculty for suitability as students and prospective counselors.
2. Students must remain in good academic standing, are required to maintain high ethical standards, and must demonstrate evidence of functional competency in fulfilling the professional roles required by the discipline.
3. Students must pass a comprehensive examination that requires the ability to analyze, synthesize, and integrate the core curricular content within the counseling discipline.

Consult specific program sections of this catalog for additional requirements.

COURSE REQUIREMENTS
The M.A. in Marriage and Family Counseling program (60 Hour) consists of a minimum of 60 hours of counseling courses that provide students with a thorough curricular experience in the areas of integration of faith and spirituality into 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; career counseling and development theories and interventions; appraisal and assessment issues in
counseling; and the application of research methodology and statistics to understand mental health issues. Students take an additional 12 hours of specialized coursework in marriage and family therapy. This degree prepares individuals for licensure and national certification and careers in family and mental health agencies, hospital programs, private practices, faith based counseling centers, and other public and private facilities.

Detailed information, policies, and procedures regarding the various programs offered are provided in the Student Handbook. Students should familiarize themselves with the Student Handbook before they begin their studies and before they register for classes every semester.

**COMPREHENSIVE EXAMINATION**

Students enrolled in the Marriage and Family Counseling program must take a comprehensive examination. The examination should be taken after the student has completed at least 39 hours of graduate coursework, including all of the CMHC 500-level core coursework and CMHC 667. The study guide for the comprehensive exam is available online at the departmental website. Students will be given three attempts to successfully complete the exam. Students who have failed the CPCE® twice are required to complete a CPCE® Third Attempt Plan (CTAP) form and prepare for an additional minimum of one semester before registering for their final attempt. If after three attempts, a student has not been able to pass the comprehensive examination, the student will not qualify for a master's degree in Marriage and Family Counseling. At that point, students may choose to apply to the Human Services Counseling program for possible conferral of the MA in Human Services Counseling degree.

This examination is offered periodically throughout the year. To register for the Comprehensive Exam, please contact the Comprehensive Exam Coordinator at least 30 days prior to the exam date. The Comprehensive Exam is offered the third Saturday of February, July, and October. (See the Counseling Comprehensive Examination website for scheduling information).

**GRADUATION REQUIREMENTS**

To graduate, students in the Master of Arts in Marriage and Family Counseling program must:

1. Pass the Comprehensive Exam.
2. Complete 45 credit hours through Liberty University, not to include credits from a prior degree earned through Liberty.
3. No more than 15 hours of transfer credits, including credits from a degree on the same academic level previously earned through Liberty, may be applied to the degree.
4. Complete their required curriculum with a cumulative GPA of 3.00.
5. No more than two grades of C (includes grades of C+ & C-) may be applied to the degrees.
6. No grades of D (includes grades of D+ & D-) may be applied to the degrees.
7. For information regarding the repeat policy, please refer to “Course Repeat Policy” in the Academic Information and Policies section of this Catalog.
8. Liberty course work that is more than seven (7) years old must be repeated.
9. The degrees must be completed within seven (7) years.
10. Submit a Graduation Application to the Registrar’s Office at the beginning of
Program of Study

Master of Arts in Professional Counseling (M.A.)

FORMAT
This program is delivered online (with some required intensive courses on campus).

Students wishing to pursue professional counseling licensure should contact the appropriate state licensing board for more information about specific licensure rules and regulations. The Professional Counseling and/or Marriage and Family Counseling licensure program(s) at Liberty University/Liberty University Online may not fulfill licensure requirements for the states of Illinois, Kansas, Missouri, and New Hampshire. Students should verify their states’ requirements before beginning a program of study.

The states of California, Mississippi, and Louisiana do not accept the Master of Arts in Marriage and Family Counseling degree earned through Liberty University Online for licensure purposes. Additional information on states that have unique state board requirements can be found at: [http://www.nbcc.org/Directory](http://www.nbcc.org/Directory)

PURPOSE
The Master of Arts in Professional Counseling is a 60-hour graduate level residential program designed to meet the Virginia requirements for licensure as a Professional Counselor (LPC). The faculty provide quality professional training of clinical mental health counselors from a faith based perspective. Our mission is to produce ethically and spiritually aware mental health counselors who possess the knowledge, values, skills, and personal disposition to promote the mental health and holistic wellness of clients across diverse populations. Our mission is achieved, in significant measure, through offering rigorous academic programs, dynamic interaction with mentors, faculty, and carefully structured practica and internships.

PROGRAM LEARNING OUTCOMES
The student will be able to:

1. Demonstrate appropriate knowledge in all core curricular areas of counseling in preparation for taking licensure and certification 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. Incorporate ethical and legal standards in the counseling arena.
4. Integrate biblical principles and secular theories in a responsibly eclectic
manner.
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).

PROGRAM SPECIFIC ADMISSION PROCEDURES
In addition to the General Admission Procedures outlined in this Catalog, Master’s applicants to the Professional Counseling program must have:

1. An earned baccalaureate degree or its equivalent from an institution accredited by an agency recognized by the U.S. Department of Education (e.g., SACSCOC, TRACS, ABHE, etc.);
2. An undergraduate cumulative GPA of at least 3.00 (on a 4.00 scale).
3. Successfully completed a minimum of six semester hours of coursework in psychology or a closely related field of study (e.g., sociology, human services) and three hours of statistics.
4. Students with an undergraduate GPA less than 3.25 must submit one of the following tests with a minimum score:
   5. GRE: Verbal 150, Quantitative 150, Analytical Writing 3.5 (Former GRE: 1000 Total)
   6. MAT: Total score 350, GRE Analytical Writing 3.5
7. Two Letters of Recommendation from professional sources (i.e., not family/friends). All should be obtained from individuals qualified to address the applicant’s ability to complete graduate level work, disposition and ability to become a counselor, maturity, motivation, and ethics.
8. Personal statement addressing past helping experiences, future goals in the field of professional counseling, and personal qualities that will enable the individual to be an effective counselor. The statement should be 3-5 pages in length, typed, and double-spaced.
9. Letter of intent describing what you hope to gain from graduate study, your professional goals, and how your interests and goals match the goals and mission of the department. The university and departmental mission statements are available online.

Applicants must submit each of the items listed in the General Admissions Procedures to the Office of Graduate Admissions before being considered for acceptance to the program.

