



Department of Counseling  
& Human Services

UNIVERSITY OF COLORADO **COLORADO SPRINGS**

# Program Information Bulletin

## Master of Arts in Counseling & Human Services

*“Promoting the Art and Science of Change and  
Development”*

Clinical Mental Health Counseling Program  
School Counseling Program  
Addictions Emphasis



# PREPARE – OPTIMIZE – ADVANCE

Updated 11/16/2022

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## General Information

The Department of Counseling and Human Services (DCHS) within the College of Education at the University of Colorado Colorado Springs, offers the Master of Arts degree in Counseling and Human Services. The objective of this Master of Arts degree is to prepare professional counselors and other human services personnel who are fully qualified to work in schools, mental health agencies, private practice, universities, military affiliated settings, business and industry, and other human services organizations throughout Colorado and the nation.

Two specialization programs are available for students pursuing the Counseling and Human Services Master of Arts degree. The two programs are Clinical Mental Health Counseling (CMHC) and School Counseling (SC). A third program, Counseling and Leadership (CL) is only open to candidates who will be employed at the United States Air Force Academy as Air Officer Commanding personnel (AOC).

The Clinical Mental Health and Professional School Counseling tracks are nationally recognized through their accreditation by the Council for Accreditation of Counseling and Related Educational Programs (CACREP). The School Counseling track is additionally recognized by the Council for the Accreditation of Educator Preparation (CAEP) and the Colorado Department of Education (CDE). Both degrees entail a 60-semester hour curriculum to meet the 2009 CACREP Standards. Through a relationship with the Colorado Department of Behavioral Health, the department also offers an Addictions Emphasis for CMHC and SC majors.

## Mission Statement

DCHS programs are based on the mission statements of UCCS, the College of Education, and DCHS.

### *University of Colorado Colorado Springs Mission Statement*

The Colorado Springs campus of the University of Colorado shall be a comprehensive baccalaureate university with selective admission standards. The Colorado Springs campus shall offer liberal arts and sciences, business, engineering, health sciences, and teacher preparation undergraduate degree programs, and a selected number of masters and doctoral degree programs.

## Values of Excellence

- **STUDENT FOCUS:** We value students and never forget that students are our reason for being. We consider students and student outcomes in all the decisions we make. We provide a supportive environment in order to create lasting and significant educational experiences for every student.

- **INTEGRATION:** We value integration of teaching with research and creative work. Scholarship enriches teaching and teaching enriches scholarship. We see these activities as interdependent, allowing for synergies that benefit students, faculty and all members of the university community.
- **INNOVATION:** We value innovation and an entrepreneurial spirit. We are creative problem solvers in the classroom, in our research and in our campus operations. We are catalysts for economic, social and cultural change in our communities. We provide opportunities for our community members to develop the skills of innovation and creative expression.
- **COLLABORATION:** We value collaboration and teamwork as absolutely necessary for success in today's world. We model collaboration in our research, teaching, and campus operations. We actively seek opportunities to collaborate, build partnerships and engage with external organizations.
- **INCLUSIVE DIVERSITY:** We value inclusive diversity as a foundation for teaching and scholarship that prepares students, faculty, staff and community members for both local and global multicultural realities. We provide an open, safe and supportive campus

environment based on mutual respect, engagement and learning for everyone, including those from the full spectrum of backgrounds, social identities, abilities, cultures, perspectives and university roles.

- **DYNAMIC RESPONSIBLE GROWTH:** We value dynamic growth while continuing to be financially responsible, academically sound, and environmentally sustainable. We meet the future with energy, enthusiasm, and a commitment to retaining a close, interconnected campus community.
- **INTEGRITY:** We value integrity and expect ethical behavior from each member of the campus community in all interactions. We build an environment where we treat each other with respect and appreciate each other's contributions.

### ***College of Education Vision, Mission, Goals and Motto***

#### Vision

We endeavor to be the foremost regional College of Education, fostering a just and inclusive global society.

#### Mission

We prepare teachers, leaders, and counselors who embrace equity, inquiry, and innovation.

#### Goals

- Embrace equity, diversity, and social justice
- Ensure high quality preparation of education and counseling professionals
- Engage in research-based inquiry and practice
- Provide continual professional growth opportunities
- Infuse and enhance the use of technology
- Collaborate with campus and community partners to effect change
- Work across college and university to optimize efficiency and effectiveness

#### COE Motto

- Equity

- Inquiry
- Innovation

### ***Department of Counseling and Human Services Mission Statement***

The mission of the Department of Counseling and Human Services at UCCS is to provide excellence in professional preparation of undergraduate, masters and advanced degree seeking students. Experienced faculty delivers high quality professional education that leads to transformational change. Using a reflective, ethical, developmental, and systemic lens, students develop counseling knowledge and skills and personal characteristics to become facilitators of change and social justice among diverse clientele.

### ***Department of Counseling and Human Services Motto***

*“Promoting the art and science of change and development!”*

### **DCHS Faculty and Staff**

|   |                                       |
|---|---------------------------------------|
| Alfredo Palacios, Ph.D.                         | Assistant Professor                   |
| Jose “Joey” Tapia-Fuselier, Ph.D, CRC, LPC, NCC | Assistant Professor                   |
| Diane Stutey, Ph.D., LPC, NCC, RPT-S            | Associate Professor, Department Chair |
| Lori Notestine, Ph.D., LPC, NCC                 | Senior Instructor                     |
| Kim Severn, MA, LPC, NCC                        | Instructor                            |
| Joseph Wehrman, Ph.D., LPC, NCC                 | Professor with Tenure                 |
| Cortny Stark, Ph.D., LPC, NCC                   | Assistant Professor                   |
| Kylie Rogalla, Ph.D., LPC, LCAC, NCC, BC-TMH    | Assistant Professor                   |
| Darius Green, Ph.D.                             | Assistant Professor                   |
| David Johns, PhD., LAC, LPC                     | Instructor                            |
| Markus Moeder-Chandler, EdD                     | Instructor                            |
| Kelley Harrow, MA, LPC, LAC, NCC                | Fieldwork Experience Director         |
|   | Clinical Instructor                   |

