

LIBERTY UNIVERSITY



MASTER OF ARTS Professional Counseling Marriage and Family Therapy

HANDBOOK

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

2013-2014

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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., LPC-S, LMFT
Director of M.A. Counseling Licensure Programs
Director of Clinical Training

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. According to Chancellor Jerry Falwell, Jr., "Liberty now offers 315 unique programs of study. Liberty's more than 7,000-acre campus boasts millions of square feet of technologically advanced academic, residential and recreational space, the vast majority of which was constructed in the last 15 years." <http://www.liberty.edu/aboutliberty/>. Additionally, 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. 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's M.A. Professional Counseling program 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/aws/AASCB/pt/sp/stateboards>.

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 Caution with a GPA of 2.5 or higher but must 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 caution 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 who is admitted on academic probation/caution must have a cumulative GPA of 3.0 after their first semester to avoid academic warning. 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 500, 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 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 Outcome: Marriage and Family program

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

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 500, 501, 505, 506, 507, 512, 667, 598, and 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 & 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 Online - 48 hours

COURSE #	COURSE NAME	HOURS
COUN 500	Orientation to Counselor Professional Identity and Function	3
COUN 501	Ethical and Legal Issues in Counseling	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 510	Theories of Counseling	3
*COUN 512	Group Process	3
COUN 521	Individual Appraisal	3
COUN 522	Career Development & Counseling	3
COUN 598	Counseling Practicum	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 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 Online - 60 hours**

COURSE #	COURSE NAME	HOURS
COUN 500	Orientation to Counselor Professional Identity and Function	3
COUN 501	Ethical and Legal Issues in Counseling	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 510	Theories of Counseling	3
*COUN 512	Group Process	3
COUN 521	Individual Appraisal	3
COUN 522	Career Development & Counseling	3
COUN 598	Counseling Practicum	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	(500, 600, 700 or Seminar)	3
COUN Elective	(500, 600, 700 or Seminar)	3
COUN Elective	(500, 600, 700 or Seminar)	3
	Total	60 hours

* Residential intensive only

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

COURSE #	COURSE NAME	HOURS
COUN 500	Orientation to Counselor Professional Identity and Function	3
COUN 501	Ethical and Legal Issues in Counseling	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 510	Theories of Counseling	3
*COUN 512	Group Process	3
COUN 521	Individual Appraisal	3
COUN 522	Career Development & Counseling	3
COUN 598	Counseling Practicum	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 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 500 COUN 501 COUN 502	2 nd Semester	**COUN 505 COUN 510 COUN 646	3 rd Semester	COUN 504 COUN 506 COUN 598
4 th Semester	COUN 503 COUN 521 COUN 601	5 th Semester	**COUN 512 COUN 522 **COUN 667 COUN 670/671	6 th Semester	COUN 699

** Required one-week intensive classes

2. Course Sequencing for MA in Professional Counseling 60 Hour LPC Licensure Program (Specific to VA State Licensure*)

July 2013 Revision: This document supersedes all other prerequisite lists for Counseling.

Semester	Courses	Semester	Courses	Semester	Courses
1 st Semester	COUN 500 COUN 501 COUN 502	2 nd Semester	**COUN 505 COUN 510 COUN 646	3 rd Semester	COUN 504 COUN 506 COUN 598
4 th Semester	COUN 503 COUN 521 COUN 601	5 th Semester	**COUN 512 COUN 522 **COUN 667 COUN 670/671	6 th Semester	COUN 699 COUN 711 Elective
6 th Semester	Elective Elective				

** Required one-week intensive classes

3. Course Sequencing for MA in Marriage and Family Therapy 60 Hour LMFT Track Degree

Semester	Courses	Semester	Courses	Semester	Courses
1 st Semester	COUN 500 COUN 501 COUN 502	2 nd Semester	**COUN 505 COUN 510 COUN 646	3 rd Semester	COUN 504 COUN 506 COUN 598
4 th Semester	COUN 503 COUN 601 COUN 610	5 th Semester	COUN 512 COUN 521 COUN 522	6 th Semester	COUN 603 *COUN 602 or* 611 **COUN 667 COUN 670 COUN 671
7 th Semester	COUN 699 #COUN 620				

