



Dear Prospective CMHC Student:

We are pleased that you are interested in applying for admission into the MS Program in Clinical Mental Health Counseling (CMHC) at Wilmington University. Applications for the CMHC Program are accepted from individuals who have a bachelor's degree from an accredited institution. The program is available at the Wilson Graduate Center site in New Castle County and at the Dover site in Kent County.

Application deadlines are explained on the attached sheet. No admission decisions will be made until after the application deadline has passed. All applications are reviewed at that time and those candidates selected to continue the admission process by attending group and individual interviews will be notified. Candidates who are not selected to continue the process will also be notified. Candidates are invited for interviews based on the quality of their admissions documentation, previous experience/employment, and their potential for academic success as indicated by their undergraduate grade point average.

You are encouraged to submit your applications materials early so that you can follow-up in a timely manner if anything is missing or delayed in arrival at the Graduate Admissions Office.

This packet contains several important items:

- Program Mission Statement
- Application Instructions (includes deadlines)
- Wilmington University Application For Graduate Admission
- Frequently Asked Questions
- Information Seminar Schedule
- Recommendation Forms for Graduate Admission
- Statement of Goals (thought questions)
- Retention Policy (last page to be signed by applicant and returned with application materials)

You are encouraged to review these materials carefully as you determine your interest in pursuing admission to the program.

If you decide to apply for the CMHC Program, you should follow the Application Instructions for the CMHC Program. These directions supersede any conflicting directions in the other application materials.

If you need clarification of any information contained in this packet, please call Graduate Admissions at (302) 295-1184. Best wishes as you take the next step in your education.

Sincerely,

Doris G. Lauckner

Doris G. Lauckner, Ph.D.

Chair, Clinical Mental Health Counseling

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WILMINGTON UNIVERSITY
Master of Science in Clinical Mental Health Counseling (CMHC)

APPLICATION INSTRUCTIONS

1. The completed application and any subsequent correspondence must be mailed to:

Wilmington University
Office of Graduate Admissions
Wilson Graduate Center
31 Read's Way
New Castle, DE 19720
2. A non-refundable **Application Fee of \$35** must accompany the completed application form along with the Statement of Goals. Your check or money order should be made payable to Wilmington University.
3. Have all **Official Transcripts** sent directly to the Graduate Admissions Office.
4. Have your two recommendation sources send the enclosed **Recommendation Form for Graduate Admission** directly to the Graduate Admissions Office at the Wilson Graduate Center. Letters of recommendation may accompany the form, but can not be substituted for the completed form. Delayed recommendation forms/letters will hinder the admissions process. It is suggested you follow-up with your recommendation sources to be sure your recommendations are received in a timely manner.
5. Include a copy of a current **Resume**.
6. Thoughtfully complete your **Statement of Goals** by answering the two **Thought Questions**. Your answers must be typed and double spaced. Both the content of your answers and your ability to write are being evaluated, so proper grammar, punctuation, and spelling are important.
7. Read, sign and return the last page of the **Retention Statement**.
8. Applicants are screened for admission to the CMHC Program based on the potential to be successful academically as a graduate student and professionally as a counselor. Candidate interviews for the CMHC program are based on completed admissions documentation and the quality of the responses to the documentation. The admissions process is accomplished in two stages.

Stage 1: Review of Application Materials

- a. Undergraduate academic record from the transcript (3.0 GPA or higher is desired)
- b. Relevant professional/volunteer experience documented on the resume
- c. Two recommendations from individuals knowledgeable of an applicant's abilities and potential for success
- d. Statement of goals as expressed on the thought questions

Applicants who successfully meet the screening criteria in Stage 1 are invited to on-campus interviews in Stage 2.

Stage 2: Group Interviews and Individual Interviews

All admissions materials must be complete and submitted by the application deadline for an applicant to be considered for an admissions interview. Interviews will be conducted at the site where the applicant plans to attend classes and will require an applicant to be available for 3-4 hours. The group and individual interviews offer the opportunity to evaluate the applicant's interpersonal skills and personal potential to become an effective professional counselor.

9. All information is confidential. Information requested on race and sex is gathered to enable Wilmington University to comply with its Equal Opportunity obligations and will not be used to discriminate against individuals.
10. The CMHC Program Admissions Committee reviews all application materials and interview information to determine a candidate's fit for the CMHC Program based on academic readiness, personal maturity, and career goals. Decisions of the committee are final.
11. **Application Deadline for Summer Term Admission: February 1st**
All applicants who are admitted are expected to matriculate in the Summer Term of the year of their admission.