### **Admissions**

#### **Admission to the Department of Counseling and Human Services**

The Department of Counseling and Human Services faculty select a day and evening cohort of students that begin their academic program each year beginning in June. Admission to the program is a selective process with enrollment limited to 48 qualified students (24 students in the day cohort and 24 in the evening cohort). Students are chosen during the spring semester for admission the following summer. Up to twelve hours of approved coursework may be completed

as an Unclassified Student or as a transfer student prior to admission. Successful completion of Unclassified Student or Transfer Student coursework does not ensure admission to the program. Consult with a faculty member about courses as an unclassified student or to transfer, as certain rules apply to these courses. The application deadline for Admission is January 6 each year and the Financial Aid Priority filing date and Scholarship Application date is March 1.

**To be considered for admission to the Counseling and Human Services program, all prospective students must complete the following procedures by the admission deadline for the intended semester:**

### *Phase I: Application Process*

- 1) Carefully read the Counseling Program Information Bulletin (this document) and identify any questions about the program
- 2) Complete the online Graduate application found at: [www.uccs.edu/~apply/](http://www.uccs.edu/~apply/)  
Within the online application, students will need to:
  - a. Pay the \$60.00 application fee \*International student application fee is \$100.00.
  - b. Upload a “goals statement” including a self-evaluation. DCHS faculty are particularly interested in the student’s level of self-awareness, academic potential, personal growth experiences and human relation skills as well as reasons for deciding to become a counselor and plans upon completion of the counseling degree. It may be helpful to address any professional or volunteer work in the human services field.
  - c. Upload curriculum vitae or professional résumé.
  - d. Complete the Tuition Classification Form.
  - e. List the name, title/organization, and email of three people who will serve as references. **References identified will be emailed a DCHS recommendation form and instructions directly from the email submitted in the online application.** Suggestions for references include a former instructor, a current supervisor, and a professional colleague. Choose references carefully. Persons who have been in positions to supervise and/or evaluate human relations skills are preferred. Friends and/or family members should not be asked to complete recommendations. References should be able to attest to ability to successfully complete a graduate program in Counseling and Human Services and establish effective interpersonal relationships with others.
- 3) In addition to the above materials that will be submitted with the online application, please email/mail proof of background check or proof of licensure to the Student Resource Office ([education@uccs.edu](mailto:education@uccs.edu)). Please note that International applicants need only complete this step if they have lived in the United States for more than one year. Students who have completed a background check for employment and can provide proof of completing the CBI background check do not have to repeat this process for admission to the department. Instructions for completing a background check are below:
  - a. Go to: <https://www.cbirecordscheck.com/Index.aspx>
  - b. Click on Individuals
  - c. Pay the cost to receive the results (\$6.85)

- d. Email/mail proof of background check or proof of licensure to the Student Resource Office ([education@uccs.edu](mailto:education@uccs.edu)) before the application deadline. Current CO school or agency employees who completed a background check for employment may provide a copy of their CO license or a copy of the results of their background check.
- 4) Send all official transcripts, directly from the institution(s) attended to UCCS. Transcripts can be submitted electronically if the issuing institution is contracted with a secured server. Electronic transcripts should be sent directly to [gradapp@uccs.edu](mailto:gradapp@uccs.edu). If electronic submission is not possible, please mail from the institution to: UCCS Office of Admissions and Records, 1420 Austin Bluffs Parkway Colorado Springs, CO 80918-3733.
  - 5) Register to participate in the On-Campus Group Interview Day. The Interview Day is typically held on a Friday in early February from approximately 8:00am – 3:00pm. This day is designed to determine interpersonal and professional fit for the counseling profession as well as to allow prospective students to analyze whether the Department of Counseling and Human Services is the best fit for their training and professional goals. It is preferred that all prospective students participate in the Interview Day; however, students may ask for an exemption due to extreme circumstances (e.g. international student, US military member stationed overseas). Please note that failure to attend the Group Interview Day will result in a lower formal interview score than those who attend.
  - 6) Students have the option to submit official scores from the Graduate Record Exam (GRE) or the Miller Analogies Test (MAT) taken within the past five years. There are no cutoff scores for the GRE or MAT, a composite score is calculated and added to the overall index score, which will be considered as part of the admission decisions. Please have official scores for the GRE or MAT sent directly to UCCS. The UCCS school code for the GRE is 4874. The GRE department code is 3999. The UCCS School Code for the MAT is 1995. If students applying already hold a master's or doctoral degree from an accredited institution, the need for a standardized assessment is waived.
  - 7) All materials for admission should be received by the application deadline of **Jan. 6**; (prior to the summer you would like to begin the Counseling program). Please remember, this is a cohort program, so all counseling students begin together each summer session only.

**Additional Items of note for international applicants:** All transcripts must be evaluated and translated into English through an authorized Credential Service (for example: <http://wes.org/studnets/index.asp>). English Proficiency must be demonstrated through providing evidence of an IELTS score of 6.0 or above, a TOEFL score of 550-(paper-based) or 80-(internet based) or an ACT/COMPASS English score of 270 or above (the ACT/COMPASS may be taken through the UCCS Office of International Affairs (OIA). Please contact the OIA at: [international@uccs.edu](mailto:international@uccs.edu) or call 1-719/255-7218 to make arrangements to take the ACT/COMPASS at UCCS.

