PROFESSIONAL COUNSELING, CERTIFICATE IN (POST-MASTER’S CERTIFICATE)

Program goals
The post-master’s certificate program in professional counseling is designed for persons who hold the Master of Science or Master of Arts degree in counseling from VCU or other accredited institutions. The intent is to assist students in meeting the educational requirements for the Licensed Professional Counselor, the Licensed Substance Abuse Practitioner and the Certified Substance Abuse Counselor credentials in Virginia and other states.

The certificate program also may be pursued to fulfill preservice or continuing education requirements for various national certifications, such as National Certified Counselor or Certified Rehabilitation Counselor. Specialization requirements may exceed the minimum number of required credit hours for the certificate program as a whole.

Courses are selected from course offerings of the Master of Science in Rehabilitation Counseling program based on individualized need and in conjunction with a faculty adviser.

Specific goals include but are not limited to:

1. The encouragement of advanced graduate education in counseling
2. The facilitation of the professional counselor’s career development efforts and goals
3. The facilitation of the acquisition or maintenance of professional state licenses or national certificates
   a. The expansion of the student’s awareness and expertise in specialized counselor roles and functions

Student learning outcomes
Upon completion of the program, the graduate will be able to:

1. Develop and maintain confidential counseling relationships with individuals using established skills and techniques
2. Establish, in collaboration with the consumer, individual counseling goals and objectives
3. Apply advanced counseling and interviewing skills
4. Employ consultation skills with and on behalf of the consumer

VCU Graduate Bulletin, VCU Graduate School and general academic policies and regulations for all graduate students in all graduate programs

The VCU Graduate Bulletin website documents the official admission and academic rules and regulations that govern graduate education for all graduate programs at the university. These policies are established by the graduate faculty of the university through their elected representatives to the University Graduate Council.

It is the responsibility of all graduate students, both on- and off-campus, to be familiar with the VCU Graduate Bulletin as well as the Graduate School website (http://www.graduate.vcu.edu/) and academic regulations in individual school and department publications and on program websites. However, in all cases, the official policies and procedures of the University Graduate Council, as published on the VCU Graduate Bulletin and Graduate School websites, take precedence over individual program policies and guidelines.

Visit the academic regulations section for additional information on academic regulations for graduate students. (http://bulletin.vcu.edu/academic-reggs/)

Graduation requirements
As graduate students approach the end of their academic programs and the final semester of matriculation, they must make formal application to graduate. No degrees will be conferred until the application to graduate has been finalized.

Graduate students and program directors should refer to the following graduation requirements as published in the Graduate Bulletin for a complete list of instructions and a graduation checklist.

Visit the academic regulations section for additional information on graduation requirements. (http://bulletin.vcu.edu/academic-reggs/grad/graduation-info/)

Apply online today. (https://www.vcu.edu/admissions/apply/graduate/)

Admission requirements

<table>
<thead>
<tr>
<th>Degree:</th>
<th>Fall</th>
<th>Spring</th>
<th>Summer</th>
<th>Test requirements:</th>
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<tbody>
<tr>
<td>Post-master’s certificate</td>
<td>Jan 15</td>
<td>Sep 15</td>
<td>Apr 1</td>
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</tbody>
</table>

Special requirements

1. Official transcripts from ALL schools attended including undergraduate and graduate transcripts; also include any community college or dual enrollment courses where college credit was received. Transcripts should include the following:
   • The name of the college or university.
   • The name of the applicant.
   • For applicants who have already graduated, the awarding of a degree.

2. Two professional letters of reference from academics (instructors/professors or academic adviser), employers or supervisors are preferred.

3. Information to include in Slate submission:
   • Career goals and how the certificate program will help reach them.
   • Professional experiences that led to desiring a certification or license.
   • A particular lived experience that shaped personal traits (e.g. resilience, humor, etc.).
   • How personal growth and development has been pursued.
   • The role that diversity, equity and inclusion play in personal and professional lives.

4. Current curriculum vita or professional resume

5. If applying to the certificate program to obtain courses toward a Virginia LPC, please submit a transcript to the Board of Counseling for a pre-review (only required if a master’s in counseling was not
obtained from VCU. If a transcript has not yet been submitted for board review, please look for the "pre-review of education toward LPC licensure (https://www.dhp.virginia.gov/forms/counseling/LPC/LPC_Pre-Review_App.pdf)" on the board’s website. By submitting the paperwork, board reviewers determine two things: 1) What courses are needed in the certificate program and 2) verification that the previous master's degree is eligible for LPC licensure.

In addition to the general admission requirements of the VCU Graduate School (http://bulletin.vcu.edu/graduate/study/admission-graduate-study/admission-requirements/), applicants must have completed a master's degree in rehabilitation counseling or a related discipline.

Upon admission to the program, students must meet with an academic adviser to design an approved course of study that leads to the completion of the educational requirements for licensure or certification as a professional counselor.

**Degree requirements**

In addition to general Graduate School graduation requirements (http://bulletin.vcu.edu/academic-reg/grad/graduation-info/),

1. Students must complete a minimum of 15 graduate credit hours of course work in professional counseling that leads to the completion of the educational requirements for licensure or certification as a professional counselor, as prescribed in their approved courses of study. Specialization requirements may exceed the minimum number of required credit hours for the certificate program as a whole.
2. Students must maintain an overall minimum grade point average of 3.0.
3. The 15 graduate credit hours must not duplicate previous graduate course work completed at VCU or other institutions.
4. The 15 graduate credit hours must include six graduate credit hours in advanced counseling skills.
5. Transfer credits are not accepted.

**Curriculum requirements**

Upon admission to the program, students must meet with an academic adviser to design an approved course of study that leads to the completion of the educational requirements for licensure or certification as a professional counselor. Each plan of study is individualized, but may include courses from the following list, if approved by the faculty adviser.

**Licensed Professional Counselor credential**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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</table>
| RHAB 613 | Advanced Rehabilitation Counseling Seminar (three-credit course; may be repeated for a total of nine credit hours) | 9
| RHAB 614 | Counseling, Death and Loss | 3
| RHAB 615 | Human Growth and Development | 3

**Certified Rehabilitation Counselor credential**

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<td>Select five of the following:</td>
<td>15</td>
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<tr>
<td>RHAB 525</td>
<td>Introduction to Rehabilitation Counseling</td>
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<tr>
<td>RHAB 611</td>
<td>Theories of Professional Counseling</td>
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<tr>
<td>RHAB 623</td>
<td>Career Counseling and Job Placement</td>
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<td>RHAB 624</td>
<td>Assessment and Evaluation</td>
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<td>RHAB 640</td>
<td>Medical and Psychosocial Aspects of Disabilities</td>
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<td>RHAB 633</td>
<td>Case Management</td>
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<td>RHAB 654</td>
<td>Multicultural Counseling</td>
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<tr>
<td>RHAB 691</td>
<td>Counseling Techniques</td>
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Courses that may satisfy the six graduate credit hours in advanced counseling skills requirement.

**The minimum total of graduate credit hours required for this certificate is 15.**

**Licensure requirements**

Refer to the Department of Rehabilitation Counseling website for additional information on Licensed Professional Counselor (http://www.sahp.vcu.edu/rehab/current/lpc.html) and the Commission on Rehabilitation Counselor Certification website (http://www.crccertification.com/pages/aboutcertification/46.php) for Certified Rehabilitation Counselor examination requirements.

**Contact**
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rehabcounseling@vcu.edu

**Program website:** rehab.chp.vcu.edu/programs/advanced-certificate-in-professional-counseling (https://rehab.chp.vcu.edu/programs/advanced-certificate-in-professional-counseling/)