



University  
of Victoria

Educational Psychology  
& Leadership Studies

# ADMISSIONS GUIDE

September 2020 Entry

Master of Arts (Project-based)  
Indigenous Communities Counselling Psychology

Application deadline: March 1<sup>st</sup>, 2020



A'tola'nw (SENĆOŦEN). "A time of hope & respecting one another."

*Charles Elliott (Tsartlip artist) designed the logo and drum for the Indigenous Communities Counselling Psychology (ICCP) program. His brother John Elliot gifted the program with the name A'tola'nw.*

The Department of Educational Psychology and Leadership Studies in partnership with Indigenous Education in the Faculty of Education and community educators have collaborated since 2006 to deliver a unique graduate counselling program developed to support Indigenous mental health. Guided by an Advisory Committee, the goal of the Indigenous Communities Counselling Psychology (ICCP) MA program is to offer graduate level professional Counselling education and training that is relevant to and consistent with the values and traditions of Indigenous communities. These values and traditions are integrated into every course in the program. Indigenous community needs and partnerships are a central focus of every aspect of the program. It is specifically designed for adult learners who are working in mental health and helping contexts within Indigenous communities. The program courses are consistent with national and provincial counsellor education guidelines and certification/registration requirements for professional counsellors. ICCP is a part-time program delivered primarily on weekends and through intensive summer institutes.

Seven key values and principles were developed by the Advisory Committee in 2007 in consultation with Indigenous Elders, helpers, and community educators. These are integral to the program framework and inform all elements of program delivery:

- The Indigenous paradigm is 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

We acknowledge and respect the Lkwungen-speaking peoples on whose unceded traditional territory the university stands and the Songhees, Esquimalt and WSÁNEĆ peoples whose historical relationships with the land continue to this day.

## Program Course Requirements *(Program course schedule will be available later)*

Course Number	Course Title	Unit Value
ED-D 525	Indigenous Healing and Spirituality	1.5
ED-D 514	Assessment in Counselling	1.5
ED-D 518	Advanced Seminar in Theories of Counselling Psychology	1.5
ED-D 519C	Ethics and Legal Issues in Counselling	1.5
ED-D 519R	Indigenous Development and Counselling across Generations	1.5
ED-D 519L	Group Counselling	1.5
ED-D 522	Skills and Practice for Counselling	3.0
ED-D 523	Internship in Counselling	3.0
ED-D 564	Indigenous Research and Program Evaluation	1.5
ED-D 519P	Trauma Counselling (Proposed Elective) *	1.5
ED-D 521	Family Counselling (Proposed Elective) *	1.5
ED-D 519S	Addictions Counselling (Proposed Elective) *	1.5
ED-D 598	Project	3.0
ED-D 597	Comprehensive Examination	1.5
	<b>TOTAL PROGRAM UNITS: (Project-based)</b>	<b>25.5 units</b>
<i>*electives may be subject to change</i>		

### Practicum Guidelines

Consistent with the vision for the ICCP and the community focus of this program, students will be placed in counselling practicum sites that have Indigenous clientele.

The Canadian Counselling and Psychotherapy Association's Council on Accreditation for Counsellor Education Programs (CACEP) considers supervised practice as the most critical experience of the program. Students are required to complete the following practica hours under the direction of a professional counsellor in the community:

#### ED-D 522 Practicum Hour Requirements Summary

Total of Direct Counselling hours (40 individual and 10 group) = 50 hours

Total of Indirect Service hours (other on-site practicum activities) = 50 hours

TOTAL REQUIRED ON-SITE HOURS = 100 hours

#### ED-D 523 Practicum Hour Requirements Summary

Total of Direct Counselling hours (160 individual and 40 group) = 200 hours

Total of Indirect Service hours (other on-site practicum activities) = 200 hours

TOTAL REQUIRED ON-SITE HOURS = 400 hours

## Admission Requirements

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

### 1. Baccalaureate Degree

We require that you have completed an acceptable bachelor's degree or equivalent from an academic institution recognized by the University of Victoria. All applicants normally must have earned the equivalent of a B+ average over the last two years (or equivalent of 30.0 UVic units) of their degree to be considered. Practicum, non-graded (pass-fail) courses, credit granted on the basis of life or work experience, or credit earned at institutions not recognized by the University will not be used in determining an applicant's grade point average or units completed.

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.

### 2. Prerequisite Courses

**All courses must have been completed within seven years of the date of application**

- ED-D 414 Group Processes with a B+ or higher:** Analysis, theory, and research related to group processes, decision-making, and leadership in a variety of settings. Awareness and understanding of self in group contexts. The course includes skills practice and development related to group membership and facilitation.
- ED-D 417 Skills for Effective Interpersonal Communication with a B+ or higher:** Basic interpersonal communication skills for active listening, empathic understanding and communication of empathy. Includes analysis of effective interpersonal skills and skill building laboratory experience. The content and skills are transferable to a variety of settings, including counselling, education, human development, management, healthcare, psychology and recreation.
- ED-D 418 Introduction to Theories of Counselling with a B+ or higher:** Major theoretical approaches to counselling. This will include philosophical assumptions, key concepts, the process of change, and interventions. Designed for those interested in counselling, psychotherapy, and helping relationships.
- An upper level course in the area of educational psychology, psychology, child and youth care, social work, Aboriginal or Indigenous helping/healing.
- An upper level course in the area of educational psychology, psychology, child and youth care, social work, Aboriginal or Indigenous helping/healing.