## *Phase II: Admissions Review*

Admission is based on a combination of the following factors:

1. Past academic record, including undergraduate grade point average (GPA) and any graduate course work
2. OPTIONAL: Results of the MAT or GRE
3. Oral and written communication skills as measured by the goal statement and the on-campus Group Interview Day.
4. Ability to identify and reflect upon personal characteristics that are important for professional counselors, as determined in goal statements and on-campus Group Interview Day.
5. Experience in counseling and human services or related positions, paid or unpaid
6. Congruence of fit between career goals and the objectives of the respective program, as determined by the goal statement and on-campus Group Interview Day.
7. Three letters of recommendation (evaluated for relevance and strength)
8. Recent successful graduate course work in counseling as an unclassified student or at another accredited institution. A maximum of 12 semester hours of relevant and recent transfer credit **may** be allowed. Based on Graduate School rules, this coursework must have been completed within the past six years.

### *Transfer Credits and Program Time Limitations*

Graduate Study policy at UCCS requires that students admitted to the program **must** complete their degree within six years. **Counseling students may apply no more than twelve semester hours of recent graduate credit or credit as an unclassified student to their counseling degree program.** Applicants must coordinate acceptance of transfer credit with their advisor and obtain the approval of the credits by the Department Chair. It is recommended that students do the following steps to expedite the credit transfer process:

1. Gather all course descriptions (from the respective university catalog) and syllabi for the courses that can be considered for transfer to UCCS.
2. Make an appointment with an advisor to discuss the courses. Courses completed at a CACREP accredited institution are more likely to be accepted as transfer credits and **no transferred courses may replace COUN 5020 and 5100.**
3. If the student's advisor agrees that the course(s) that may potentially transfer, make an appointment with the department chair to have the course(s) approved. Document the course(s) being requested for transfer on the form at: <http://www.uccs.edu/Documents/graduateschool/forms/Transfer%20of%20Credit.2012.pdf>
4. After course transfer approval by the Department Chair, paperwork will be submitted to the Graduate School and Academic Records. Please allow several weeks for this process to be completed.



## *Admissions Appeal Policy*

Applicants may appeal an admissions decision by contacting the DCHS Chair in writing within 10 business days from the date of denial notification. The Chair will notify the student of the action taken on the appeal. Should the student wish to pursue the appeal process further, a written appeal should be submitted to the Associate Dean of the College of Education within 10 business days following the Departmental Appeal Policy described in this *Student Handbook*. The applicant's letter should include all information he or she believes should be considered in reviewing the decision.

Students may access the **COE Appeal/Exception Form** at:

<http://www.uccs.edu/Documents/coe/studentresources/AppealsForm2009.pdf>.

This form is to be used for an appeal when a student is:

1. denied admission to professional education program.
2. denied permission to student teach or complete professional internship.
3. removed from a professional education program or internship.
4. denied permission to graduate due to missing requirements.
5. requesting an exception to specific policies, procedures, or requirements.
6. requesting a grade change.

This form is not to be used for requests to take classes out of sequence or to take a class without the proper prerequisites. Such requests should be initiated with the department chair after consultation with the student's advisor.

## **Personal Development of Counselors-in-Training**

DCHS faculty recognize the importance of human growth and personal development for all people throughout the life span, but especially for counselors-in-training. Therefore, the curriculum includes significant experiential coursework designed to enhance the self-awareness, adaptability and continuing personal growth of each student. Applicants to the program must be committed to their personal growth as well as their professional and academic development. Applicants are encouraged to ask questions, during their initial meetings with faculty, about the personal growth component of the programs.

## **Professional Development of Counselors-in-Training**

The DCHS master's degree programs provide quality training for individuals desiring to become clinical mental health or school counselors. This training includes didactic/classroom activities, small group personal growth activities, skill building laboratory experiences, and supervised field experiences. These training components are designed to provide each student with meaningful professional and personal growth opportunities.

Students entering the counseling program should realize that professional development as a skilled helper is not possible without a commitment to personal growth. Students should expect to participate in a variety of activities in conjunction with coursework. These activities will require openness to appropriate/healthy self-disclosure, self-assessment, setting personal goals, intrapersonal and interpersonal growth. The laboratory components are especially oriented toward self-awareness, personal growth, and experiential learning. Students will be asked to identify specific professional development goals to address within each of the lab courses.

DCHS faculty are committed to providing a learning environment that facilitates students' acquisition of the knowledge and skills necessary to become effective professional counselors. Further, DCHS faculty believe that the personal growth component is a significant program strength and a necessary element of students' preparation in becoming successful professional counselors. DCHS faculty trust that each accepted applicant will begin his or her academic journey fully informed of the personal growth component of the curriculum. If a student is not interested in integrating the self-exploration aspects of the curriculum into his or her development, other programs should be considered.

## **The Course Sequence**

The Course Sequence consists of 60 credits. All students are admitted during the summer and must commit to completing the courses listed below during the first four semesters of their program. This includes students who complete the program in two or three years. Summer classes typically begin during the second or third week of June each year, Students must earn a B or better in each of the courses listed below; and must maintain at least a B (3.0) graduate program grade point average. Students planning to complete their program in two years must complete a 100-clock hour practicum as part of their first year in the spring semester. Student's planning to complete their program in three years will take practicum in the spring semester of their second year in the program. After the completion of practicum, all students are required to complete a 600-clock hour internship. The 700 total clock hour practicum and internship experience is necessary to complete the requirements for graduation from the program and are completed in addition to required academic coursework and on-campus supervision groups. Applicants who anticipate problems in completing the 700-clock hour clinical experience portion of the counselor training program (practicum and internship) should speak with a faculty member immediately and consider other options for their graduate study if the concern cannot be resolved. For additional information about course sequencing, please see the 2-year/3-year Table of Courses found in the DCHS Bulletin.