CMHC Program Mission Statement

The Mission for the Masters of Science Program in Clinical Mental Health Counseling (CMHC) is to provide quality graduate education as a foundation to prepare students for professional counseling practice spanning a broad range of mental health issues and multi-culturally diverse populations. Consistent with the Mission Statement of Wilmington University, CMHC faculty strive to cherish the dignity of each person, value honesty and integrity in relationships, and foster an atmosphere of intellectual freedom, openness and creativity.

Program hallmarks for counselor academic and personal preparation include:

- The teaching of scholarly-based curricular knowledge related to mental health counseling techniques, theories, skills and research;
- An emphasis on personal growth, including development of self-awareness and insight into one's personal strengths and growing edges;
- The promotion of proficiency in oral and written communication, as well as critical thinking and reflective judgment skills; and
- Subscription to the highest standards of ethical practice and respect for clients from multi-culturally diverse backgrounds and settings.

The CMHC program, comprised of a three year academic course sequence which includes a one-year Practicum/Internship field placement, is structured to fulfill the Council for Accreditation of Counseling and Related Educational Programs (CACREP) standards. As such, after successful completion of the academic course work and demonstration of clinical proficiency, students are prepared and permitted to sit for the National Counselor Examination (NCE). The CMHC Program and the NCE thus serve as foundational requirements in the student's pursuit of application (pending post-master's supervised counseling experience) to become a Licensed Professional Counselor of Mental Health (LPCMH).

QUESTIONS MOST FREQUENTLY ASKED BY CMHC APPLICANTS

1. How does a masters degree in Clinical Mental Health Counseling differ from the masters degree in Social Work (MSW)?

The focus of the CMHC Program is to provide in-depth training in counseling skills and theory. Our students are prepared in the areas of individual, family, marital and group counseling to work as practicing counselors and therapists. The emphasis of the MSW degree is to work with individuals from a sociological and case management perspective.

2. Will this counseling degree help me to get a job with an agency and also to do private practice work?

The CMHC degree prepares individuals to work in various agencies and provides coursework, practicum, and internship necessary to attain National Counselor Certification (NCC), as well as Delaware Counselor Licensure (LPCMH). The licensed Professional Counselor is accepted as a provider by all managed care companies. There are very good career opportunities for the Master's Degree counselor currently and in the future to meet the community's needs for highly trained counselors.

3. How long will it take me to complete the 60 credit hour program? This seems like a great deal of time and coursework.

The CMHC Program has been designed for completion in 3 years. Some of the courses are scheduled on a semester long (15-week) basis and other courses are scheduled in a weekend (Friday evening and Saturday) modular format to be completed over the course of 1-3 weekends. Semester length classes are usually 1 evening per week and may begin at either 5:30 p.m. or 8:15 p.m. The length of the program (60 credit hours) is mandated by the Council for Accreditation of Counseling and Related Educational Programs (CACREP).

4. Is the CMHC Program a competitive program in terms of admission standards?

Admission to the program is competitive based on the balance of a number of factors including undergraduate academic performance (GPA of 3.0 or higher is preferred), prior work/volunteer experience, personal maturity, and personal/professional goals. We have a selection process that is utilized to evaluate a person's readiness for graduate study and their suitability for the field of counseling.

5. Does my undergraduate degree have to be in psychology or sociology for consideration?

No, we have, as a matter of fact, applicants with undergraduate degrees in business, education, criminal justice, science, music, etc. It is an advantage, however, to have had course work in psychology, sociology, and behavioral sciences.

6. Is there financial aid available?

Yes, a significant number of our students utilize the Guaranteed Student Loan, which is based on need. You can get an application from a local bank which processes the loan for the federal government. The University's Financial Aid Office can provide you with information about their loan program. Many students have benefited from this low interest program.

7. Is the CMHC Program fully accredited?

We have received accreditation from the Council for Accreditation of Counseling and Related Educational Programs (CACREP) which grants accredited status to graduate level programs in the field of professional counseling for the Master of Science in Community Counseling Program (MSCC) which is being replaced by the CMHC program. It is anticipated that the CMHC will also be granted full accreditation in July, 2013.

8. If I am accepted into the CMHC Program, when can I start?

In order to be able to complete the program in 3 calendar years, students are admitted to begin classes in the Summer Term by submitting a fully completed application by no later than the Admission Deadline (usually April 15th of each year).

9. Does the CMHC Program accept transfer credits?

A maximum of six credits may be transferred into the program in graduate courses that are deemed equivalent to the courses in the CMHC program.

10. If for any reason, I need to withdraw from the program (financial, illness, etc.), would it be possible to re-enter the program without re-applying?

Students have a five-year time limit to complete the program. From time to time some students need to take a leave from the program and go on inactive status for a short time period. Students must contact their faculty academic advisor if there is a deviation from their program of study including becoming inactive. Typically, return to active status involves only notification of the faculty academic advisor. All students needing more than 5 years to complete their program of study must reapply for admission to the CMHC Program. Exceptions to this policy may be made in extenuating circumstances, which will be considered by the CMHC faculty on a case by case basis.