Applicants who have not successfully completed six hours of psychology or related studies and three hours of statistics for the Master’s in Professional Counseling may be admitted with the provision that they must complete the undergraduate coursework within the first two semesters of study.

The applicant’s personal and professional disposition, integrity, and general fitness to practice counseling may be considered in the admission process. In addition, limited resources may indicate a need for limited enrollments, requiring the Department of Counselor Education and Family Studies to restrict admissions and to grant special admissions only under exceptional circumstances.

NOTIFICATION OF ADMISSION
Admission decisions normally are made within a few weeks following the receipt of all of the student’s documentation and faculty review of the application packet. 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.

TRANSFER OF CREDIT
Students may transfer up to 15 hours of coursework into the Professional Counseling program. For a transferred course to replace a Liberty University course, the following requirements must be met:

1. The school at which the course was taken must be appropriately accredited.
2. The course credit must be at least three semester hours or five quarter hours.
3. The student must have earned a grade of B- or better in the course.
4. The course must overlap one of Liberty’s courses by at least 80%.

Courses related to counseling that meet all but the last criterion may be transferred in as elective courses. Course work must have been completed within the previous seven (7) years. Transfer credits will not be accepted for the following courses: CMHC 500, 501, 505, 506, 512, 598, 667, and 699. Courses from an earned degree will not be accepted for transfer credit. Credit will not be awarded for life experience or continuing education workshops.

LICENSURE
Liberty University’s Department of Counselor Education and Family Studies 60-hour Professional Counseling program is designed to provide academic course work in all areas required by the Virginia Board of Counseling for licensure as a LPC in Virginia. Students interested in seeking licensure in another state after graduation are required to contact the licensing boards of those states to obtain copies of their licensing laws and regulations. These will help students ensure they take all courses necessary for licensure in those states.

EVALUATION AND RETENTION
Students are responsible for meeting the academic and professional standards of Liberty University and the counseling profession. The following requirements apply to all students:

1. Students are expected to use the American Counseling Association “Code of Ethics and Standards of Practice,” this Catalog, the Graduate Student Honor Code, and the Liberty Way as guides for their behavior throughout their program. Students will undergo periodic evaluation by the Counseling faculty for suitability as students and prospective counselors.
2. Students must remain in good academic standing, are required to maintain high ethical standards, and must demonstrate evidence of functional competency in fulfilling the professional roles required by the discipline.
3. Students must pass a comprehensive examination that requires the ability to analyze, synthesize, and integrate the core curricular content within the counseling discipline.

Consult specific program sections of this catalog for additional requirements.

COURSE REQUIREMENTS
The **M.A. in Professional Counseling program (60 Hour)** consists of a minimum of 60 hours of counseling courses that provide students with a thorough curricular experience in the areas of integration of faith and spirituality into 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; career counseling and development theories and interventions; appraisal and assessment issues in counseling; and the application of research methodology and statistics to understand mental health issues. This degree prepares individuals for licensure and national certification and careers in mental health agencies, hospital programs, private practices, faith based counseling centers, and other public and private facilities.

Detailed information, policies, and procedures regarding the various programs offered are provided in the Student Handbook. Students should familiarize themselves with the Student Handbook before they begin their studies and before they register for classes every semester.

**COMPREHENSIVE EXAMINATION**

Students enrolled in the Professional Counseling program must take a comprehensive examination. The examination should be taken after the student has completed at least 39 hours of graduate coursework, including all of the COUC 500-level core coursework and COUC 667. The study guide for the comprehensive exam is available online at the departmental website. Students will be given three attempts to successfully complete the exam. Students who have failed the CPCE© twice are required to complete a CPCE© Third Attempt Plan (CTAP) form and prepare for an additional minimum of one semester before registering for their final attempt. If after three attempts, a student has not been able to pass the comprehensive examination, the student will not qualify for a master’s degree in Professional Counseling. At that point, students may choose to apply to the Human Services Counseling program for possible conferral of the MA in Human Services Counseling degree.

This examination is offered periodically throughout the year. To register for the Comprehensive Exam, please contact the Comprehensive Exam Coordinator at least 30 days prior to the exam date. The Comprehensive Exam is offered the third Saturday of February, July, and October. (See the Counseling Comprehensive Examination website for scheduling information).

**GRADUATION REQUIREMENTS**

To graduate, students in the Master of Arts in Professional Counseling program must:

1. Pass the Comprehensive Exam.
2. Complete 45 credit hours through Liberty University, not to include credits from a prior degree earned through Liberty.
3. No more than 15 hours of transfer credits, including credits from a degree on the same academic level previously earned through Liberty, may be applied to the degree.
4. Complete their required curriculum with a cumulative GPA of 3.00.
5. No more than two grades of C (includes grades of C+ & C-) may be applied to the degree.
6. No grades of D (includes grades of D+ & D-) may be applied to the degree.
7. For information regarding the repeat policy, please refer to “Course Repeat Policy” in the Academic Information and Policies section of this Catalog.
8. Liberty course work that is more than seven (7) years old must be repeated.
9. The degrees must be completed within seven (7) years.
10. Submit a Graduation Application to the Registrar’s Office at the beginning of the final semester.

Program of Study

Master of Arts in Marriage and Family Therapy (M.A.)

FORMAT
This program is delivered online (with some required intensive courses on campus).

Students wishing to pursue professional counseling licensure should contact the appropriate state licensing board for more information about specific licensure rules and regulations. The Professional Counseling and/or Marriage and Family Counseling licensure program(s) at Liberty University/Liberty University Online may not fulfill licensure requirements for the states of Illinois, Kansas, Missouri, and New Hampshire. Students should verify their states' requirements before beginning a program of study.

The states of California, Mississippi, and Louisiana do not accept the Master of Arts in Marriage and Family Counseling degree earned through Liberty University Online for licensure purposes. Additional information on states that have unique state board requirements can be found at: http://www.nbcc.org/Directory

PURPOSE
The Marriage and Family Therapy degree is designed to lead to professional licensure as outlined by most state boards of counseling and marriage and family therapy. The 60 hour M.A. in Marriage and Family Counseling is designed to meet the Virginia Board of Counseling requirements for licensure as a LMFT. The faculty provide quality professional training from a faith-based perspective. The purpose of the programs is to produce ethically and spiritually aware marriage and family therapists who possess the knowledge, values, skills, and personal disposition to promote the mental health and holistic wellness of individuals and families across diverse populations. This purpose is achieved, in significant measure, through offering rigorous academic programs, dynamic online interaction with faculty, and carefully structured practica and internships.