## **The Cohort Model**

DCHS recognizes the needs of adult learners as well as the utility of flexible scheduling. A cohort model is utilized to permit both an orderly, developmental sequencing of courses as well as foster cohesiveness and camaraderie among classmates.

DCHS programs are specifically designed to meet the needs of traditional and nontraditional learners. All students must begin the program in June of the summer semester. Students are admitted to one of two cohort groups: a ***day cohort*** or an ***evening cohort***. Each cohort admits ***approximately 24 students***. Students may select their respective cohort if space remains in the desired cohort. Students must commit to taking all their classes in the specific cohort group to which they are admitted. Students will also be admitted in a specific area of study Clinical Mental Health Counseling or School Counseling. Students wishing to do both should apply as a School Counseling Student – see requirements for licensure. Students who participate in the day cohort can expect that their classes will primarily be held from 8:00 am – 10:50 am and 11:00 am to 12:50 pm. Students who participate in the evening cohort can expect that their classes will primarily be held from 4:45 pm – 7:20 pm and 7:30 pm – 10:05 pm. **Please note the exception below.**

DAY COHORT STUDENTS need to be aware that the 4:45 – 7:20pm time slot is commonly used for classes that combine students from the day and evening cohorts (COUN 5800, 5810, 5950, 5440 and others). **Group Supervision Classes for Practicum (COUN 5120) and Internship (COUN 5700 & 5720) for both the day and evening cohorts are always scheduled in the evening in the 4:45 – 7:20pm or the 7:30- 10:05pm time slot to permit students to accrue hours for their field work experience during the day.**

Following the course sequences, students will take electives in their second or third year of the program. If you choose to take an elective in your first year of the program, please note that priority for elective courses will be given to 2<sup>nd</sup> and 3<sup>rd</sup> year students who are graduating. If you are a first-year student and there is a waitlist for a COUN elective course, you will be asked to drop the course and move to the end of the waitlist. For elective and some foundation courses, a weekend format is often used to provide greater flexibility for students doing work at their internship sites. When possible, this is paired with a weekday offering to balance student needs. Weekend courses are first come/first served for registration. It is recommended that students register as early as possible to secure a slot in the desired section of a course. While uncommon, DCHS reserves the right to cancel low enrolled elective courses. Advisors will assist in finding alternative options should this occur.

**Cohort Sequence\*:**

**SUMMER I:**

COUN 5010 Theories and Techniques of Individual Counseling  
COUN 5040 Human Growth and Development

**FALL:**

COUN 5020 Laboratory in Individual Counseling  
COUN 5330 Issues, Ethics, and Trends in Professional Counseling

**SPRING:**

COUN 5100 Theories and Techniques of Group Counseling  
COUN 5860 Social & Cultural Foundations of Professional Counseling

**SUMMER II:**

COUN 5130 Theories and Techniques of Marriage, Couple, and Family Counseling

\*Students admitted to the program must commit to completing these seven courses in sequence and as part of a cohort group during the first four semesters of their program.

This applies to both two-year track and three-year track students. **THESE ARE NOT THE ONLY SUGGESTED/REQUIRED COURSES FOR THESE SEMESTERS.** Please review the **example Program of Study at the end of this document.**

## Timeline to Complete the Program

Students admitted to DCHS Master's degree programs should plan to complete their degrees within a two-year time period. If this is not feasible, every effort should be made to complete the program within three years. Students who will need three years to complete the program will postpone their counseling practicum, internship, and perhaps other courses until the third year. Students must contact their advisor immediately if extenuating circumstances or situations arise. If students need to step out of the program due to personal or life situations, it is important to follow the **Leave Policy** found in this handbook. DCHS requires that students with these circumstances submit a formal letter to the DCHS Chair and identify a tentative plan for completing the program in the future. Failure to follow this step will result in having to reapply to the program.

## Transfer Credits

According to Graduate School Rules, a student may transfer no more than twelve semester hours of **recent and approved** graduate credit or credit as an unclassified student to their master's degree program. Recent credit is defined as approved graduate coursework completed within six years of **date of graduation** from the Department of Counseling and Human Services. Requests to transfer courses should be submitted to the Department Chairperson of Counseling and Human Services for approval. Additionally, a request to transfer courses will require an official transcript and may also require a course description and/or syllabus. Outside of students' elective option, transfer credits are typically only accepted when transferred from other CACREP accredited programs.

All requests for transfer credits and credits for courses taken as an unclassified student must be approved by the student's advisor, the DCHS Chair, the Dean of the College of Education, and the Dean of Graduate School. Students must ensure that their transfer/unclassified credit hours meet the Graduate School requirements and are approved at all levels. Students should seek approval for these courses early in their degree program.

The Request for Transfer of Credit Form may be found here:  
<https://uccs.edu/eas/sites/eas/files/2020-01/Transfer%20of%20Credit%20Request.pdf>

## Unclassified Students

Prospective students must complete a Graduate School Application to begin taking courses. Only the following courses may be taken as an Unclassified Student. It is important to note that to comply with Graduate School policy; students can take a maximum of 12 total credits before being fully admitted into the program. Priority for all COUN classes is given to students already admitted to the Counseling program. Unclassified Students interested in taking the courses below, may be allowed if seats are available.

