Admissions Guide (revised)

MA (Project based) Aboriginal Communities Counselling program
(to be replaced by MA Indigenous Communities Counselling, when approved)
Educational Psychology and Leadership Studies

Application deadline: August 1, 2013 for January, 2014 program start

The Counselling Program in the Department of Educational Psychology and Leadership Studies, in partnership with Indigenous Education in the Faculty of Education and community educators will collaborate to deliver a unique graduate counselling program that is relevant to and consistent with the values and traditions of Indigenous communities. A pilot cohort (informally called the “Aboriginal Communities” Counselling program - ACCP) began in September 2008 and completed in August 2011. A second cohort, following the new MA degree program in “Indigenous Communities Counselling” is planned to begin in January 2014.

Seven key values and principles adopted by the pilot program Advisory Committee are integral to the program framework and inform program delivery:

- The Indigenous paradigm as central
- The sacred and the spiritual dimension
- The ancestral dimension
- Stories, ceremony, culture, language, and communal healing
- The earth and our relatives
- The circle
- Counselling vocation and practice

Based on experiences from the pilot cohort students, faculty, staff, Advisory members, and practicum supervisors, an application for a new **MA degree in Indigenous Communities Counselling (ICCP)** has been submitted to the University of Victoria. The proposed new ICCP degree will replace the pilot program. **When the new MA degree is approved, students who have been accepted into the ACCP program may apply to transfer to the new degree.**

*Until the new degree is approved, current intake for the next cohort follows the existing Project-based MA Counselling Psychology degree admission procedures and requirements.*
Application Requirements:

The program is open to both Indigenous and non-Indigenous applicants. Consistent with program focus and UVic policy on equity and access, preference will be given to Aboriginal applicants and those currently working in a helping capacity with Aboriginal Communities.

1. Applicants are normally required to have completed a baccalaureate degree with at least a B+ average (78%) in the last two years of course work. Applicants with less than a "B" average (5.0 GPA) on their undergraduate degree may be eligible for admission as a Mature Student if they have at least four years relevant professional experience since degree completion and are recommended by our faculty. See [http://web.uvic.ca/calendar2013/GRAD/FaAd/OtAd.html](http://web.uvic.ca/calendar2013/GRAD/FaAd/OtAd.html)

2. Completion of pre-requisite courses ED-D 414 Group Processes, ED-D 417 Effective Interpersonal Communication, and ED-D 418 Introduction to Theories of Counselling with at least a B+ grade. Applicants applying for equivalency for any of these courses must send detailed course outlines (syllabi) and other supporting information to the Acting Academic Advisor Dr. Anne Marshall (contact information below) prior to application. See [http://www.uvic.ca/education/psychology/programs/graduate/counsellingpsych/admissions/index.php#section0-21](http://www.uvic.ca/education/psychology/programs/graduate/counsellingpsych/admissions/index.php#section0-21)

3. Applicants who have not completed all required pre-requisite courses should be registered in these courses by August 1, 2013 and indicate this in their personal statement. Applicants may be offered admission to the program conditional upon completion of whatever required courses are outstanding. All required pre-requisite courses must be completed before program start – January 1, 2014.

4. In order to be eligible for registration with provincial and national counsellor certification bodies, applicants are expected to have a broad understanding of psychological principles and issues as a result of their academic course work. To be considered for admission, all applicants should have a minimum of 3.0 units (2 courses) of relevant 3rd and 4th year coursework, in educational psychology, psychology, child and youth care, social work, or a related helping discipline (examples of relevant courses include: lifespan development, personality, abnormal psychology, learning/cognition, social psychology, community psychology, family systems, and addictions). For applicants to the Aboriginal Communities program, courses in Aboriginal or Indigenous culture, learning, education, helping, and other areas would also be considered appropriate background. This would include courses such as ED-D 419 Introduction to Indigenous Helping and Healing, EDCI/IED 372 Indigenous Epistemologies, the EDCI 499 Series: Learning and Teaching in an Indigenous World, IED 473 CENENITEL TW TOLNEW: Helping each other to learn, SOCW 391 Indigenous Approaches to Healing and Helping, and SOCW 354 An Introduction to Indigenous Issues and Human Services. Applicants should provide a list of such relevant courses and grades obtained with their application.