11. How much time do I have to spend in an agency setting to complete the program?

The CMHC Program requires students to complete a 100-hour practicum at an agency in the Summer Term at the beginning of their third year. Beginning in the Fall Term and running through the Spring Term of the third year, they complete a 600-hour internship at an agency. The average time in the field during practicum is 8 hours per week and 20 hours per week during internship. Although many agencies have flexible hours, which enable students to work around their regular jobs, students often find that they must make arrangements with their employer to insure availability to complete the 600 hours of internship in the prescribed time period of two semesters (i.e., 32 weeks).

12. Is it possible that practicum and/or internship experiences be done where a student is employed?

Yes, some students do work in agencies where practicum and/or internship can be completed. The site must meet all of the regular practicum and internship requirements and the practicum and internship duties must offer the opportunity for new learning and professional growth. In addition, supervision must be provided by someone who meets the CMHC Program's site supervisor requirements for education and experience and who is not the student's regular supervisor. Many students have worked out a creative experience with their agency supervisor and administrator that will enable them to perform in a different area, or to pilot an idea that will enhance their agency's services.

Master of Science In Clinical Mental Health Counseling (CMHC)

STATEMENT OF GOALS

Please address the following 2 thought questions. Each question requires a **minimum of two full double spaced pages (8 ½ x 11) typed.**

- I. State thoughtfully why you want to pursue a career in clinical mental health counseling. Identify your personal and professional goals related to this decision.**

- II. Discuss how your life experiences have shaped you for a career in counseling. How have your personal experiences prepared you to deal with human and social problems? What has been the contribution of your family and your friends to your experiences? How do your personal values relate to the values of the profession of Clinical Mental Health Counseling?**

Since we do not require standardized test scores as a criteria for admissions, your responses to these questions will weigh significantly in the initial screening process. **Responses must meet the minimum of 2 pages per question to be considered.** Please give careful attention to the quality of the content, writing mechanics, and organization of thought.

The CMHC Faculty wish you the best in your quest for the CMHC degree.



Explanation of Purpose of CMHC Program Retention and Review Policy

The CMHC program prepares students for roles as professional counselors. It entails development that goes beyond academic course work to include both interpersonal skills and ethical behavior. So that students are clear about their ongoing progress in the program, this document indicates how students will be assessed, and what processes are in place to address any problems that may arise for students in any of these areas. The faculty members of the program have established a policy which is developmental, that is, its intent is to provide opportunities for growth and change wherever possible. However, this approach is balanced by the need to protect future clients and the counseling profession so that only qualified individuals graduate and are endorsed by the program. Applicants and students are asked to read and sign this statement to indicate that they understand the policy. **Please make a copy of the Statement of Review of the Retention and Review Policy (page 6 only) & return the signed, original form with your admissions materials.**

CMHC Program Retention and Review Policy

The CMHC Program is committed to assisting students to achieve their goals while in the program. The Retention and Review Policy of the Program is designed to ensure that a student's failure to demonstrate the core knowledge and skills necessary to be a successful counselor is addressed in a timely and coherent fashion. All students must sign the Agreement to the Retention and Review Policy form included in the CMHC Application packet.

When a faculty member observes a student's inability to adhere to the standards of Candidate Status identified below, either prior to or after attainment of Candidate Status, the faculty member is required to meet with the student in question, express the specific concern(s) to the student, and seek to establish a mutually agreed upon Informal Plan to resolve the situation before more action is required.

Criteria for Advancement to Degree Candidacy

1. **Academic Progress** – The student will have successfully completed four academic courses, as well as, met criteria and benchmarks for the portfolio assignments and tests in the sequence specified by the program and identified on the student's Program of Study which is signed by the student and the student's Academic Advisor. A sample Program of Study form can be found in the Appendix of this handbook.
2. **Academic Success** – The student will have maintained a grade point average in all classes completed of at least 3.0 (i.e., B average).
3. **Interpersonal Skills and Personal Growth** – The student is expected to demonstrate effective interpersonal skills and commitment to personal growth, both of which are considered requisite to the counseling field. These skills include the ability to:
 - Function effectively with fellow students and faculty;
 - Be open and adaptable in relationships with fellow students, faculty, clients and agency personnel;
 - Demonstrate self-awareness by being open to self-examination and commitment to personal growth;
 - Demonstrate a positive attitude toward the learning process and toward fellow students, faculty, and staff; and
 - Cope effectively with stressors precipitated by the academic and clinical expectations/requirements of the program and additional stressors such as jobs and family situations.