### **Fall Courses:**

LEAD 5700 - Introduction to Research and Statistics  
COUN 5510 - Principles of Addiction Treatment  
COUN 5580 - Sexuality in Counseling  
COUN 5800 - Roles & Functions of the School Counselor  
COUN 5900 - Science of Process and Behavioral Addictions  
COUN 5950 - Roles & Functions of the CMHC Counselor  
COUN 5530 - Motivational Interviewing I & II

### **Spring Courses:**

LEAD 5700 - Introduction to Research and Statistics  
COUN 5070 - Adventure Education & Experiential Learning  
COUN 5440 - Advanced Psychopathology and Diagnosis  
COUN 5430 - Career Development  
COUN 5810 - Organization & Admin of the School Counseling Program  
COUN 5590 - Clinical Supervision I and II (COUN 5530 is a prereq)

### **Summer Courses:**

LEAD 5700 - Introduction to Research and Statistics  
COUN 5090 - Spiritual Dimensions of Counseling  
COUN 5520 – Infectious Disease in Addictions (1 credit)  
COUN 5960 - Psychopharmacology (1 credit)  
COUN 5970 – Advanced Psychopharmacology (1 credit)

Students who take a course prior to admission to the department must complete a non-degree seeking student application. This application may be found at:

<https://www.uccs.edu/admissionsenrollment/apply-uccs-today>

## ***CLINICAL MENTAL HEALTH COUNSELING (CMHC)***

The Clinical Mental Health Counseling (CMHC) emphasis within the Department of Counseling and Human Services is designed to prepare graduate students to assume positions in the provision of professional counseling and consultation services involving the principles of psychotherapy. Students will be prepared in the areas of human development, learning theory, group dynamics, and the etiology and diagnosis of mental illness and dysfunctional behavior. They will be prepared to provide professional services to individuals, couples, families, and groups for the purposes of treating psychopathology and promoting optimal mental health. Promotion and enhancement of healthy, self-actualizing, and satisfying life-styles is the goal of clinical mental health counseling, whether the services are rendered in an educational, military, business or industrial, health or medical, private practice or human services setting.

The CMHC track is based on CACREP training standards and is designed to meet the academic requirements for licensure as a professional counselor (LPC) in Colorado to practice psychotherapy. In addition to completing the master's degree, applicants for the Professional Counselor License must complete appropriate post-master's degree supervised experiences and pass a written examination.

Students must complete a rigorous 60 semester-hour training program that has been developed by the departmental faculty to prepare Clinical Mental Health Counselors for the responsibility of professional practice.

Students graduating from the CMHC degree program will be eligible to take the National Counselor Exam during their last semester in the program. The student may submit the score from this examination as partial fulfillment of the requirements for the Professional Counselor license in Colorado. Other requirements, including appropriate post-master's supervised clinical experience, must be met prior to being eligible to be licensed. Additionally, graduates of the program will be immediately eligible, and are encouraged to apply for National Certified Counselor (NCC) recognition.

To be eligible for a counseling license in Colorado, the Licensed Professional Counselor (LPC) credential, students must:

1. Graduate with a counseling related master's degree
2. Pass the National Counselor Exam
3. Register as a Licensed Professional Counselor Candidate prior to accumulating post-degree clinical experience and supervision for licensure:
4. Complete 2000 supervised clinical hours over a minimum of 24 months
5. Please see the following for an application:  
<https://dpo.colorado.gov/ProfessionalCounselor/Applications>
6. Contact Information:

Colorado Division of Registrations **Office of Licensing—Licensed Professional Counselor**, 1560 Broadway, Suite 1350, Denver, CO 80202, Phone: (303) 894-7800 / FAX: (303) 894-7693, <https://dpo.colorado.gov/ProfessionalCounselor>

CLINICAL MENTAL HEALTH COUNSELING (CMHC) CURRICULUM

***I. Cohort Courses***

|                  |  |          |
|------------------|--|----------|
| COUN 5010        | Theories and Techniques of Individual Counseling                     | 3        |
| COUN 5020        | Laboratory in Individual Counseling                                  | 3        |
| COUN 5040        | Human Growth and Development   | 3        |
| COUN 5100        | Theories and Techniques of Group Counseling                          | 3        |
| COUN 5130        | Theories and Techniques of Marriage, Couple<br>and Family Counseling | 3        |
| COUN 5330        | Issues, Ethics, and Trends in Professional Counseling**+             | 3        |
| <b>COUN 5860</b> | <b>Social and Cultural Foundations of Professional Counseling</b>    | <b>3</b> |

***II. Foundation Courses***

|           |   |   |
|-----------|---|---|
| COUN 5550 | Practice of Crisis Counseling, Trauma and Disaster Work | 3 |
| COUN 5410 | Measurement and Appraisal                               | 3 |
| COUN 5430 | Career Development                                      | 3 |
| COUN 5510 | Principles of Addiction Treatment                       | 3 |
| LEAD 5700 | Introduction to Research and Statistics                 | 3 |
| Elective  | See list of elective courses below                      | 9 |

***III. Specialty Courses – Clinical Mental Health Counseling***

|           |  |   |
|-----------|--|---|
| COUN 5950 | Roles and Functions of the CMHC        | 3 |
| COUN 5440 | Advanced Psychopathology and Diagnosis | 3 |

***III. Fieldwork Courses***

|           |   |   |
|-----------|---|---|
| COUN 5120 | Practicum in Professional Counseling *          | 3 |
| COUN 5720 | Internship in Clinical Mental Health Counseling | 6 |

**Total Semester Hours 60**



ELECTIVE COURSES FOR CLINICAL MENTAL HEALTH COUNSELING STUDENTS:

|           |   |
|-----------|---|
| COUN 5070 | Adventure Education and Experiential Learning   |
| COUN 5240 | Executive Coaching and Leadership   |
| COUN 5800 | Roles and Functions of the School Counselor   |
| COUN 5810 | Organization & Administration of School Counseling Programs                           |
| COUN 5570 | Play Therapy and Child Counseling   |
| COUN 5580 | Sexuality in Counseling   |
| COUN 5530 | Motivational Interviewing I & II  |
| COUN 5960 | Psychopharmacology (1 credit) **  |
| COUN 5520 | Infectious Diseases in Addictions (1 credit) **                                       |
| COUN 5970 | Advanced Pharmacology (1 credit) **   |
| COUN 5090 | Spiritual Dimensions of Counseling  |
| COUN 5590 | Clinical Supervision I & II   |
| COUN 5900 | Science of Process and Behavioral Addictions  |
| COUN 5300 | Marriage and Family Practicum (2 <sup>nd</sup> or 3 <sup>rd</sup> year students only) |

Other electives may be offered based on the shared desires of students and faculty members.