5. Successful, relevant field experience must be completed prior to the application deadline and documented in a complete résumé. **For the Indigenous Communities program, we are particularly interested in applicants who have completed all or part of their field experience in Indigenous based settings.** Field experience is defined as working in a helping capacity in a counseling, helping-related or teaching-related setting with children, adolescents, or adults. At least 200 hours are are recommended.
6. **Two Assessment Reports** from professors and/or supervisors. These should be people who are in a position to assess your preparation for graduate school, in comparison to others they have known at a similar stage. Emails are now automatically sent to your references when you include their email address in your online application. Please note that it is not appropriate to have colleagues or family friends complete these reports.

7. Applicants are required to submit a minimum of **two Counselling Skills Evaluations**. One must be from an instructor of ED-D 417 (or equivalent). The other may be from a supervisor of the applicant's counseling/helping or other applied work setting.

8. A personal statement (3 to 5 pages) describing future work plans and motivation for graduate work in Counselling is also required. We would encourage you to include:
   
   a. How your enrolment in the Aboriginal Communities Counselling program might help you meet important personal and/or community goals. What background and/or experience do you have related to helping in Indigenous communities?
   
   b. What preferences do you have in terms of course content and style of teaching, skill development, and personal learning?
   
   c. What are your strengths and weaknesses as a person, learner, and helper?
   
   d. What personal and/or cultural values are most important to you and how do these influence your views about being a counsellor?
   
   e. In what type of setting would you like to work following graduation from a counselling program and with what client population would you like to work?
   
   f. Add any other relevant information that you think would help the admissions committee to know about you as a person, a community member and a potential counsellor.
   
   g. Indicate the names of the two people who have been asked to submit your **Counselling Skills Evaluations**.
   
   h. Applicants are advised to use the above headings in abbreviated form in the Personal Statement, to facilitate the reading of material. The personal statement should be typed, double spaced, with normal margins and should be no longer than 5 pages. Please include on the first page: current date, name, address, phone number, and fax number/e-mail address (if available).

9. Applicants requesting admission **consideration due to disability** must put their request in writing at the time of application, providing an explanation of their situation and appropriate medical or other documentation.

10. As of September 2011, successful applicants must undergo a **criminal record check** in compliance with the BC Criminal Records Review Act and submit it to the Department of Educational Psychology and Leadership Studies for review before full acceptance is given. **Await department instructions before proceeding.**
List of Required Program Courses (as of July 2013)

ED-D 503 (1.5)  Program Development and Evaluation
ED-D 514 (1.5)  Assessment in Counselling
ED-D 518 (1.5)  Advanced Seminar in Theories of Counselling Psychology
ED-D 519C (1.5)  Ethics and Legal Issues in Counselling
ED-D 519H (1.5)  Career Development and Counselling across the Lifespan
ED-D 519N (1.5)  Diversity, Culture and Counselling
ED-D 519L (1.5)  Group Counselling
ED-D 522 (3.0)  Skills and Practice for Counselling
ED-D 523 (3.0)  Internship in Counselling
ED-D 561A (1.5)  Methods in Educational Research
ED-D 519P (1.5)  Trauma Counselling (Proposed Elective) *electives are subject to change
ED-D 521 (1.5)  Family Counselling (Proposed Elective)
(ED-D 591 (1.5)  Addictions Counselling
ED-D 598 (1.5)  Project
ED-D 597 (1.5)  Comprehensive Examination

There is a required seminar in Indigenous Healing and Spirituality (ED-D 525) throughout the program.

TOTAL: 25.5 units (Project-based option)

Please contact Acting Academic Advisor Dr. Anne Marshall or Graduate Assistant Stacey Brownell if you have any questions regarding the application process or the ACCP/ICCP.