PROGRAM LEARNING OUTCOMES
The student will be able to:

1. Demonstrate appropriate knowledge in all core curricular areas of counseling
2. Demonstrate appropriate research and report writing skills including the use of APA format and computer technology.

3. Incorporate ethical and legal standards in the counseling arena.

4. Integrate biblical principles and Counseling theories in a responsibly eclectic manner.

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).

7. Evaluate child, adolescent, and marriage and family clients in order to effectively determine a treatment.

**PROGRAM SPECIFIC ADMISSION PROCEDURES**

In addition to the General Admission Procedures outlined in this Catalog, Master’s applicants to the Marriage and Family Therapy program must have:

1. An earned baccalaureate degree or its equivalent from an institution accredited by an agency recognized by the U.S. Department of Education (e.g., SACS, TRACS, ABHE, etc.);

2. An undergraduate cumulative GPA of at least 3.00 (on a 4.00 scale)

3. Successfully completed a minimum of six semester hours of coursework in psychology or a closely related field of study (e.g., sociology, human services) and three hours of statistics.

Applicants must submit each of the items listed in the General Admissions Procedures to the Office of Graduate Admissions before being considered for acceptance to the program.

Applicants who have not successfully completed six hours of psychology or related studies and three hours of statistics for the Master’s in Professional Counseling or Marriage and Family Therapy may be admitted with the provision that they must complete the undergraduate coursework within the first two semesters of study. Applicants who do not meet the minimum GPA requirement may be considered for admission on Academic Caution status.

The applicant’s character, integrity, and general fitness to practice counseling may also be considered in the admission process. In addition, limited resources may indicate a need for limited enrollments, requiring the Department of Counselor Education and Family Studies to restrict admissions and to entertain special admissions only under exceptional circumstances.

To enable our students to be successful, the Department of Counselor Education and Family Studies have implemented admissions protocol for students wanting to enter the licensure track programs, but have less than the minimum 3.00 GPA.

**NOTIFICATION OF ADMISSION**

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.

TRANSFER OF CREDIT
Students may transfer up to 15 hours of coursework into the 60-hour Marriage and Family Therapy program. For a transferred course to replace a Liberty University course, the following requirements must be met:

1. The school at which the course was taken must be appropriately accredited.
2. The course credit must be at least three semester hours or five quarter hours.
3. The student must have earned a grade of B- or better in the course.
4. The course must overlap one of Liberty’s courses by at least 80%.

Courses related to counseling that meet all but the last criterion may be transferred in as elective courses. Course work must have been completed within the previous seven (7) years. Transfer credits will not be accepted for the following courses: CMHC 500, 501, 505, 506, 512, 598, 667, and 699. Courses from an earned degree will not be accepted for transfer credit. Credit will not be awarded for life experience or continuing education workshops.

Students in the 60-hour Marriage and Family Therapy program are required to take COUN 505, 512, 602, 610, and 667 in residence (on campus).

Credits from a prior degree on the same academic level earned through Liberty University are considered transfer credits. Liberty University course work that is more than seven (7) years old must be repeated.

LICENSE
Liberty University’s Department of Counselor Education and Family Studies provides academic course work in all areas required by the Virginia Board of Marriage and Family Therapists for licensure. The 60-hour M.A. degree program has been designed to meet licensure requirements established by the Virginia Board of Counseling and Marriage and Family Therapists for licensure as a Family Therapist (LMFT) in Virginia. Students interested in licensure in states other than Virginia are required to contact the licensing boards of those states to obtain copies of their licensing laws and regulations. These will help students ensure they take all courses necessary for licensure in those states.

EVALUATION AND RETENTION
Students are responsible for meeting the academic and professional standards of Liberty University and the counseling profession. The following requirements apply to all students:

1. Students are expected to use the American Counseling Association “Code of Ethics and Standards of Practice,” the American Association of Christian Counselors “Code of Ethics,” this Catalog, the Graduate Student Honor Code, and the Liberty Way as guides for their behavior throughout their program. Each of these documents is available for reading and downloading from the respective organizational web sites. Students will undergo periodic evaluation by the Counseling faculty for suitability as students and prospective counselors.
2. Students must remain in good academic standing, are required to maintain
high ethical standards, and must demonstrate evidence of functional competency in fulfilling the professional roles required by the discipline.

3. Students must pass a comprehensive examination that requires an ability to deal with more than individual course content. Satisfactory completion of comprehensive examination requires analysis, synthesis, and integration of the content within the counseling discipline.

Consult specific program sections of this catalog for additional requirements.

COURSE REQUIREMENTS

The M.A. in Marriage and Family Therapy program consists of a minimum of 60 hours of counseling courses that provide students with a thorough background in the 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. Marriage and Family Therapy students take an additional 12 hours of specialized coursework in marriage and family therapy: COUN 602, Marriage and Family Counseling II, COUN 603, Pre-Marital and Marital Counseling; COUN 610, Human Sexuality; and COUN 620, Counseling Children, Adolescents and Their Families. 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. These courses and internship experiences prepare those seeking licensure as Marriage and Family Therapists (MFT), national certification, for careers in mental health agencies, hospital programs, private practices, ministry-related counseling centers, and other public and private facilities.

Detailed information, policies, and procedures regarding the various programs offered are provided in the Student Handbook. Students should familiarize themselves with the Student Handbook before they begin their studies and before they register for classes every semester.

COMPREHENSIVE EXAMINATION

Students enrolled in the Marriage and Family Therapy program must take a comprehensive examination. The examination should be taken after the student has completed at least 39 hours of graduate coursework, including all of the 500-level core coursework and COUN 667. Students will be given three attempts to successfully complete the exam. Students who have failed the CPCE© twice are required to complete a CPCE© Third Attempt Plan (CTAP) form and prepare an additional minimum of one semester before registering for their final attempt. If after three attempts, a student has not been able to pass the comprehensive examination, the student will not qualify for a master’s degree in Marriage and Family Therapy. At that point, students may choose to apply to the Human Services Counseling program for possible conferral of the MA in Human Services Counseling degree.