Bold Print are courses unique to the LMFT in Virginia

*Electives for LMFT in VA. To complete the hour requirement select from either course. 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 are subject to change by the Commonwealth 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 500	
COUN 501	
COUN 502	
COUN 503	MATH 201 (or PSYC 355),
COUN 504	COUN 500
*COUN 505	COUN 500, 501, 502
COUN 506	
COUN 507	
COUN 510	COUN 500, All UG prereqs must be taken before student can progress from this point
*COUN 512	COUN 500, 501, 502, 505, 510, 598, 646
COUN 521	COUN 500, 501, 502, 505, 510, 598, 646
COUN 522	COUN 500, 501, 502, 505, 510, 598, 646
COUN 598	COUN 500, 501, 502, 505, 510, 646
COUN 601	COUN 500, 501, 502, 505, 510, 598, 646
COUN 602	COUN 500, 501, 502, 505, 510, 598, 601, 646
COUN 603	COUN 500, 501, 502, 505, 510, 598, 646
COUN 604	COUN 500, 501, 502, 505, 510, 598, 646
*COUN 610	COUN 500, 501, 502, 505, 510, 598, 646

COUN 611	COUN 500, 501, 502, 505, 510, 598, 646
COUN 620	COUN 500, 501, 502, 505, 510, 598, 646
COUN 646	COUN 500, 501, 502
*COUN 667	COUN 501, 502, 503, 505, 510, 521, 598, 646
COUN 670/671	COUN 500, 501, 502, 503, 504, 505, 506, 510, 512, 521, 522, 667
COUN 687	COUN 500, 501, 502, 505, 510, 598, 646
COUN 699	COUN 500, 501, 502, 503, 504, 505, 506, 510, 512, 521, 598, 601, 646, 667, 698**
COUN 711	COUN 500, 501, 502, 505, 510, 598, 646
COUN 747	COUN 500, 501, 502, 505, 510, 598, 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 500, 501, 502, 505, 510, 598, 646
*COUN 713	COUN 500, 501, 502, 505, 510, 598, 646
*COUN 716	COUN 500, 501, 502, 505, 510, 598, 646
COUN 714	By instructor permission only
*COUN 800	COUN 500, 501, 502, 503, 505, 510, 521, 522, 598, 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 Courses	The courses listed below are taught only as an independent study and require the student to submit an appeal to the program director
COUN 625	COUN 500, 501, 502, 503, 510, 512, 598, 601
COUN 630	COUN 500, 501, 502, 504, 505, 510, 598, 646
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

Residential Students:

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

A – C	Dr. Anita Knight	aknight7@liberty.edu
D – F	Dr. Denise Daniel	ddaniel@liberty.edu
G – I	Dr. Fernando Garzon	fgarzon@liberty.edu
J – L	Dr. Mary Deacon	mmdeacon@liberty.edu
M – O	Dr. Jeanne Brooks	jdbrooks6@liberty.edu
P – R	Dr. David Jenkins	djenkins@liberty.edu
S – U	Dr. Melvin Pride	mpride2@liberty.edu
W – X	Dr. Laurel Shaler	lshaler@liberty.edu
Y – Z	Dr. Elias Moitinho	emoitinho2@liberty.edu

Liberty University Online Students:

Liberty University's 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 online 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 at counselingcompexam@liberty.edu.

Students are allowed three attempts to pass all 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.

Online students must contact academic advising to register for the comprehensive exam. Residential students must email counselingcompexam@liberty.edu to sign up. If you are will be taking the exam at another location, please notify advising or the comprehensive exam coordinator of the location and date when your register.

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. (2011). *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 found at http://www.liberty.edu/media/1118/INTEGRATION_EXAM_STUDY_GUIDE_A.pdf.

2.13 Practicum and Internship

1. Practicum

- a. **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 500, 501, 502, 505, 510 and 646. 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.*
- b. **Purpose:** The primary focus of the Practicum experience is to introduce students to the counseling environment and the development of counseling related skills, ethics, and professionalism based on observation and exposure to the counseling field.

The Practicum involves participation in a planned clinical experience in an approved agency or other setting under an approved supervisor. During the Practicum experience, students are actively engaged in the field of professional counseling and they contribute to the cooperating agency by assisting its staff in carrying out many of the daily clinical activities of that agency. The purpose of the counseling Practicum is to provide a supervised, field-based, work experience for students.