4. **Professional Behavior** – The student will have consistently demonstrated commitment to professionalism in all aspects of his/her student experience, including:
 - **Ethical Behavior:** The student is expected to demonstrate awareness of and adherence to the ethical standards of the American Counseling Association both in field experiences (i.e. visits to clinical sites as part of a classroom assignment) and in the classroom. Each student in the CMHC Program is expected to adhere to the American Counseling Association’s Code of Ethics.
 - **Professional Attitudes and Skills:** This is a professional program. Students, supervisors, and faculty should conduct themselves in a professional manner at all times with faculty, fellow students, college staff, and with the staff with whom they will work at the agencies at which they will do their practicum and internship placements. The use of profanity and other forms of socially inappropriate behavior will not be tolerated. The CMHC Program expects proper regard for the professional status of faculty, supervisors, administrators, and fellow students. When conflicts arise, they should be handled with appropriate attention to the maintenance of dignity and respect for all parties involved.

The Retention and Review Intervention Process will be initiated upon one of two conditions:

1. The faculty member and student are unable to agree upon an Informal Plan to resolve the situation; or
2. The faculty member observes continued difficulty on the part of the student to adhere to the standards of Candidacy despite the institution of the Informal Plan.

In either case described above, the faculty member in question is required to consult with the Program Director concerning the student’s difficulty. The Retention and Review Intervention Process will only be initiated with the agreement of the Program Director. If the Program Director and faculty member decide to initiate the Retention and Review Intervention Process, the student will be notified in writing in a timely fashion and directed to respond to the Program Director. If more than one faculty member has approached the Program Director with these concerns, the Program Director will designate which faculty member will have primary responsibility for the Retention and Review Intervention Process. The faculty member so designated will consult with any other faculty member with similar concerns throughout the Retention and Review Intervention Process.

The steps in the Retention and Review Intervention Process are as follows:

1. Step One: Consultation

The faculty member will seek consultation with the Program Director concerning the student’s ongoing difficulty. The Program Director will assist the faculty member in the development of a Corrective Action Plan.

2. Step Two: Corrective Action Plan

In consultation with the Program Director, the faculty member will develop a written plan (“Corrective Action Plan”) that specifies Goals (areas of difficulty targeted for improvement), Objectives (required activities on the part of the student), Interventions (required activities on the part of the faculty member meant to facilitate the student’s progress), and Outcomes (observable behaviors that indicate attainment of the Goal(s) assigned to the student in the Corrective Action Plan). The Corrective Action Plan will include a timeframe, usually no longer than sixty (60) days, for its successful completion by the Student. The Corrective Action Plan will be reviewed by the Program Director for approval and then distributed to the Student.

3. Step Three: Corrective Action Plan Review

Upon completion of the timeframe specified in the Correction Action Plan, the faculty member will meet with the Student to review his/her progress. If all Goals in the Corrective Action Plan have been met then the faculty member, with approval from the Program Director, should discharge the Student from the Retention and Review Intervention Process.

If the Student has not demonstrated sufficient progress toward the Goal(s) of the Corrective Action Plan, then the faculty member must consult with the Program Director prior to advising the Student of his/her failure to achieve these Goals. The Program Director may direct the faculty member to extend the timeframe of the Corrective Action Plan, modify the Goals, Objectives, Interventions, and/or Outcomes of the Corrective Action Plan (if the timeframe has been extended), or initiate a Retention Review Hearing (Step Four).

4. Step Four: Retention Review Hearing

The purpose of the Retention Review Hearing is to determine if the Student’s failure to achieve the Goal(s) in the Corrective Action Plan warrants further actions, including either the discharge of the Student from further Corrective Actions, the creation of another Corrective Action Plan, or termination of the Student from the CMHC Program. The Retention Review Hearing shall be conducted by a Retention Review Committee, which shall consist of a minimum of three members to include: the CMHC Program Director, the CMHC Program Chair, and a designee assigned from other faculty within or outside the College of Social and Behavioral Sciences by the Dean of the College of Social and Behavioral Sciences. Additional CMHC faculty may be assigned to the Retention Review Committee as deemed necessary.

During the Retention Review Hearing, the CMHC Retention Review Committee will review the student’s academic performance, interpersonal skills and commitment to personal growth, and ethical behavior, and will determine the student’s status in the program. The student will be provided the opportunity to present any appropriate information specific to the situation which led to the Retention Review Intervention Process. The faculty member will also have an opportunity to elaborate on the nature of the concern and the Student’s progress on the Corrective Action Plan instituted in Step Three.

After the concerned faculty member and the student have been heard by the CMHC Retention

Review Committee, a decision will be made which may include one of the following.