This examination is offered periodically throughout the year. (See the Study Guide for the Counseling Comprehensive Examination for scheduling). The study guide is available online on the Comprehensive Exam website.
at [http://www.liberty.edu/index.cfm?PID=24247](http://www.liberty.edu/index.cfm?PID=24247). To register for the Comprehensive Exam, please contact the Comprehensive Exam Coordinator 30 days prior to the exam date (See the *Counseling Comprehensive Examination* website for specific scheduling information) The Comprehensive Exam is offered the third Saturday of February, July, and October.

**GRADUATION REQUIREMENTS**

To graduate, students in the Master of Arts in Marriage and Family Counseling programs must:

1. Pass the Comprehensive Exam.
2. Complete 45 credit hours through Liberty University, not to include credits from a prior degree earned through Liberty:
3. No more than 15 hours, including credits from a degree on the same academic level previously earned through Liberty, may be applied to the degree:
4. Have completed their required curriculum with a cumulative GPA of 3.00.
5. No more than two grades of C (includes grades of C+ & C-) may be applied to the degrees.
6. No grades of D (includes grades of D+ & D-) may be applied to the degrees.
7. For information regarding the repeat policy, please refer to “Course Repeat Policy” in the Academic Information and Policies section of this Catalog.
8. Liberty course work that is more than seven (7) years old must be repeated.
9. The degrees must be completed within seven (7) years.
10. Submit a Graduation Application to the Registrar’s Office at the beginning of the final semester.

**Programs of Study**

**Master of Arts in Addiction Counseling (M.A.)**

**FORMAT**

This program is delivered online (with some required intensive courses on campus).

**PURPOSE**

With 12 additional hours of coursework, Liberty University’s M.A. in Addiction Counseling degree (48-hour degree program) meets the current academic education and degree requirements established by the Virginia Board of Counseling for licensure as a Licensed Substance Abuse Treatment Professional (LSATP) and exceeds those set for certification as a Certified Substance Abuse Counselor (CSAC). The faculty provide quality professional training from a faith-based perspective. The purpose of the programs is to produce ethically and spiritually aware addiction counselors who possess the knowledge, values, skills, and personal disposition to promote the mental health and holistic wellness of individuals and families across diverse populations. This purpose is achieved, in significant measure, through offering rigorous academic programs, dynamic online interaction with faculty, and carefully structured internships. Students interested in licensure or certification in addiction counseling in states other than Virginia are required to contact the licensing boards of those states to obtain copies of their licensure laws and regulations. These will help students ensure
they take all courses necessary for licensure or certification in addiction counseling in those states. The M.A. in Addiction Counseling does not lead to licensure as a licensed professional counselor or licensed marriage and family therapist.

PROGRAM LEARNING OUTCOMES
The student will be able to:

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

PROGRAM SPECIFIC ADMISSION PROCEDURES
In addition to the General Admission Procedures outlined in this Catalog, Master’s applicants to the Addiction Counseling program must have:

1. Apply online or download graduate application and submit via mail.
2. $50.00 Deferred application fee (Assessed during financial check in)
3. Fax / scan unofficial college transcripts. *Please Note* Unofficial transcripts can be used for acceptance purposes!
4. Mail official college transcripts (sealed, unopened copy)
5. Regionally or nationally accredited bachelor’s degree with at least a 3.0 GPA for admission in good standing.
6. Undergraduate prerequisites (can be taken after admission)
   - 6 credit hours in Psychology
   - 3 credit hours in Statistics (can be MATH 201)
7. TOEFL scores for students who speak English as a second language (score of 600 paper-based test; 250 computer-based test; 80 internet-based test)

Applicants must submit each of the items listed in the General Admissions Procedures to the Office of Graduate Admissions before being considered for acceptance to the program.

Applicants who have not successfully completed six hours of psychology or related studies and three hours of statistics for the Master’s in Addiction Counseling may be admitted with the provision that they must complete the undergraduate coursework within the first two semesters of study.

The applicant’s personal and professional disposition, integrity, and general fitness to practice counseling may be considered in the admission process. In addition, limited resources may indicate a need for limited enrollments, requiring the Department of Counselor Education and Family Studies to restrict admissions and to grant special admissions only under exceptional circumstances.
TRANSFER OF CREDIT
Students may transfer up to 12 hours of coursework into the 48-hour Addictions Counseling program. For a transferred course to replace a Liberty University course, the following requirements must be met:

1. The school at which the course was taken must be appropriately accredited.
2. The course credit must be at least three semester hours or five quarter hours.
3. The student must have earned a grade of B- or better in the course.
4. The course must overlap one of Liberty’s courses by at least 80%.

Courses related to counseling that meet all but the last criterion may be transferred in as elective courses. Course work must have been completed within the previous eight (8) years. Transfer credits will not be accepted for the following courses: CMHC 500, 501, 505, 506, 512, 598, 667, and 699. Courses from an earned degree will not be accepted for transfer credit. Credit will not be awarded for life experience or continuing education workshops.

Students in the 48-hour Addictions Counseling program are required to take MAAC 505, 512, and 667 in residence (on campus).

Credits from a prior degree on the same academic level earned through Liberty University are considered transfer credits. Liberty University course work that is more than eight (8) years old must be repeated.

LICENSURE
The 48-hour M.A. degree program has been designed to meet academic course work in all areas established by the Virginia Board of Counseling for licensure as a Licensed Substance Abuse Treatment Provider (LSATP) in Virginia. Students interested in licensure and/or certification in states other than Virginia are required to contact the licensing boards of those states to obtain copies of their licensing laws and regulations. These will help students ensure they take all courses necessary for licensure or certification in those states.

EVALUATION AND RETENTION
Students are responsible for meeting the academic and professional standards of Liberty University and the counseling profession. The following requirements apply to all students:

1. Students are expected to use the National Association of Alcoholism and Drug Abuse Counselors (NAADAC) “Code of Ethics,” this Catalog, the Graduate Student Honor Code, and the Liberty Way as guides for their behavior throughout their program. Each of these documents is available for reading and downloading from the respective organizational web sites. Students will undergo periodic evaluation by the Counseling faculty for suitability as students and prospective counselors.
2. Students must remain in good academic standing, are required to maintain high ethical standards, and must demonstrate evidence of functional competency in fulfilling the professional roles required by the discipline.
3. Consult specific program sections of this catalog for additional requirements.