2. Internship

- a. **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 500, 501, 502, 503, 504, 505, 506, 510, 512, 521, 598, 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 Internship.*
- b. **Purpose:** The primary focus of the 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 the time of the internship experience; students contribute to the cooperating site by assisting staff in carrying out many clinical activities. In order for students to successfully pass the internship course the 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.

**In order to begin practicum/internship the student's site and supervisor must be approved by the Practicum/Internship Department of the Center for Counseling & Family Studies. In order to be approved to register for the Practicum/Internship, all documents must be submitted by the posted application deadline on the Practicum or Internship websites. Students must receive approval from the Practicum/Internship Department in order to register for the course.*

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 application to the practicum and internship.
- 5. Finding a site:** Students are responsible for finding their practicum/internship site and their site supervisor. Students 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 598 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 598 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 **Liberty Residential students**, students who discontinue course work for a semester period (fall or spring semester) will break enrollment. However, enrollment in the summer semester is not considered discontinuation. For example, if students did not enroll in the spring semester of 2013, then they have to re-apply for the fall semester of 2013.

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. **Students should be aware that some state licensure boards do not accept any course work with a grade below B-.**

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 students to use the most current version of the APA writing style guide for all submitted coursework. The most recent edition of the Publication Manual of the American Psychological Association is required for every student. It is imperative that all graduate students become familiar with and use this writing format.

2.19 Graduation

All degree completion requirements must be fulfilled before the university will confer the MA in Professional Counseling degree and MA in Marriage and Family Therapy degree. Students who wish to participate in the yearly Spring Commencement program must file an Application for Graduation in accordance with the calendar deadlines listed on ASIST and posted by the Registrar on the Graduation Requirements webpage. Students are advised to submit their applications well in advance of the deadline date.

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), the American Counseling Association (ACA), the American Association of Marriage and Family Therapy (AAMFT) and/or Christian Association of Psychological Studies (CAPS). These organizations also have national, regional, state, and local divisions that allow students higher levels of involvement in more specific areas of interest. Most professional organizations and divisions 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 & Remediation

Ethical Conduct:

All students in the MA Counseling programs are responsible for behaving in an ethical manner throughout their training, as well as in clinical and professional settings. Violations of the Liberty Way or the ACA Code of Ethics and/or failure to take steps to rectify the violations are to be considered extremely serious and may result in termination from the program.

Although students are expected to adhere to the Liberty Way, the Graduate Student Honor Code, and the ACA Code of Ethics as a guide to their behavior throughout their program, reading it is just the beginning of understanding professional ethics. Being an ethical counselor-in-training involves understanding the underlying principles and values associated with a strong commitment to biblical principles and professional Code of Ethics, developing a set of beliefs that guide one's everyday practice, being able to discern potential as well as realized ethical problematic situations, and having the character to stand by these when faced with challenging situations. This is an essential component of your professional development.

Professional Development:

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.

Remediation:

If, during the course of a student's studies, a faculty, staff, administrator or supervisor believes a student lacks required skills to progress in the program, is impaired, or is 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. The faculty member will bring the issue to the Center for Counseling and Family Studies (CCFS) Leadership Team. A remediation plan will be formulated in conjunction with the CCFS leadership team, remediation team, and the student.

The purpose of the remediation plan is to assist the student in correcting any deficits in counseling skills or personal, interpersonal, or ethical problems so that the student may successfully continue in the program. Remediation procedures can include such actions as repeating particular courses, obtaining personal counseling, completing additional assignments, review of the ethics code, or academic dismissal from the CCFS or Liberty University.

Once the student has fulfilled all stipulations of the remediation plan, the Leadership Team for the CCFS will meet to decide if the student is ready to continue. Students will have an opportunity to appeal. For more information on this procedure see the Graduate Student Affairs website at: <http://www.liberty.edu/academics/graduate/index.cfm?PID=19155>.

Remediation for Practicum and Internship:

If, during the practicum or internship, a student fails to successfully demonstrate the required skills in these courses and consequently receives failing evaluations or if a student is dismissed from a site, the supervisor will notify the student's professor. The professor will write an incident report and send it to the Practicum/Internship office of the Center for Counseling and Family Studies. The director of clinical training and the Leadership Team will examine the nature and reason for the skills deficit and/or dismissal. At that point, the student may receive a grade F for the course and be placed on hold in the program in order to fulfill remediation procedures aimed to address and resolve the verifiable deficits.