\*Taken during the second year of the program for students on the two-year plan of study and for the three-year plan of study, electives may vary when taken.

\*\*Courses are designed to be taken concurrently. Failure to do so may affect graduation.

***SCHOOL COUNSELING (SC)***

The Department of Counseling and Human Services offers the master's degree in Counseling and Human Services with an emphasis in School Counseling. The School Counselor training program meets the licensure requirements of the Colorado Department of Education (CDE) and is accredited by CACREP based on national standards for the preparation of school counselors. In accordance with these standards, the school counselor program requires the completion of 60 semester hours. School Counseling students will take the same foundational coursework as the Clinical Mental Health Counseling students to be eligible for licensure as a Colorado Licensed Professional Counselor (LPC). Post-master's degree supervised counseling experience and successful completion of the National Counselor Examination is currently required for the license eligibility. It is strongly recommended by the Departmental faculty members that school counselors seeking the LPC credential take additional course work in psychopathology and diagnosis, psychopharmacology, roles and functions of the clinical mental health counselor, and complete a supervised field experiences specific to clinical mental health counseling. Students graduating from the School Counselor program will also be immediately eligible to apply for National Certified Counselor (NCC) recognition and are encouraged to do so.

School counselors in Colorado are licensed Professional Special Services personnel who work in school settings with students, parents, educators, and others within the community. After completing all program requirements, they are eligible to be licensed as K-12 School Counselors in Colorado. The Department of Counseling and Human Services uses the American

School Counselor Association (ASCA) National Model as a guide when preparing future school counselors. In their designated role, school counselors design and manage comprehensive developmental guidance programs to help diverse students acquire skills in the social-emotional, academic, and career domains. School counselors accomplish this by employing such interventions as individual and group counseling, classroom core curriculum, school wide interventions, prevention programming and consultation. Additionally, School Counselors are required to provide educational leadership. School counselors contribute to the development of effective learning environments through student advocacy, facilitating systemic change, and through consultation and collaboration with others. Teaching experience is not a requirement for the Colorado school counselor license. School Counselors must take and pass the PRAXIS Exam to be licensed through the Colorado Department of Education.

## SCHOOL COUNSELING (SC) CURRICULUM

### ***I. Cohort Courses***

|           |   |   |
|-----------|---|---|
| COUN 5010 | Theories and Techniques of Individual Counseling **                     | 3 |
| COUN 5020 | Laboratory in Individual Counseling **                                  | 3 |
| COUN 5040 | Human Growth and Development  | 3 |
| COUN 5100 | Theories and Techniques of Group Counseling **+                         | 3 |
| COUN 5130 | Theories and Techniques of Marriage, Couple<br>and Family Counseling ** | 3 |
| COUN 5330 | Issues, Ethics, and Trends in Professional Counseling+                  | 3 |
| COUN 5860 | Social and Cultural Foundations of Professional Counseling              | 3 |

### ***II. Foundation Courses***

|           |   |   |
|-----------|---|---|
| COUN 5410 | Measurement and Appraisal                               | 3 |
| COUN 5430 | Career Development                                      | 3 |
| COUN 5550 | Practice of Crisis Counseling, Trauma and Disaster Work | 3 |
| COUN 5510 | Principles of Addiction Treatment+                      | 3 |
| LEAD 5700 | Introduction to Research and Statistics                 | 3 |
| Elective  | See list of elective courses below                      | 9 |

### ***III. Specialty Courses – School Counseling***

|           |   |   |
|-----------|---|---|
| COUN 5800 | Roles & Functions of the School Counselor             | 3 |
| COUN 5810 | Organization & Admin of the School Counseling Program | 3 |

### ***III. Fieldwork Courses***

|           |  |   |
|-----------|--|---|
| COUN 5120 | Practicum in Professional Counseling ***               | 3 |
| COUN 5700 | Internship in Elementary/Middle/High School Counseling | 6 |

### ***oIV. Recommended for School***

#### ***Counseling Students Seeking CMHC Licensure (LPC)\****

|           |   |   |
|-----------|---|---|
| COUN 5440 | Advanced Psychopathology and Diagnosis                      | 3 |
| COUN 5950 | Roles and Functions of the Clinical Mental Health Counselor | 3 |

#### **ELECTIVE COURSES FOR SCHOOL COUNSELING STUDENTS:**

- COUN 5070 Adventure Education and Experiential Learning
- COUN 5240 Executive Coaching and Leadership
- COUN 5440 Advanced Psychopathology and Diagnosis
- COUN 5950 Roles and Functions of the CMHC

- COUN 5960 Psychopharmacology (1 credit) +
- COUN 5570 Play Therapy and Child Counseling
- COUN 5580 Sexuality in Counseling
- COUN 5530 Motivational Interviewing I & II +
- COUN 5520 Infectious Diseases in Addictions (1 credit) +
- COUN 5970 Advanced Pharmacology (1 credit) +
- COUN 5090 Spiritual Dimensions of Counseling
- COUN 5590 Clinical Supervision I & II +
- COUN 5900 Science of Process and Behavioral Addictions
- COUN 5300 Marriage and Family Practicum (2<sup>nd</sup> or 3<sup>rd</sup> year students only)

Other electives may be offered based on the shared desires of students and faculty members.