COURSE REQUIREMENTS
The M.A. in Addiction Counseling program consists of a minimum of hours of coursework that provide students with a thorough background in all areas of
addiction counselling, including the integration of faith and practice; individual and group counseling theories and skills; clinical practice; ethical, professional, and legal issues in addiction counseling; social and cultural factors in addiction counseling; appraisal and assessment issues in addiction counseling; and the application of research methodology and statistics to understand mental health issues. Addiction Counseling students take an additional 12 hours of specialized coursework in addiction counseling. Students’ internship experiences must consist of addiction-related work with individuals, couples, or families. These courses and internship experiences prepare those seeking licensure as LSATP in Virginia and/or certification for careers as addiction professionals in mental health agencies, hospital programs, private practices, ministry-related counseling centers, and other public and private facilities.

Detailed information, policies, and procedures regarding the various programs offered are provided in the Student Handbook. Students should familiarize themselves with the Student Handbook before they begin their studies and before they register for classes every semester.

**GRADUATION REQUIREMENTS**
To graduate, students in the Master of Arts in Addiction Counseling program must:

1. Complete 36 credit hours through Liberty University, not to include credits from a prior degree earned through Liberty.
2. No more than 12 hours, including credits from a degree on the same academic level previously earned through Liberty, may be applied to the degree:
3. Have completed their required curriculum with a cumulative GPA of 3.00.
4. No more than two grades of C (includes grades of C+ & C-) may be applied to the degrees.
5. No grades of D (includes grades of D+ & D-) may be applied to the degrees.
6. For information regarding the repeat policy, please refer to “Course Repeat Policy” in the Academic Information and Policies section of this Catalog.
7. Liberty course work that is more than seven (7) years old must be repeated.
8. The degrees must be completed within seven (7) years.
9. Submit a Graduation Application to the Registrar’s Office at the beginning of the final semester.

**Programs of Study**

**Doctor of Philosophy in Counselor Education and Supervision (Ph.D.)**

**FORMAT**
This program is delivered in 16-week courses which includes one week intensive courses on campus with pre- and post-class online course work.

**PURPOSE**
The Department of Counselor Education and Family Studies at Liberty University considers it an honor and privilege to prepare students to contribute as leaders in the field of counseling as ethical and effective counselor educators, advanced clinical practitioners, supervisors, advanced clinical practitioners, and
researcher-scholars. The department is devoted to rooting and grounding the leadership training it provides in a biblical worldview, promoting consilience in its emphasis on integrating diverse areas of knowledge, skills, and practice in the development of professionals who devote themselves to excellence in their domain of calling.

PROGRAM LEARNING OUTCOMES

1. The student will be able to apply supervision theory and skills to clinical supervision.
2. The student will be able to demonstrate course design, delivery, and evaluation methods appropriate to counselor education learning outcomes.
3. The student will be able to critically analyze and evaluate scholarly research, develop and implement research designs, and produce scholarly reports that disseminate findings to the profession of counseling.
4. The student will be able to critically analyze, evaluate, and synthesize a broad range of counseling theories, with an advanced understanding of psychopathology, to inform case conceptualization and deliver and evaluate evidence-based interventions across diverse populations and settings.
5. The student will be able to provide leadership and advocacy within the profession and on behalf of its clientele.
6. The student will be able to integrate faith and spirituality into counselor education and supervision in an ethical manner.

PROGRAM SPECIFIC ADMISSION PROCEDURES
In addition to the General Admission Procedures outlined in this catalog, doctoral applicants to the Counseling program must have:

1. An earned master’s degree or its equivalent from an appropriately accredited seminary or graduate school in counseling or a related field.
2. A cumulative GPA of at least 3.25 or above (on a 4.00 scale) in all previous graduate course work.
3. GRE or MAT scores: GRE: Total verbal and quantitative score of 900, as well as a 4.0 or better on the analytical writing section (for tests taken before August 2011) or a total verbal and quantitative score of 300, as well as a 4.0 or better on the analytical writing section (for tests taken after August 2011). MAT: Total score of 400 or better (for tests taken in or after October 2004) or a total score of 50 or better (for tests taken before October 2004).
4. Applicants whose native language is not English must take the Test of English as a Foreign Language (TOEFL) and earn a score of 80 on the Internet-based exam for graduate program admission, or 80 on the Internet-based exam for admission. An official TOEFL score report must be submitted to the University before an admission decision can be made. TOEFL Services; The Educational Testing Service; P.O. Box 6151; Princeton, NJ 08541; or online at http://www.toefl.org.
5. Two Letters of Recommendation: One should be from a pastor and one from a professor or a clinical supervisor. All should be obtained from individuals qualified to address the applicant’s ability to complete doctoral work, maturity, motivation, and ethics.
6. A 300-word Letter of Intent specifying the applicant’s purpose and goals for entering the Ph.D. Program.
7. A Professional Vita including degrees earned, ministry and/or counseling
experience, and career goals.
   Applicants must respond to a case study describing the manner in which they
   would handle the case. The case study (vignette) is available online.
9. A Graduate Status Record (available online).

The above are minimum academic requirements for admission to the Ph.D. in
Counselor Education and Supervision program. The applicant’s character,
integrity, and general fitness to practice a particular profession will also be
considered in the admission process.

TRANSFER OF CREDIT
Students may transfer up to 15 semester hours of Ph.D. coursework. For a
transferred course to replace a Liberty University Ph.D. course, the following
requirements must be met:

1. The school at which the course was taken must be appropriately accredited.
2. The course credit must be at least three semester hours or five quarter hours.
3. The student must have earned a grade of B- or better in the course.
4. The course must overlap one of Liberty’s courses by at least 80%.
5. Transfer credits must have been completed as post-master’s course work
   (700-900 level) within the previous five years to be accepted.
6. Coursework cannot be transferred from a completed degree.
7. Courses with a recorded grade of C or below will not be accepted.
8. Correspondence studies or life experiences will not be accepted for transfer
   credit.

COURSE REQUIREMENTS
The Ph.D. requires completion of a minimum of 66 hours of post-master's Ph.D.
level coursework including Qualifying Examination, post Qualifying Examination,
core courses and electives, Practicum, Internship, Candidacy Examination, and
Dissertation related coursework and research.