- a. The concerns raised by the faculty member do not warrant further action, and the student will be allowed to continue in the program without restriction.
- b. The student will be placed on “Professional Probation” with specific requirements established for remediation. Procedures will also be specified for progress to be monitored by the concerned Faculty member, the student’s Academic Advisor, and the CMHC Program Director or Program Chair. The CMHC Retention Review Committee will also decide if and/or when the student may be removed from “Professional Probation.” While on “Professional Probation,” the student will not be allowed to enroll in Practicum or Internship courses, but may be enrolled in other courses upon requesting and receiving permission to do so from the CMHC Program Director or Program Chair.
- c. The student may be terminated from the Program and may not enroll in further CMHC courses at Wilmington University.

After the CMHC Retention Review Committee makes a determination, the student will be informed of the decision through written communication within 10 days of the committee meeting.

The student may appeal the CMHC Retention Review Committee’s decision to the Dean of the College of Social and Behavioral Science. Such appeal must be in writing and must be postmarked no more than thirty (30) days following the date of the written notification of the decision from the Retention Review Committee

Please note that this Retention and Review Policy is not intended to replace or supersede actions that may be taken against a student by Wilmington University, for unsatisfactory academic progress or for violations of the student code of conduct, by the Academic Review Committee or the Student Disciplinary Committee, respectively.

This document is a part of the application packet for the CMHC Program. It must be read and signed by the prospective student and be returned with other application materials.

Statement of Review of the CMHC Retention and Review Policy

I have been given a copy and have read the CMHC Program Retention and Review Policy

Name: _____
(Please Print)

Read by: _____ (Student's Signature) _____ (Date)

**Masters in Clinical Mental Health Counseling Program (CMHC)
(7/9/12)**

Credits	Year/Term/Course Number/Title
<u>19 Credits</u>	<p>YEAR 1</p> <p><u>Summer</u></p> <p style="padding-left: 20px;">3 MHC6505 Ethics and Practices of Clinical Mental Health Counseling</p> <p style="padding-left: 20px;">3 MHC8091 Professional Development Seminar – Orientation to Professional Counseling and Advocacy</p> <p><u>Fall</u></p> <p style="padding-left: 20px;">3 MHC6402 Human Development</p> <p style="padding-left: 20px;">3 MHC7605 Counseling Diverse Populations</p> <p><u>Spring</u></p> <p style="padding-left: 20px;">3 MHC6401 Theories of Counseling</p> <p style="padding-left: 20px;">3 MHC6502 Tools, Techniques, and Strategies of Counseling</p> <p style="padding-left: 20px;">1 MHC8094 Professional Development Seminar – Introduction to Psychopharmacology for Counselors</p>
<u>22 Credits</u>	<p>YEAR 2</p> <p><u>Summer</u></p> <p style="padding-left: 20px;">3 MHC7501 Family Counseling</p> <p style="padding-left: 20px;">3 MHC7806 Research Design and Program Evaluation</p> <p><u>Fall</u></p> <p style="padding-left: 20px;">3 MHC6901 Diagnosis and Treatment of Psychopathology</p> <p style="padding-left: 20px;">3 MHC7202 Group Counseling</p> <p style="padding-left: 20px;">3 MHC8061 Advanced Counseling Seminar - Humanistic Counseling (Adult Elective)</p> <p style="padding-left: 40px;">Or</p> <p style="padding-left: 20px;">2 MHC8011 Advanced Counseling Seminar - Counseling Children/Adolescents (Child Elective)</p> <p><u>Spring</u></p> <p style="padding-left: 20px;">3 MHC7805 Appraisal</p> <p style="padding-left: 20px;">3 MHC8020 Addictions Counseling</p> <p style="padding-left: 20px;">3 MHC8012 Advanced Counseling Seminar - Evidenced Based Family Treatment (Child Elective)</p> <p style="padding-left: 40px;">Or</p> <p style="padding-left: 20px;">2 MHC8062 Advanced Counseling Seminar - Cognitive Behavioral Counseling (Adult Elective)</p>
<u>19 Credits</u>	<p>YEAR 3</p> <p><u>Summer</u></p> <p style="padding-left: 20px;">4 MHC7905 Practicum</p> <p style="padding-left: 20px;">3 MHC7203 Career Development</p> <p><u>Fall</u></p> <p style="padding-left: 20px;">4 MHC9001 Internship I</p> <p style="padding-left: 20px;">2 MHC8092 Professional Development Seminar - Consultation</p> <p><u>Spring</u></p> <p style="padding-left: 20px;">4 MHC9002 Internship II</p> <p style="padding-left: 20px;">2 MHC8093 Professional Development Seminar - Supervision</p>

60 Credits

MHC Course Descriptions (1/18/12)