### 3. A significant number of Counselling-related Hours

Successful, counselling related experience must be completed prior to the application deadline. We are particularly interested in applicants who have completed all or part of their experience in an Indigenous based setting. At least 200 hours are recommended.

Counselling related experience is defined as working<sup>1</sup> with “vulnerable populations”<sup>2</sup> in a position where the applicant’s main role was to help individuals or groups with personally meaningful goals or needs. Such experience should involve person-to-person and/or group helping relationships in which (a) you play a facilitative role in learning, personal and emotional growth, and/or psychological development and (b) are required to demonstrate professional and ethical behaviours, effective interpersonal skills and personal awareness. It must also include supervision involving evaluative feedback from a professional of a higher administrative position (i.e., not peer consultation) with clearly stated roles and responsibilities for the individual and the supervisor. This requirement can be met through volunteer work experience; although, preference may be given to you if you have sustained relevant, paid work experience.

Counselling related examples include social worker, peer helping, group facilitator, teaching, special needs care, group homes, at-risk youth outreach, volunteer counselling, distress line work, big brother/sister and lay counselling programs.

<sup>1</sup> Volunteer and/or paid work experience.

<sup>2</sup> While it is arguable that the human condition renders us all vulnerable, by vulnerable populations we refer to persons/populations more-than-ordinarily vulnerable than typical adult-aged persons of the general population. Children and youth are a vulnerable population (which is why volunteers and service personal require criminal record checks).

### 4. Two Counselling Skills Evaluations

One must be from your instructor of ED-D 417 or the approved equivalent course. The purpose of these evaluations is to provide a more detailed qualitative assessment of your counselling skills and professional characteristics than is intended by the two required assessment reports.

### 5. Two Assessment Reports

Assessment reports are required from at least one academic reference and the second may be a professional reference or another academic reference who is familiar with your work.

### 6. A Personal Statement

Detailing career plans and motivation for graduate work in Counselling.

### 7. Additional requirements for international applicants:

For applicants whose first language is not English, and who have not resided in a designated English-speaking country three years immediately prior to the entry- point applied for, must provide proof of English Language Proficiency. [Visit the EPLS department website for required scores.](#)

## How to Prepare an Application

### 1. Baccalaureate degree

Submit unofficial transcripts of all degree(s) and coursework.

### 2. Prerequisite courses

Applicants must fill out their courses on the form "[List of Required Prerequisites Courses Indigenous](#)" that meet the 5 courses of senior level undergraduate courses required.

Ideally, applicants will have ED-D 417 and ED-D 418 complete by the December 31<sup>st</sup>, 2019. If not, you must be registered in these courses by January 1, 2020, at the latest, in order to be eligible to apply. Applicants may be offered admissions to the program conditional upon completion of whatever required courses are outstanding. All required prerequisite courses must be completed before program start date (no exceptions).

Applicants requesting equivalency for any of these courses must send detailed course outlines (syllabi) to the counselling graduate program assistant, (eplsgrad@uvic.ca) **prior to application** for assessment by the ICCP coordinator.

### 3. Counselling-related hours - Resume & Field Experience Charts

Applicants must fill out their counselling related experience(s) in a [Field experience chart\(s\)](#).

For every counselling-related position held, fill out an experience chart.

**In the résumé** please document all work experience and include a brief statement about what was gained or learned from each experience. Whether the candidate was working or not, all gaps in the history should be included and explained. The purpose of the experience requirement is, in part, to show involvement and interest in people-oriented work. Please include on the first page: current date, name, address, phone number, and email address.

### 4. Counselling Skills Evaluations (2 only)

All applicants to Counselling graduate programs must request two [Counselling Skills Evaluations](#) (CSE) of their counselling abilities. **One must be from your instructor of ED-D 417 or the pre-approved equivalent course.** The other must be from a supervisor of the applicant's counselling or other applied work setting.

Applicants should send the blank CSE form to their intended referees. The CSE's are to be emailed by the referee directly to the Educational Psychology and Leadership Studies Graduate Programs Office (eplsgrad@uvic.ca). Candidates need to indicate in their personal statement who has been asked to submit these reports.

**Two different people from those who completed the Assessment Reports need to the complete Counselling Skills Evaluations.**

## 5. Assessment Reports (2 only)

Assessment reports are ideally from at least one academic reference and the second may be a professional reference or another academic reference who is familiar with your work. The names and email addresses of your chosen assessors are required when you submit your online application. It is important that you contact your referees prior to providing them here in order to confirm their willingness to provide you with an assessment. A letter of reference may also be supplied as part of the assessment report. UVic will send the assessment form information directly to your referees upon submission of your application.