For behaviors that constitute a violation of the University's Honor Code and the student's professor will fill out an Honor Code Violation form, which will be investigated by the Director, LU Online and Graduate Student Affairs. Students are given an opportunity to appeal. For further information on the expectations for clinical courses and the remediation process for practicum and internships, see the Practicum Fieldwork Manual and/or the Internship Fieldwork Manual.

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 Courses are offered in the traditional 16 week semester classroom format during the fall and spring semesters on the Liberty University campus. Our courses are delivered as one class session per week for a minimum of 2.5 hours per class. These residential experiences occur in a variety of formats, including lecture-based and experiential learning.

Format 2: One-week Residential 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 must read the required texts and complete all pre-class assignments prior to the beginning of class. Class is in session from 8:00 a.m. until 4:30 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. Grades are posted according to end of semester deadline dates issued by the registrar's office.

Format 3: Online Format Blackboard®

All M.A. Counseling courses (except COUN 505, COUN 512, and COUN 667) are available via distance learning. The University has adopted *Blackboard*®, an online software platform, as its primary online instructional delivery method. Students 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.

Degree Programs:

Residential Degree Program: Students enrolled in the residential program primarily complete their degree using the traditional 16 week semester classroom format on the Liberty University campus. Residential students may choose to meet some program requirements through intensives and online courses.

Liberty University Online Degree Program: This blended degree program is available via distance learning with residency requirements for the three skills-based courses (COUN 505, COUN 512, and COUN 667). Students enrolled in the online degree program fulfill most program requirements using *Blackboard*®, an online software platform, as the primary delivery method. Students come to the Liberty University campus to take COUN 505, COUN 512, and COUN 667. Students can also take elective courses in the intensive format. Clinical requirements, such as Practicum and Internship courses, are taken in the student's home location.

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. To apply to a GSA position, students will need to contact the Graduate School.

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 CCD)
- 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 & 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. Because students are responsible to behave in an ethical manner throughout the course of the program, continual unprofessional, discourteous communication cannot be tolerated and may result in remediation procedures up to and including dismissal from the program.

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>.

Appendices

- A. M.A. Course Descriptions**
- B. Academic Planning Sheets**
- C. Teaching Faculty**

M.A. COURSE DESCRIPTIONS

COUN 500 Orientation to Counselor Professional identity and Function (3 hours): This course introduces students to concepts regarding the professional functioning of licensed professional counselors, marriage and family therapists, and human services workers, including history, roles, professional organizations, standards, and credentialing. Current issues in the practice of counseling and marriage and family therapy in a variety of professional settings are explored. Students are also introduced to program policies, graduate level writing and APA style.

COUN 501 Ethical and Legal Issues in Counseling (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 (or PSYC 355). 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): Prerequisite: COUN 500. 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 500, 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: COUN 500. 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 500, 501, 502, 505, 510, 598, 646. 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 500, 501, 502, 505, 510, 598, 646. 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 500, 501, 502, 505, 510, 598, 646. 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 searchers, 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 598 Counseling Practicum (3 hours): Prerequisites: COUN 500, 501, 502, 505, 510, 646. Students will complete a supervised counseling-related experience in a professional setting. The primary focus is on the introduction to the counseling environment and the development of counseling related skills, ethics, and professionalism based on observation and exposure to the counseling field.

COUN 601 Marriage and Family Counseling I (3 hours): Prerequisites: COUN 500, 501, 502, 505, 510, 598, 646. 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 500, 501, 502, 505, 510, 598, 601, 646. 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 500, 501, 502, 505, 510, 598, 646. 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): Prerequisites: COUN 500, 501, 502, 505, 510, 598, 646. An examination of the theory and practice of crisis intervention and approaches to brief therapy.

COUN 610 Human Sexuality (3 hours): Prerequisites: COUN 500, 501, 502, 505, 510, 598, 646. 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 500, 501, 502, 505, 510, 598, 646. 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 500, 501, 502, 505, 510, 598, 646. 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 500, 501, 502. 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, 598, 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 500, 501, 502, 503, 504, 505, 506, 510, 512, 521, 522, 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 500, 501, 502, 503, 504, 505, 506, 510, 512, 521, 522, 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): Prerequisite: COUN 500, 501, 502, 505, 510, 598, 646. 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 691 Substance Abuse: Diagnosis, Treatment, and Prevention (3hrs). Prerequisite: COUN 501, 502, 503, 504, 505, 506, 510, 512, 521, 522, 601, 646, 647. A course designed to introduce the student to current counseling treatment techniques for substance abuse. Emphasis is placed on etiological factors, physiological and psychological effects, and related behaviors.