\*The DCHS faculty recommends that students complete their school counseling degree program and receive their MA degree, then, if interested complete the additional courses required for the CMHC emphasis.

\*\*Core courses completed in the first year of the program.

\*\*\*Taken during the first year of the program as part of the Core experience for students on the two year plan of study and taken in the spring of the second year for student on the three year plan of study.

+ Course required for CAC Certification

## ***ADDICTIONS EMPHASIS (Both CMHC and SC eligible)***

The Department of Counseling and Human Services (DCHS) within the College of Education at UCCS has established a 18 credit hour emphasis that offers students who have been accepted into the Master of Arts in Counseling and Human Services program the opportunity to seek certification as a Certified Addictions Counselor II (CAC II) or Licensed Addictions Counselor (LAC). The university curriculum is designed to meet the standards set forth by the Colorado Office of Behavioral Health (OBH) including hours of in-class study, additional homework, and laboratory assignments. Students may complete the Master of Arts in Counseling and Human Services (i.e. Clinical Mental Health or School Counseling) and the addictions emphasis simultaneously. UCCS offers one of the only Master of Arts degree program in the state of Colorado that embeds the competencies to meet CAC II/LAC credentialing.

Once admitted to the Master of Arts in Counseling and Human Services program at UCCS, students declare an emphasis in addictions which requires specific coursework. The addictions emphasis provides students with the opportunity to complete the academic requirements necessary for CAC II/LAC certification. Students who graduate with a Master of Arts degree in Counseling and Human Services and complete their practicum and internship experience under an approved Certified Addictions Counselor or Licensed Addictions Counselor, can be granted up to 1000 hours without having to register with the Psychotherapist data base (sites may vary with additional requirements). Upon graduation and successful completion of the Master Addiction Counselor Exam, these hours can be applied to the 2000 hours required for CAC II certification. Students may schedule an appointment with the Coordinator of the Addictions Emphasis for additional information about addiction certifications.

### **Department of Counseling and Human Services: Certified Addictions Counselor (CAC) Plan**

#### ***I. CAC Courses***

|            |  |   |
|------------|--|---|
| COUN 5100  | Theories and Techniques of Group Counseling+           | 3 |
| COUN 5330  | Issues, Ethics, and Trends in Professional Counseling+ | 3 |
| COUN 5510  | Principles of Addictions+                              | 3 |
| COUN 5530. | Motivational Interviewing I & II+                      | 3 |
| COUN 5520  | Infectious Diseases in Addictions +                    | 1 |
| COUN 5960  | Psychopharmacology +                                   | 1 |
| COUN 5970  | Advanced Pharmacology +                                | 1 |
| COUN 5590. | Clinical Supervision I & II+                           | 3 |

**Total Semester Hours 18**

## Comprehensive Examination and Other Required Academic Assessments

The Comprehensive Exam in the Department of Counseling and Human Services occurs during the spring prior to graduation. The exam process involves two sections:

1. Section I: All students will be required to successfully complete a nationally standardized comprehensive examination, *the Counselor Preparation Comprehensive Examination (CPCE)* during their final semester in the program.
2. Section II: All students will be required to successfully complete a Departmental examination in their area of specialization: CMHC or SC.

Please also be aware of the following:

- School counseling students must successfully complete the Colorado mandated *PRAXIS Examination* to be licensed as a school counselor.
- All counseling students seeking recognition as Licensed Professional Counselors (LPC) in Colorado must successfully complete the *National Counselor Examination (NCE)*. This examination will be offered during the student's final semester in the program by an outside agency.
- Students who plan to enter private practice and want to strengthen their credentials with managed care health insurance companies or work with military populations may elect to take the *National Clinical Mental Health Counselor Examination (NCMHCE)*. If this is of interest, please visit [nbcc.org](http://nbcc.org) for more information.
- Students who are seeking the Licensed Addictions Counselor (LAC) in Colorado must take the Master in Addictions Counseling (MAC) Exam administered by NAADAC. This test can only be taken AFTER the Master's degree is conferred.
- Students seeking any credential from the Department of Regulatory Agencies in Colorado will be required to complete the Mental Health Jurisprudence test – see the DORA website for details.

**2yr/3yr Table of Courses for Clinical Mental Health Counseling and School Counseling**  
**Effective Summer 2023**

| <i>Summer Semester</i>   | <i>Fall Semester</i>  | <i>Spring Semester</i>  |
|--|---|---|
| <b>First Year (6-9 credits)</b>  | <b>First Year (12 credits)</b>  | <b>First Year (12 credits) *</b>  |
| COUN 5010 (Session A)<br>Theories & Techniques of Individual Counseling<br><br>COUN 5040 (Session B)<br>Human Growth & Development<br>LEAD 5700 (Session A or B)<br>Introduction to Research & Statistics<br><b>** (may be taken any other semester)</b> | COUN 5020<br>Lab in Individual Counseling<br><br>COUN 5950 <b>(CMHC)</b><br>Roles & Functions of the CMHC Counselor<br><br>COUN 5800 <b>(School)</b><br>Roles & Functions of the School Counselor<br><br>COUN 5550<br>Practice of Crisis Counseling, Trauma and Disaster Work<br><br>COUN 5330<br>Issues, Ethics, & Trends in Professional Counseling | COUN 5100<br>Theories & Techniques of Group Counseling<br><br>COUN 5120<br>Practicum in Professional Counseling<br><br>COUN 5860<br>Social & Cultural Foundations of Professional Counseling<br><br>COUN 5440 <b>(CMHC)</b><br>Advanced Psychopathology & Diagnosis<br>COUN 5810 <b>(School)</b><br>Organization & Admin of the School Counseling Program |