Contacts:
Counselling Graduate Programs: Stacey Brownell
E-mail: epilsgrad@uvic.ca
Ph: 250-721-7883

Community-Based Programs: Ione Wagner
E-mail: iwagner@uvic.ca
Ph: 250-721-7875

Acting Academic Advisor
Dr. E. Anne Marshall
Department of Educational Psychology & Leadership Studies
University of Victoria
Victoria, B.C. V8W 3N4
Email: amarshal@uvic.ca
Ph: 250-721-7815

Counselling Graduate Advisor: Dr. Tim Black
Email: counsadv@uvic.ca
Ph: 250-721-7802
Admission Process

1. Applicants are encouraged to begin the application process early, as there is often a delay in obtaining the necessary supporting documents (e.g., references, transcripts). Graduate Admissions is particularly busy in the spring and it is advisable to have all supporting documents in as early as possible to avoid a processing delay.

2. Make sure you are aware of all the program requirements.

3. All required documents should be uploaded with your application. Please visit the following website to prepare for the submission of your application and your supporting documents or see the application checklist below.


4. Submit your application online at: https://www.uvic.ca/application. Fill out the application clearly and completely. You must include information for all post-secondary institutions at which you registered for courses. Failure to disclose may result in having your admission and registration cancelled. Include the application fee with your application - you must pay online with a credit card.

5. Use the Application Checklist below to ensure the proper documents are sent to the proper place. Different documents are required to be submitted to different places in different ways. Failure to do so may result in an incomplete application and may jeopardize the application. Original documents must be received by the dates indicated.

6. Fillable PDF forms (Counselling Skills Evaluation, List of Prerequisite Courses, Field experience Chart) needed for the application are available here:

   http://www.uvic.ca/education/psychology/programs/graduate/counsellingpsych/admissions/index.php#section0-23

7. Documentation from applicants who are not admitted or do not take up an offer of admission will be kept on file for ONE year, except for counseling skills evaluations which will be kept on file for seven years.
APPLICATION CHECKLIST

Name ________________________________

<table>
<thead>
<tr>
<th>Should be received by August 1, 2013 to <a href="mailto:amarshal@uvic.ca">amarshal@uvic.ca</a></th>
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</thead>
<tbody>
<tr>
<td>□ Request for Course Equivalency (if appropriate)</td>
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Apply and upload required documents (PDF format preferred) online at: https://www.uvic.ca/application by August 1, 2013

□ Submit an online application and pay the application fee

□ Upload the following documents with your application
  □ List of required 3.0 units (2 courses) of 3rd and 4th year courses PLUS ED-D, 414, 417, 418
  □ Personal Statement
  □ Field Experience Chart(s)
  □ Résumé
  □ Unofficial transcript(s)

The following documents need to be received directly from the referee at eplsgrad@uvic.ca by August 1, 2013 or as soon ED-D 417 is complete

□ Counselling Skills Evaluation from ED-D 417 teacher or equivalent
□ Counselling Skills Evaluation #2

The following documents will be received directly from the referee after you submit their email addresses with your online application. Deadline August 31, 2013.

□ Assessment Report #1
□ Assessment Report #2

If offered admissions to the program mail final official transcript(s) to Graduate Admissions and Records:

Graduate Admissions and Records
University of Victoria
PO Box 3025 STN CSC
Victoria BC V8W 3P2 Canada

□ Copy of your official transcript(s)
**FIELD EXPERIENCE CHART**

Applicant Name: _____________________________

*If you have had more than one position, please fill out another form for each position*

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<th>POSITION TITLE*</th>
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<td>START DATE:</td>
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<td>END DATE:</td>
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<td>ORGANIZATION NAME:</td>
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<td>SETTING: (i.e. school, clinic)</td>
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<td>ADDRESS:</td>
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<td>SUPERVISOR * INFORMATION:</td>
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<td>Total # of hours of direct helping experience with clients</td>
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<td>SKILLS REQUIRED:</td>
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*Please note that supervisors may be contacted to verify direct contact hours noted and/or other relevant information about the position.*

The above information is true and accurate, to the best of my knowledge:

________________________________________  _______________________
Applicant Signature                        Date
List of Required Counselling Program Prerequisites Courses

This document is required for a complete admissions package. If you are in progress or planning to take the course in the future, please indicate this in the table. If the title of the course does not present a clear meaning of the course content please include a course syllabus.

Applicant Name: __________________

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<tr>
<th>Course</th>
<th>Where &amp; When</th>
<th>Grade</th>
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