- 1. MHC 6502 Tools, Techniques, and Strategies of Counseling (3 cr.)** This course teaches the principles of helping relationships, essential interviewing and counseling skills, and general intervention strategies relevant to the provision of culturally responsive clinical mental health counseling services. Emphasis is placed on skills and strategies that promote psychological resilience, enhance motivation, and assist clients in the prevention, management, and/or remediation of various issues including crises, developmental transitions, and ongoing dysfunctional behaviors. **Prerequisites or Co-requisites: MHC 6401, MHC 6505.**
- 2. MHC 6505 Ethics and Practices of Clinical Mental Health Counseling (3 cr.)** This course focuses on ethical practice and mental health law to help develop a deep understanding of legal and moral issues involved in professional practice. Ethical issues related to gender, sexual, racial, cultural and generational diversity will be discussed. This course also covers the history and philosophy of clinical mental health counseling including professional roles, functions and responsibilities with respect to interagency and interdisciplinary collaboration. Professional issues including the management of mental health services and programs, licensure, funding, records, expert witness status, and managed care are discussed.
- 3. MHC 6401 Theories of Counseling (3 cr.)** Classic and contemporary theoretical approaches to counseling are examined in this course including major personality theories, counseling theories and learning theories. Clinical applications incorporating the influence of cultural diversity are also emphasized as well as the formation of a personal theory of counseling.
- 4. MHC 6402 Human Development (3 cr.)** This course explores developmental processes from conception through adulthood. The interaction of environmental and genetic factors is stressed. Theories of individual and family development and transitions across the life span are considered with an emphasis on the nature and needs of persons at various developmental stages and cultures and the impact of these stages on mental health.
- 5. MHC 6901 Diagnosis and Treatment of Psychopathology (3 cr.)** The classification system of psychopathology is studied with emphasis on symptomatology, etiology, and implications for treatment modalities with special emphasis given to multiaxial diagnosis. Various treatment interventions, including the adjunctive use of medications, are presented. **Prerequisites: MHC 6401, MHC 6505.**
- 6. MHC 7202 Group Counseling (3 cr.)** This course introduces students to the theory, research, ethics, and practice of group counseling. Basic principles of group formation, group dynamics, group process, group development, and group leadership are emphasized for various types of groups. Students participate in an experiential group activity for a minimum of 10 hours. **Prerequisites: MHC 6401, MHC 6502.**
- 7. MHC 7203 Counseling for Career Development (3 cr.)** This course provides a lifespan perspective on work/career. The impact of career development theory on the counseling process and the relationship of career guidance and development to college, vocational/technical schools, and job placement in community and school-based settings are studied and discussed. The availability of specialized career counseling resources for diverse client populations and those with special needs is investigated.

8. **MHC 7501 Family Counseling (3 cr.)** This course recognizes the importance of the family and family counseling as a viable modality in the treatment of mental and emotional disorders. Major areas of study include the history and development of family counseling, classic and contemporary theoretical approaches, key concepts, skills and techniques used in the assessment and treatment of a family. Characteristics of healthy and dysfunctional family systems are explored as well as special concerns such as the impact of divorce, abuse, addictions, domestic violence, single-parent households, minority stress, poverty, etc. on a family system. The concept of family-of-origin and the use and development of a genogram is emphasized. **Prerequisites: MHC 6401, MHC 6502.**
9. **MHC 7605 Counseling Diverse Populations (3 cr.)** This course explores the social, psychological, cultural, economic, and environmental influences that affect various client populations. Counseling tools to meet the special needs of women, men, racial and ethnic minorities, the disabled, and other diverse groups are examined.
10. **MHC 7805 Appraisal Techniques (3 cr.)** This course is a survey of psychological tests and instruments used in clinical mental health counseling settings. Principles of statistics and measurement, administration, scoring, interpretation, and use of various appraisal instruments are covered. Specific skill training in conducting clinical counseling intake interviews is addressed. Cultural biases that occur in the assessment and testing of clients is also discussed. **Prerequisites: MHC 6401, MHC 6505.**
11. **MHC 7806 Methods of Research and Program Evaluation (3 cr.)** This course covers the principles and practice of counseling research and program evaluation. Qualitative, quantitative, and single-case design research methods are covered. Statistical methods used in conducting research and program evaluation are presented in addition to models of needs assessment and program evaluation. The use of research to inform evidence-based practice and ethical and culturally relevant strategies for interpreting and reporting the results of research and/or program evaluation studies are discussed.
12. **MHC 7905 Practicum (4 cr.)** The Practicum clinical field experience is comprised of 100 total clock hours of supervised counseling experience in a mental health agency setting, a group supervision seminar, site supervision, and faculty supervision. The focus is a broad orientation to the clinical aspects of the field of mental health counseling with strong emphasis being placed on personal and professional identity and self-development. The course consists of basic/core counseling skills and intervention strategies and techniques, and exploration of the role of the clinical mental health counselor in a mental health agency setting. **Prerequisites: MHC 6401, MHC 6502, MHC 6505, MHC 6901, MHC 7202, MHC7501, MHC 7805, MHC 8020, MHC 8061 and MHC 8062 or MHC 8011 and MHC 8012, plus 18 additional credits, "B" average for all previous coursework.**
13. **MHC 8011 Advanced Counseling Seminar: Counseling Children and Adolescents (2 cr.)** This course teaches students the basic principles of assessment, conceptualization, and intervention skills with children and adolescents. **Prerequisites: MHC 6401, MHC 6502, MHC 6505.**
14. **MHC 8012 Advanced Counseling Seminar: Evidence Based Family Treatment (2 cr.)** This course introduces students to a variety of empirically supported multi-systemic treatment modalities. Discussion topics include family and school consultation, strength-based approaches to treatment, and counseling youth in community based and hospital settings. **Prerequisites: MHC 6401, MHC 6502, MHC 6505, MHC 7501.**