| <b>Second Year (6-9 credits)*</b>   | <b>Second Year (6-9 credits) *</b>   | <b>Second Year (6-9credits) *</b>   |
|---|--|---|
| COUN 5130 (Session A)<br>Theories and Techniques of Marriage, Couple and Family Counseling<br><br>COUN 5410 (Session B)<br>Measurement & Appraisal<br><br>COUN 5720 <b>(CMHC)</b><br>Internship: Clinical Mental Health Counseling<br><br>Elective(s) | COUN 5510<br>Principles of Addiction Treatment<br><br>COUN 5720 <b>(CMHC)</b><br>Internship: Clinical Mental Health Counseling<br>COUN 5700 <b>(School)</b><br>Internship: Elementary/Middle/High School Counseling<br><br>Elective(s) | COUN 5720 <b>(CMHC)</b><br>Internship: Clinical Mental Health Counseling<br><br>COUN 5700 <b>(School)</b><br>Internship: Elementary/Middle/High School Counseling<br><br>COUN 5430<br>Career Development<br><br>Elective(s) |

**2-Year Track\*\*\*** DEGREE TOTAL OF 60 CREDITS\*Students are required to take 9 credits of electives during the program.  
 \*\*All students must take LEAD 5700 and an elective and may choose the semester in which they take the courses.

**\*\*\*Although this program description brochure was prepared based on the best information available at the time, all information is subject to change without notice or obligation. The University reserves the right to alter this schedule when necessary to meet program demands. Every effort will be made to assist students to complete their degree plans as scheduled.**

| <b>Summer Semester</b>   | <b>Fall Semester</b>  | <b>Spring Semester</b>   |
|--|---|--|
| <b>First Year (3-6 credits)</b>  | <b>First Year (6-9 credits)</b>   | <b>First Year (6-9 credits)</b>  |
| COUN 5010<br>Theories & Techniques of Individual Counseling<br><br>COUN 5040<br>Human Growth & Development<br>(can be taken year 1 or 2)<br><br>LEAD 5700<br>Introduction to Research & Statistics<br>** (may be taken any other semester) | COUN 5020<br>Lab in Individual Counseling<br><br>COUN 5330<br>Issues, Ethics, & Trends in Professional Counseling<br><br>COUN 5950 <b>(CMHC)</b> Roles & Functions of the Clinical Mental Health Counselor (can be taken year 1 or 2)<br><br>COUN 5800 <b>(School)</b> Roles & Functions of the School Counselor (can be taken year 1 or 2) | COUN 5100<br>Theories & Techniques of Group Counseling<br><br>COUN 5860<br>Social & Cultural Foundations of Professional Counseling<br><br>COUN 5440 <b>(CMHC)</b> Advanced Psychopathology and Diagnosis (can be taken year 1 or 2)<br><br>COUN 5810 <b>(School)</b> Organization & Admin of the School Counseling Program (can be taken year 1 or 2) |
| <b>Second Year (3-6 credits)*</b>  | <b>Second Year (6-9 credits)*</b>   | <b>Second Year (6-9credits)*</b>   |
| COUN 5130<br>Theories and Techniques of Marriage, Couple and Family Counseling<br><br>Possible Elective(s)   | COUN 5510<br>Principles of Addiction Treatment<br><br>Possible Elective(s)  | COUN 5120<br>Practicum in Professional Counseling<br><br>COUN 5430 Career Development<br><br>Possible Elective(s)  |



| Third Year (3-6 credits)*   | Third Year (3-6 credits)*   | Third Year (3-6 credits)*   |
|---|---|---|
| COUN 5720 (CMHC)<br>Internship: Clinical Mental Health Counseling<br>COUN 5410<br>Measurement & Appraisal<br><br>Possible Elective(s) | COUN 5720 (CMHC)<br>Internship: Clinical Mental Health Counseling<br>COUN 5700 (School)<br>Internship: Elementary/Middle/High School Counseling<br><br>Possible Elective(s) | COUN 5720 (CMHC)<br>Internship: Clinical Mental Health Counseling<br>COUN 5700 (School)<br>Internship: Elementary/Middle/High School Counseling<br><br>Possible Elective(s) |

|                        |   |
|------------------------|---|
| <b>3-Year Track***</b> | DEGREE TOTAL OF 60 CREDITS  |
|                        | *Students are required to take 9 credits of electives during the program.<br>**All students must take LEAD 5700 and an elective and may choose the semester in which they take the courses. |

**\*\*\*Although this program description brochure was prepared based on the best information available at the time, all information is subject to change without notice or obligation. The University reserves the right to alter this schedule when necessary to meet program demands. Every effort will be made to assist students to complete their degree plans as scheduled.**

**Table of Courses for Addictions Emphasis**

| <i>Summer Semester</i>   | <i>Fall Semester</i>   | <i>Spring Semester</i>                                   |
|--|--|--|
| <b>First Year</b>  | <b>First Year</b>  | <b>First Year</b>  |
|  | COUN 5330<br>Issues/Ethics/Trends in Professional Counseling   | COUN 5100<br>Theories and Techniques of Group Counseling |
| <b>Second Year</b>   | <b>Second Year</b>   | <b>Second Year</b>                                       |
| COUN 5520 (1 credit)<br>Infectious Diseases in Mental Health Treatment<br><br>COUN 5960 (1 credit)<br>Psychopharmacology<br><br>COUN 5970 (1 credit) | COUN 5510<br>Principles of Addiction Treatment<br><br>COUN 5530<br>Motivational Interviewing, I & II | COUN 5590<br>Supervision I & II                          |

|                       |  |  |
|-----------------------|--|--|
| Advanced Pharmacology |  |  |
|-----------------------|--|--|

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