GRADUATION REQUIREMENTS
1. Complete 66 hours.
2. A minimum of 51 hours must be completed through Liberty University, not to
   include credits from a prior degree earned through Liberty.
3. 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.
4. 3.0 GPA
5. No grades lower than a “B” may be applied to the degree.
6. For information regarding the repeat policy, please refer to “Course Repeat
   Policy” in the Academic Information and Policies section of this Catalog.
7. Successful completion of the Qualifying Exam and the Candidacy Exam.
8. Degree must be completed within 10 years.
9. Submit a Graduation Application to the Registrar’s Office at the beginning of
the final semester.

Programs of Study
DEGREE COMPLETION PLANS (DCP) AND COURSE DOCUMENTS
The Degree Completion Plans for the Ph.D. in Counselor Education and Supervision program is available online at http://www.liberty.edu/dcps, and the Ph.D. documents and other important information are available online at http://www.liberty.edu/index.cfm?PID=673.

CERTIFICATE OF ADVANCED GRADUATE STUDIES
Students will be awarded a Certificate of Advanced Graduate Studies if they choose not to complete their dissertation. Students awarded a Certificate of Advanced Graduate Studies in Counseling must have: (a) been admitted to the Ph.D. program; (b) completed all required coursework, practicum and internship and (c) earned a GPA of 3.00 or better. The awarding of a Certificate of Advanced Graduate Studies will result in an appropriate notation on the student’s academic record.

Department of Community Care and Counseling

Scott Hawkins, B.S., M.A., Ph.D.
Associate Dean, Department of Community Care and Counseling
Professor of Counseling

NON-LICENSURE PROGRAMS

Master of Arts in Human Services Counseling (M.A.)

FORMAT
This program is delivered both in residential and online.

PURPOSE
The Department of Community Care and Counseling’s (DCCC) Masters of Arts in Human Services Counseling provides students with an academic program designed to educate students in the study of human behavior and application of helping skills. Students will master coursework and review the literature in the field considered essential to the master’s level professional preparation of human service counseling workers who seek to offer services in areas such as leadership, families, addictions and recovery, etc., that are 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, the learning outcomes are applicable to all students as they seek a degree relevant to the vast field of human services. The degree does not lead directly to state licensure as a professional counselor, so students will need to examine what their state of residence requires.

PROGRAM LEARNING OUTCOMES
The student will be able to:
1. Demonstrate appropriate knowledge in all core curricular areas of human services in preparation for certification and employment.
2. Conduct research and generate reports appropriate to the discipline.
3. Integrate Biblical principles with professional human service's methods in a variety of contexts.
4. Identify and incorporate ethical and legal standards in the human services arena.
5. Evaluate basic mental health issues within the scope of competence for human services and appropriately refer clients.

PROGRAM SPECIFIC ADMISSION PROCEDURES
In addition to the General Admission Procedures outlined in this Catalog, applicants to the non-licensure Master of Arts in Human Services Counseling must have:

1. An earned baccalaureate degree or its equivalent from an institution accredited by an agency recognized by the U.S. Department of Education (e.g., SACSCOC, TRACS, ABHE, etc.);
2. An undergraduate cumulative GPA of at least 2.00 (on a 4.00 scale).
3. Applicants for the non-licensure 30-hour M.A. in Human Services Counseling are not required to complete prerequisite work.

Applicants must submit each of the items listed in the General Admissions Procedures to the Office of Graduate Admissions before being considered for acceptance to the program.

NOTIFICATION OF ADMISSION
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.

TRANSFER OF CREDIT
Students may transfer up to 6 semester hours of coursework into the non-licensure 30-hour Human Services Counseling program. For a transferred course to replace a Liberty University course, the following requirements must be met:

1. The school at which the course was taken must be appropriately accredited.
2. The course credit must be at least three semester hours or five quarter hours.
3. The student must have earned a grade of B or better in the course.
4. The course must overlap one of Liberty’s courses by at least 80%.

Courses related to psychology and counseling that meet all but the last criterion may be transferred in as elective courses. Course work must have been completed within the previous seven years. Transfer credits will not be accepted for the following courses: COUN 501 and 506. Courses from an earned degree will not be accepted for transfer credit. Credit will not be awarded for life experience or continuing education workshops.
Credits from a prior degree on the same academic level earned through Liberty University are considered transfer credits. Liberty University course work that is more than seven (7) years old must be repeated.

COURSE REQUIREMENTS
The Department of Community Care and Counseling’s (DCCC) offers four master’s-level degree programs. The non-licensure M.A. in Human Services Counseling is designed for professionals from all walks of life dedicated not only to career advancement, but impacting tomorrow’s world and the well-being of others in the spirit of Christian services. While there are some courses that can be done residentially, the program was designed to be done completely online, so all courses are in that format for the students’ convenience. The degree is grounded in a core of courses developed through the Department of Community Care and Counseling’s (DCCC); a core reflective of the University’s mission statement and designed to provide the values, knowledge, and skills needed for effective work in the vast field of human services. This degree consists of 18 hours of human services counseling courses and a 12 hour online cognate from such graduate level academic disciplines as Marriage and Family; Crisis Response and Trauma; Addictions and Recovery; Military Resilience and varied human services fields.

GRADUATION REQUIREMENTS
To graduate, students in the non-licensure M.A. in Human Services Counseling programs must:

1. Complete minimum of 24 credit hours through Liberty University, not to include credits from a prior degree earned through Liberty.
2. A maximum of six (6) hours of transfer credits, including credits from a degree on the same academic level previously earned through Liberty, may be applied to the degree.
3. Have completed their required curriculum with a cumulative GPA of 2.50 or better
4. No grades of D (includes grades of D+ & D-) may be applied to the Human Services Counseling degree.
5. For information regarding the repeat policy, please refer to “Course Repeat Policy” in the Academic Information and Policies section of this Catalog.
6. Liberty course work that is more than seven (7) years old must be repeated.
7. The degree must be completed within five (5) years.
8. Submit a Graduation Application to the Registrar's Office at the beginning of the final semester.

Program of Study

Cognates

The non-licensure Master of Arts in Human Services Counseling program is available with a Cognate in Children, Families, and the Law. This cognate is open only to currently enrolled Liberty University School of Law J.D. students or Liberty University School of Law Alumni. For more information on this cognate please see the Liberty University School of Law section of this Catalog.
Master of Arts in Pastoral Counseling (M.A.)