- 15. MHC 8020 Addictions Counseling (3 cr.)** This course introduces students to the basic principles of chemical dependency and “process addictions,” including issues associated with gambling and sexual addictions counseling and the impact of addictions on co-occurring psychiatric disorders. This course will present the Disease Model of addiction and other etiological models, and the range of treatment options, counseling strategies, and prevention techniques available for treatment of addiction and co-occurring disorders. Screening and assessment instruments are introduced, with an emphasis on correct diagnosis and application of the Stages of Change Model. **Prerequisites: MHC 6401, MHC 6502.**
- 16. MHC 8061 Advanced Counseling Seminar: Humanistic Counseling (2 cr.)** This course provides an advanced exploration of the theories, principles, and skills of humanistic approaches to counseling.
- 17. MHC 8062 Advanced Counseling Seminar: Cognitive-Behavioral Counseling (2 cr.)** This course provides an advanced exploration of the theories, principles, and skills of cognitive and cognitive behavioral approaches to counseling.
- 18. MHC 8091 Professional Development Seminar: Orientation to Professional Counseling and Advocacy (3 cr.)** This course introduces students to the history, philosophy, and scope of professional counseling including professional organizations and the principles and roles of professional advocacy. Students are also introduced to the academic, clinical, and personal growth expectations of the MHC program. An educational and personal growth plan for their professional portfolio is developed which includes an advocacy project. Students are assisted in developing self care strategies appropriate to the counselor role.
- 19. MHC 8092 Professional Development Seminar: Consultation (2 cr.)** This course introduces students to the theory, research, and practice of professional consultation. Students develop, implement, and evaluate a consultation project to be included in their professional portfolio. Students participate in a consultation exercise to enhance their academic performance.
- 20. MHC 8093 Professional Development Seminar: Supervision (2 cr.)** This course introduces students to the methods, models, and practices of clinical supervision. Students will participate in a supervision project to practice basic supervision skills and evaluate the performance of counselors which will be included in their professional portfolio.
- 21. MHC 8094 Professional Development Seminar: Introduction to Psychopharmacology for Counselors (1 cr.)** This course is an introduction to psychopharmacology, the types of medications used in clinical mental health settings, and their side effects. Practical issues of clinical assessment, client referral, and strategies for coordination of treatment involving medication are discussed.
- 22. MHC 9001 Internship I (4 cr.)** Internship I clinical field experience is comprised of 300 total clock hours of supervised counseling experience in a mental health agency setting, a group supervision seminar, site supervision and faculty supervision. Internship I focus is on advanced counseling and differential diagnostic interviewing skills, appropriate professional documentation, case conceptualization, treatment of high risk clients and treatment planning. The course also discusses personal and professional issues, ethics, and evidence-based models/theories related to clinical mental health. **Prerequisites: MHC 7905, “B” average for all previous coursework.**

23. MHC 9002 Internship II (4 cr.) Internship II clinical field experience is comprised of 300 total clock hours of supervised counseling experience in a mental health agency setting, a group supervision seminar, site supervision and faculty supervision. Internship II is designed to prepare students for counseling practice and future professional licensure. This course highlights the importance of knowledge and application of the current research literature which surveys counseling treatment modalities, strategies and outcome evaluation. **Prerequisites: MHC 9001, “B” average for all previous coursework.**



**MASTER OF SCIENCE IN CLINICAL MENTAL HEALTH COUNSELING
(CMHC)**

INFORMATION SEMINARS FOR 2014 APPLICANTS

(Application Deadline is March 15, 2014)

These seminars provide an opportunity to meet with our staff to learn more about the CMHC Program. These sessions last about 1 hour. We discuss the CMHC Program curriculum, admissions policies and procedures, practicum and internship, national certification, professional counselor licensure, and the value of this degree for professional development career opportunities. Discussion is encouraged and individual questions will be answered. We invite you to come and join others like yourself who are considering entering the counseling field.