Submissions of references will be collected electronically alongside your application information. For more information on these reports visit [Graduate Admissions and Records](#). See Assessment reports in the accordion section.

## 6. Personal Statement

Applicants are to prepare a personal statement (maximum 5 pages) as part of the admission requirements covering the following areas:

- a. How will your enrolment in the ICCP program 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 are your strengths and weaknesses as a helper and a learner?
- c. What personal and/or cultural values are most important to you and how do these influence your views about being a counsellor?
- d. 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?
- e. 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.
- f. Indicate the names of the two people who have been asked to submit your Counselling Skills Evaluations.

Applicants are advised to use the above headings in abbreviated form 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 email address.

## Application Notes

-  If you know (or even think you may) need academic accommodation, it will be your responsibility and our expectation that you register with the Centre for Accessible Learning (CAL) to initiate the process of arranging the appropriate academic accommodations to support your success in graduate school.
-  All applicants that are admitted will be required to undergo a Criminal Record Check (Solicitor General CRC only) in compliance with the BC Criminal Records Review Act. Full admittance to the program requires a successful criminal record check. **Await department instructions before proceeding.**

## Admission Process

- 🌐 **Applications are due March 1<sup>st</sup>, 2020.** 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 and it is advisable to have all supporting documents in as early as possible to avoid a processing delay.
- 🌐 Make sure you are aware of all the program requirements.
- 🌐 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.
- 🌐 All required documents (PDF format) need to be uploaded with your application.
- 🌐 Use the ICCP Application Checklist (next page) 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.
- 🌐 Fillable PDF forms (Counselling Skills Evaluation, List of Prerequisite Courses Indigenous, Field experience Chart) needed for the application are available on the [ICCP webpage](#).
- 🌐 Counselling Skills Evaluations (CSEs) will be kept on file in the Department of Educational Psychology and Leadership Studies until the course is out of date (i.e. course 7 years old).

### Contacts:

Stacey Brownell  
Counselling Psychology Graduate Program Assistant  
E-mail: [eplsgrad@uvic.ca](mailto:eplsgrad@uvic.ca)  
Phone: 250-721-7883

Ione Wagner  
Community-Based Program Assistant  
E-mail: [iwagner@uvic.ca](mailto:iwagner@uvic.ca)  
Phone: 250-721-7875

## ICCP Application Checklist

Should be received prior to application to [epsgrad@uvic.ca](mailto:epsgrad@uvic.ca)

- Request for Course Equivalency (if appropriate)

Apply and upload required documents (PDF format required) online at:  
<https://www.uvic.ca/application> by application deadline

### Upload the following documents with your application:

- All Unofficial transcript(s)-even UVic transcripts
- List of Required Counselling Prerequisites Courses Indigenous
- Personal Statement
- Field Experience Chart(s)
- Résumé
  
- Submit an online application and pay the application fee

The following documents need to be received directly from the referee at [epsgrad@uvic.ca](mailto:epsgrad@uvic.ca) no later than 2 weeks\* after application deadline.

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

**\*If you are enrolled in ED-D 417 in January 2020, then your CSE is required by April 15<sup>th</sup>, 2020**

The following documents need to be received by Graduate Admissions and Records no later than 2 weeks after application deadline

- Assessment Report #1
- Assessment Report #2

If offered admissions to the program mail in official final 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)

NOTE: You do not need to mail in official transcripts for courses taken at UVic

# List of Required Counselling Prerequisites Courses for the Indigenous Communities Counselling Psychology Program

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

Applicants Name: \_\_\_\_\_

## ED-D 414 or equivalent

Course Name & Number	
Where & When	
Grade	

## ED-D 417 or equivalent

Course Name & Number	
Where & When	
Grade	

## ED-D 418 or equivalent

Course Name & Number	
Where & When	
Grade	

## 3<sup>rd</sup> or 4<sup>th</sup> year course in educational psychology, psychology, child and youth care, social work, or Aboriginal or Indigenous helping/healing

Course Name & Number	
Where & When	
Grade	

## 3<sup>rd</sup> or 4<sup>th</sup> year course in educational psychology, psychology, child and youth care, social work, or Aboriginal or Indigenous helping/healing

Course Name & Number	
Where & When	
Grade	

## FIELD EXPERIENCE CHART

Applicant Name: \_\_\_\_\_

POSITION TITLE:	
START DATE:	
END DATE:	
ORGANIZATION NAME:	
SETTING: (i.e. school, clinic)	
ADDRESS:	
SUPERVISOR * INFORMATION: Name: Tel #: Email:	
Total # of hours worked on the job	
Total # of hours of direct helping experience	
RESPONSIBILITIES & DUTIES:	
SKILLS REQUIRED:	

\* 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