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 500, 501, 502, 503, 504, 505, 506, 510, 512, 521, 598, 601, 646, 667, 698. *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 500, 501, 502, 505, 510, 598, 646. 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.

LIBERTY

UNIVERSITY.

THE GRADUATE SCHOOL

Master of Arts in Professional Counseling (M.A.)
 48-hour Track
 2013-2014 Degree Completion Plan

CORE COURSES (48 hours)¹		Hrs	Semester	Grade
COUN 500	Orient. to Counselor Profession Identity & Function	3	_____	_____
COUN 501	Ethical & Legal Issues in Counseling	3	_____	_____
COUN 502	Human Growth & Development	3	_____	_____
COUN 503	Research & Program Evaluation	3	_____	_____
COUN 504	Social & Cultural Foundations in Counseling	3	_____	_____
COUN 505	Counseling Techniques & the Helping Relationship ²	3	_____	_____
COUN 506	Integration of Psychology & Theology	3	_____	_____
COUN 510	Theories of Counseling	3	_____	_____
COUN 512	Group Process ²	3	_____	_____
COUN 521	Individual Appraisal	3	_____	_____
COUN 522	Career Development & Counseling	3	_____	_____
COUN 598	Counseling Practicum	3	_____	_____
COUN 601	Marriage & Family Counseling I	3	_____	_____
COUN 646	Psychopathology & Counseling	3	_____	_____
COUN 667	Clinical Diagnosis & Treatment Planning ²	3	_____	_____
COUN 670	Comprehensive Exam-CPCE ³		Pass	_____
COUN 671	Comprehensive Exam-Integration ³		Pass	_____
COUN 699	Counseling Internship ⁴	3	_____	_____
TOTAL HOURS		48		

Graduation Requirements

Complete 48 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
 3.0 GPA
 No more than two grades of C may be applied to the degree (includes grades of C+ & C-)
 No grade of D or below may be applied to the degree (includes grades of D+ & D-)
 Successful completion of Comprehensive Exam
 Liberty University course work that is more than seven years old may not be applied towards this degree. Students are required to repeat the course if it has exceeded the age limit.
 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 Caution are required to enroll in and pass GRST 500 in their first semester
 Submit Graduation Application at the beginning of the final semester

Notes

¹Students must successfully complete six hours of undergraduate coursework in psychology or related study and three hours in statistics. For those who did not complete these courses in their undergraduate programs, they may fulfill these prerequisite requirements during the first two semesters of the program.
²Course offered as an Intensive
³Counseling Comprehensive Exam prerequisites: COUN 501, 502, 503, 504, 505, 506, 510, 512, 521, 522 & 667.
⁴May be repeated

LIBERTY

UNIVERSITY.

THE GRADUATE SCHOOL

Master of Arts in Professional Counseling (M.A.)
60-hour Track

2013-2014 Degree Completion Plan

CORE COURSES (51 hours)¹

	<u>Hrs</u>	<u>Semester</u>	<u>Grade</u>
COUN 500 Orient. to Counselor Profession Identity &	3	_____	_____
COUN 501 Ethical & Legal Issues in Counseling	3	_____	_____
COUN 502 Human Growth & Development	3	_____	_____
COUN 503 Research & Program Evaluation	3	_____	_____
COUN 504 Social & Cultural Foundations in Counseling	3	_____	_____
COUN 505 Counseling Techniques & the Helping	3	_____	_____
COUN 506 Integration of Psychology & Theology	3	_____	_____
COUN 510 Theories of Counseling	3	_____	_____
COUN 512 Group Process ²	3	_____	_____
COUN 521 Individual Appraisal	3	_____	_____
COUN 522 Career Development & Counseling	3	_____	_____
COUN 598 Counseling Practicum	3	_____	_____
COUN 601 Marriage & Family Counseling I	3	_____	_____
COUN 646 Psychopathology & Counseling	3	_____	_____
COUN 667 Clinical Diagnosis & Treatment Planning ²	3	_____	_____
COUN 670 Comprehensive Exam-CPCE ³		Pass	_____
COUN 671 Comprehensive Exam-Integration ³		Pass	_____
COUN 699 Counseling Internship ⁴	3	_____	_____
COUN 711 Diagnosis & Treatment of Addictive Behaviors	3	_____	_____