PURPOSE
The Department of Community Care and Counseling’s (DCCC) Masters of Arts in Pastoral Counseling provides students with an academic program designed to equip students with a biblical worldview of human behavior and application of helping skills. Students will master coursework and review the literature in the field considered essential to the master’s level preparation of ministry-based workers who seek to offer services in areas such as addictions and recovery, pastoral counselor, marriage and family, leadership, life coaching, etc., that are consistent with a biblical worldview. Students are encouraged to evaluate their own specific needs and to take advantage of available resources for personal and professional development as they seek a degree relevant to the field of pastoral counseling which is a non-licensed profession in the majority of the United States.

PROGRAM LEARNING OUTCOMES
The student will be able to:
1. Compare and contrast theoretically informed pastoral counseling strategies
2. Articulate an understanding of pastoral counseling that rests on solid theological/psychological/spiritual principles
3. Integrate critical thinking skills in the practice of Christian scholarship
4. Demonstrate an awareness of the role and importance of pastoral counseling within the discipline of Counseling

PROGRAM SPECIFIC ADMISSION REQUIREMENTS
In addition to the general admission procedures, applicants to the Master of Arts in Pastoral Counseling must meet the following requirements:
1. Earned baccalaureate degree or its equivalent (in any field) from an institution accredited by an agency recognized by the U.S., Department of Education (e.g., SACSCOC, TRACS, ABHE, etc.). Applicants who hold a prior degree from an unaccredited institution may be considered for admission on Academic Caution. Students admitted on Academic Caution are required to take and pass GRST 500 – Introduction to Graduate Writing their first semester.
2. First-time applicants are asked to submit a written recommendation from a pastor.
3. Minimum undergraduate GPA of 2.00 (on a 4.00 scale).
4. Students with an undergraduate GPA of 2.30 to 2.49 may be considered for admission on Academic Caution. Students admitted on Academic Caution are required to take and pass GRST 500 – Introduction to Graduate Writing in their first semester.

GRADUATION REQUIREMENTS
In addition to the other regulations governing graduation, students enrolled in the
Master of Arts in Pastoral Counseling program must meet the following requirements:

1. Complete 36 hours.
2. A minimum of 30 hours must be completed through Liberty University, not to include credit from a prior degree earned through Liberty.
3. A maximum of six (6) hours of transfer credit, including credits from a degree on the same academic level previously earned through Liberty, may be applied to the degree.
4. 2.50 GPA
5. No grade of D may be applied to the degree (includes grades of D+ and D-)
6. For information regarding the repeat policy, please refer to “Course Repeat Policy” in the Academic Information and Policies section of this Catalog.
7. Liberty University course work that is more than 7 years old may not be applied towards this degree. Students are required to repeat the course is it has exceeded the age limit.
8. Degree must be completed within 5 years.
9. All Resident students are required to enroll in and pass GRST 500 in their first semester.
10. All Online students admitted on Academic Caution are required to enroll in and pass GRST 500 in their first semester.
11. Submit a Graduation Application to the Registrar’s Office at the beginning of the final semester.

Program of Study

Cognates

Doctor of Education in Community Care and Counseling (Ed.D.)

FORMAT
This program is delivered online (with some required intensive courses on campus).

PURPOSE
The Doctor of Education in Community Care and Counseling (Ed.D.) degree with cognates in Pastoral Care and Counseling and Marriage and Family Counseling is designed to prepare competent interventions within the discipline of pastoral care and counseling and marriage and family counseling.

PROGRAM LEARNING OUTCOMES
A graduate of the Doctor of Education in Community Care and Counseling (Ed.D.) program will be able to:

1. Synthesize and apply a wide array of theories from within an integrated Christian worldview.
2. Evaluate and incorporate ethical and legal standards in the helping professions.
3. Assess and treat individuals with a broad array of presenting problems in the
areas of pastoral and marriage and family counseling.

4. Appraise theories in all core curricular areas of counseling utilizing a biblical worldview and an awareness of industry best practices.

5. Design, conduct and critically evaluate practical research studies and translate them to their areas of specialization.

6. Evaluate child, adolescent and marriage and family issues in order to effectively determine a treatment in accordance with a distinctly biblical worldview.

7. Evaluate diverse individual, group and family populations within a developmental systems context in order to effectively determine appropriate support and interventions.

COURSE REQUIREMENTS
The Ed.D. program requires completion of a minimum of 57 hours of post-master’s Ph.D. level coursework including program orientation, core courses, Qualifying Examination, cognate courses, Practicum, Internship, Candidacy Examination, and Dissertation coursework, research, and defense.

PROGRAM SPECIFIC ADMISSION PROCEDURES
In addition to the general admission requirements, specific admission procedures for the Ed.D. are listed below. Submit the following items to the Office of Graduate Admissions prior to registering for any graduate courses. Where noted, forms are available online at: http://www.liberty.edu/apply.

1. Two Letters of Recommendation: One should be from a pastor and one from a professor or an employer. All should be obtained from individuals qualified to address the applicant’s ability to complete doctoral work, maturity, motivations, and ethics. The form is available online.

2. Graduate Record Examination (GRE) Score Report or a Miller Analogies Test (MAT) Score Report. Must have been completed within the last five years.
   a. A minimum GRE score of 300 or above (combination of verbal and quantitative scores) and a 4.0 on the analytical writing component is expected.
   b. A minimum score of 400 or better on the MAT may be used instead of the GRE.

3. Academic Records. Applicants must submit an official transcript indicating successful completion of a master’s degree program from an institution accredited by an accrediting agency recognized by the U.S. Department of Education. Transcripts should be sent directly to the Office of Graduate Admissions from all schools previously attended.

4. A master’s degree in counseling, human services, or a related area is required before enrolling in doctoral-level coursework.

5. Applicants with a non-counseling master’s degree may be required to complete assigned prerequisites before taking any Ed.D. coursework.

6. Ed.D. applicants must have a cumulative GPA of 3.00 or above in their Master’s degree for entrance to the Ed.D.

7. Professional Vita. Include degrees earned, educational experience, and career goals.

8. The Test of English as a Foreign Language (TOEFL). Liberty University is authorized under federal regulations to enroll non-immigrant alien students. Any person who is not a citizen or permanent resident of the United States and who desires to be admitted to the University must contact the Office of
Admissions. Applicants must take the Test of English as a Foreign Language (TOEFL) if English is not their national language. An official score report must be forwarded to Liberty University before an admission decision will be made. The minimum acceptable score for admission is 600. Information regarding the TOEFL may be obtained from: Educational Testing Services; TOEFL Services; P.O. Box 6151; Princeton, NJ 08541, USA.