ELECTIVE COURSES (9 hours)

Choose three 500-700 level electives from the following disciplines for which prerequisites have been met: COUN⁵, CRIS, LIFC & SUBS

_____	_____	3	_____	_____
_____	_____	3	_____	_____
_____	_____	3	_____	_____

TOTAL HOURS 60

Graduation Requirements

Complete 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

No more than two grades of C may be applied to the degree (includes grades of C+ & C-)

No grade of D or below may be applied to the degree (includes grades of D+ & D-)

Successful completion of Comprehensive Exam

Liberty University course work that is more than seven years old may not be applied towards this degree. Students are required to repeat the course if it has exceeded the age limit.

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 Caution are required to enroll in and pass GRST 500 in their first semester

Submit Graduation Application at the beginning of the final semester

Notes

¹Students must successfully complete six hours of undergraduate coursework in psychology or related study and three hours in statistics. For those who did not complete these courses in their undergraduate programs, they may fulfill these prerequisite requirements during the first two semesters of the program.

²Course offered as an Intensive

³Counseling Comprehensive Exam prerequisites: COUN 501, 502, 503, 504, 505, 506, 510, 512, 521, 522 & 667.

⁴May be repeated

⁵COUN electives must be 600-700 level

LIBERTY

UNIVERSITY

THE GRADUATE SCHOOL

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

2013-2014 Degree Completion Plan

CORE COURSES (60 hours)¹		Hrs	Semester	Grade
COUN 500	Orient. to Counselor Profession Identity &	3	_____	_____
COUN 501	Ethical & Legal Issues in Counseling	3	_____	_____
COUN 502	Human Growth & Development	3	_____	_____
COUN 503	Research & Program Evaluation	3	_____	_____
COUN 504	Social & Cultural Foundations in Counseling	3	_____	_____
COUN 505	Counseling Techniques & the Helping	3	_____	_____
COUN 506	Integration of Psychology & Theology	3	_____	_____
COUN 510	Theories of Counseling	3	_____	_____
COUN 512	Group Process ²	3	_____	_____
COUN 521	Individual Appraisal	3	_____	_____
COUN 522	Career Development & Counseling	3	_____	_____
COUN 598	Counseling Practicum	3	_____	_____
COUN 601	Marriage & Family Counseling I	3	_____	_____
COUN 603	Pre-Marital & Marital Counseling	3	_____	_____
COUN 610	Human Sexuality ²	3	_____	_____
COUN 620	Counseling Adolescents & Their Families	3	_____	_____
COUN 646	Psychopathology & Counseling	3	_____	_____
COUN 667	Clinical Diagnosis & Treatment Planning ²	3	_____	_____
COUN 670	Comprehensive Exam-CPCE ³		Pass	_____
COUN 671	Comprehensive Exam-Integration ³		Pass	_____
COUN 699	Counseling Internship ⁴	3	_____	_____
<i>Choose one of the following courses:</i>				
COUN 602	Marriage & Family Counseling II ²	3	_____	_____
COUN 611	Counseling Children & Their Families	3	_____	_____
TOTAL HOURS		60		

Graduation Requirements

Complete 60 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

No more than two grades of C may be applied to the degree (includes grades of C+ & C-)

No grade of D or below may be applied to the degree (includes grades of D+ & D-)

Successful completion of Comprehensive Exam

Liberty University course work that is more than seven years old may not be applied towards this degree. Students are required to repeat the course if it has exceeded the age limit.

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 Caution are required to enroll in and pass GRST 500 in their first semester

Submit Graduation Application at the beginning of the final semester

Notes

¹Students must successfully complete six hours of undergraduate coursework in psychology or related study and three hours in statistics. For those who did not complete these courses in their undergraduate programs, they may fulfill these prerequisite requirements during the first two semesters of the program.

²Course offered as an Intensive

³Counseling Comprehensive Exam prerequisites: COUN 501, 502, 503, 504, 505, 506, 510, 512, 521, 522 & 667.

⁴May be repeated

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).

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