9. ADMISSIONS COMMITTEE: Once all of the admissions materials are received, the Graduate Admissions Office will send the student’s file to the Department of Counselor Education and Family Studies Admissions Committee to review. Admission to the program requires the approval of the Ed.D. Admissions Committee, who may also request additional actions prior to admittance, if deemed necessary (e.g., an admissions interviews; additional writing sample, etc.)

10. NOTIFICATION OF ADMISSION: Department of Counselor Education and Family Studies Admission Committee determines admission status within two weeks following the receipt of the completed Ed.D. application file. Official notification of admission, and of any conditions attached to that admission, is made in a letter sent to the applicant by the Ed.D. Admission Committee. Correspondence or notification from other sources does not constitute official notice of admission.

TRANSFER OF CREDIT
All graduate transfer credits are subject to the approval of the Department of Counselor Education and Family Studies Graduate Admissions Committee for the Ed.D. Such courses must carry a grade of at least a B- and be comparable to Liberty University graduate courses. Transfer credit will only be considered from institutions or schools accredited by an accrediting agency recognized by the U.S. Department of Education. With approval, up to 15 semester hours may be transferred into the Ed.D. program. It is the responsibility of each applicant to supply official transcripts along with a written request to have credit applied to the degree program. Transfer credits must have been completed within the previous five years. Courses from a completed degree will not be accepted as transfer (see exception below). Credit for life experience and for correspondence courses will not be awarded at the graduate level.

GRADUATION REQUIREMENTS
In addition to other regulations governing graduation, as stated in the Liberty University catalog, Ed.D. students must meet the following requirements:

1. Complete a minimum of 57 semester hours beyond the master’s degree for Ed.D. (Including dissertation).
2. A minimum of 42 semester hours of coursework must be taken through Liberty University, not to include credits from a prior degree earned through Liberty.
3. 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.
4. Maintain a 3.00 GPA to remain in the program, with no grade lower than a B-. Students earning a letter grade lower than a B- may be administratively dismissed from the program. While all course grades are averaged into the GPA, course credit toward degree completion is not granted for a grade of C, D or F (includes +/- grades). Students may repeat one course in which a
C+/C/C- was received. The most recent grade will be calculated into the GPA. Any additional use of the repeat policy for a repeated course must have the approval of the Department of Counselor Education and Family Studies.

5. All contracts made between the CCFS Ed.D. Graduate Committee and the student upon acceptance into the degree program must be satisfied before the degree will be awarded.

6. Complete a minimum of 12 semester hours in residency; PACO 740 must be completed in residency within the first year in the program with a minimum grade of “B-”. Ed.D. candidates must pass an on-campus comprehensive examination upon completion of the course requirements for the program of study.

7. Submit a Graduate Application to the Registrar’s Office at the beginning of the final semester.

COMPREHENSIVE EXAM
A comprehensive examination must be successfully completed prior to submission of the dissertation proposal. The exam process is taken with PACO 872, the final residential course. Students may have no more than two attempts at passing the comprehensive exam.

DISSERTATION
Before beginning their dissertation research, the doctoral dissertation committee must approve the research proposal. The dissertation is expected to exhibit scholarship, reflect master of technique, and make a distinctive contribution to the field of knowledge in which the candidate has specialized. A faculty committee of at least three (3) members, comprised of a chair and at least two (2) other approved members is responsible for the general supervision of the doctoral dissertation. An on-campus defense of the dissertation is required for final approval.

Once students enter the dissertation phase of their degree, they must maintain continuous enrollment (Fall, Spring, and Summer semesters) until they complete all degree requirements. If they do not, they will break enrollment, and they will be required to apply for readmission if/when they wish to resume the pursuit of their degree. They will have to complete their degree under the Degree Completion Plan (DCP) in effect at the time of their readmission.

TIME LIMITS FOR DEGREE COMPLETION
The time limit for completing the degree from the date of admission to the program is seven years for the Ed.D. Only in unusual circumstance may the student be granted an extension. Granting of an extension of time will usually result in additional requirements. Any student who does not complete coursework within the permissible time limit, for any reason including discontinues enrollment, must reapply for admission. A student may reapply only once, and will be subject to the current standards and curriculum. The Ed.D. Graduate Committee in the CCFS will determine if any previous courses are sufficiently time sensitive and must be repeated. Beginning with the date of readmission, the student’s time limit for degree completion is determined by the number of hours remaining.

SCHEDULING RESIDENTIAL COURSES
Residential graduate classes are scheduled as one week intensives during the summer, in December and January and weekend classes in fall and spring.
Pre-class and post-class assignments are required for intensive courses and for many of the weekend courses. Required residential classes include COUC 740, COUC 745, and PACO 871 /OR/ 872. PACO 871/872 must be taken as the final residential course.

Programs of Study

School of Behavioral Sciences - Graduate Certificates

The School of Behavioral Sciences offers graduate certificates in several areas of study through Liberty University Online.

CERTIFICATE COMPLETION REQUIREMENTS

1. 9 total hours.
2. All courses must be completed through Liberty University.
3. 2.0 GPA
4. No grade of D (includes grades of D+ & D-) may be applied to the certificate.
5. Certificate must be completed within 3 years.
6. Submit a Certificate Completion Application to the Registrar’s Office at the beginning of the final semester.

Graduate Certificate in Military Resilience

PURPOSE
The Certification in Military Resilience is designed to train and assist those who wish to work with the active military family or veterans or those who already work in this area. The course work addresses unique issues that military families and individuals face. This certification will enhance various degrees, such as M.R.E., M.Div., or even an undergraduate degree such as psychology. This certification will not lead to licensure.

PROGRAM LEARNING OUTCOMES
The student will be able to:

1. Evaluate the impacts of military and civilian culture on families.
2. Create ethical and legal treatment plans consistent with a sound theoretical orientation.

GRADUATION REQUIREMENTS

1. 18 total hours.
2. All courses must be completed through Liberty University.
3. Maintain 2.00 GPA.
4. No grade of D (includes grades of D+ & D-) may be applied to the certificate.
5. Certificate must be completed within 3 years.
6. Submit a Certificate Completion Application to the Registrar’s Office at the beginning of the final semester.

CERTIFICATE COMPLETION PLANS
Certificate Completion Plans (CCP) can be accessed online at http://www.liberty.edu/dcps.