DATE	TIME	SITE
Wednesday October 2, 2013	6:30 p.m.	Wilson Graduate Center
Monday October 21, 2013	6:30 p.m.	Wilson Graduate Center
Wednesday October 23, 2013	6:00 p.m.	Dover
Monday November 18, 2013	6:30 p.m.	Wilson Graduate Center
Wednesday January 15, 2014	6:00 p.m.	Dover
Monday March 03, 2014	6:30 p.m.	Wilson Graduate Center

Please RSVP by calling Rebecca Lawton at 302-295-1142. Please call to confirm in the case of inclement weather or to cancel attendance.

PART A: To be completed by applicant (Please print or type)

NAME: _____		
LAST	FIRST	MIDDLE INITIAL
GRADUATE PROGRAM: _____		DEGREE: _____
INSTRUCTIONAL SITE:	<input type="checkbox"/> Wilson Graduate Center	<input type="checkbox"/> Dover Air Force Base
	<input type="checkbox"/> Dover	<input type="checkbox"/> Georgetown
	<input type="checkbox"/> New Castle	
<p>I understand my right under the U.S. Family Education Rights and Privacy Act of 1974 to review confidential appraisals placed in my file that are submitted with reference to admissions to a graduate or other school.</p> <p>I do <input type="checkbox"/> do <input type="checkbox"/> not <input type="checkbox"/> waive my right to review this recommendation.</p>		
_____ SIGNATURE OF APPLICANT		_____ DATE

PART B: To be completed by the evaluator

	Below Average Lowest 40%	Average Middle 20%	Above Average Next 25%	Outstanding Next 10%	Truly Exceptional Top 5%	Not Observed
Written Communication						
Oral Communication						
Analytical Skills						
Ability to Work with Others						
Leadership Potential						
Technical Expertise						
Maturity and Emotional Stability						

Based on your assessment, indicate the strength of your overall endorsement by placing an "x" along the scale.

Not Recommended	Recommended with Some Reservation	Recommended	Highly Recommended



RECOMMENDATION FORM
GRADUATE ADMISSION

STATEMENT: Please complete on the applicant's aptitudes

I. How do you know the applicant?

II. Please describe a significant achievement of the applicant. Explain why this was important and difficult.
How does the accomplishment illustrate the applicant's strengths?

SIGNATURE

DATE

NAME AND POSITION (Please Print or Type)

INSTITUTION

PART A: To be completed by applicant (Please print or type)

NAME: _____		
LAST	FIRST	MIDDLE INITIAL
GRADUATE PROGRAM: _____		DEGREE: _____
INSTRUCTIONAL SITE:	<input type="checkbox"/> Wilson Graduate Center	<input type="checkbox"/> Dover Air Force Base
	<input type="checkbox"/> Dover	<input type="checkbox"/> Georgetown
	<input type="checkbox"/> New Castle	
<p>I understand my right under the U.S. Family Education Rights and Privacy Act of 1974 to review confidential appraisals placed in my file that are submitted with reference to admissions to a graduate or other school.</p> <p>I do <input type="checkbox"/> do <input type="checkbox"/> not <input type="checkbox"/> waive my right to review this recommendation.</p>		
_____ SIGNATURE OF APPLICANT		_____ DATE

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DATE

NAME AND POSITION (Please Print or Type)

INSTITUTION

apply

application for
graduate
admission

contact us

Office of Graduate Admissions

31 Reads Way | New Castle, DE 19720
(302) 356-INFO (4636)

 wilmu.edu

 1-877-967-5464



WILMINGTON
UNIVERSITY

application for graduate admission

It's easy to fill out this application online!
Visit: wilmu.edu/ApplyOnline 

Wilmington University is fully accredited by the Middle States Association of Colleges and Secondary Schools. Wilmington University admits students of any race, creed, and national or ethnic origin. Return this application with a check made payable to Wilmington University for the non-refundable **application fee of \$35**. Information for all sites concerning campus security programs, recommended personal safety practices, the authority of University Safety Officers, campus disciplinary procedures, and campus crime statistics for the most recent three year period can be found online at wilmu.edu/Security or may be requested from University Safety at (302) 356-6921.

admissions information

Today's Date _____

Social Security Number _____ Date of Birth (MM/DD/YYYY) _____

Name _____
First Middle Last/Family

Other name which may appear on transcripts: _____

U.S. Address _____
Number and Street Apartment No.

City State Zip Code

Home Phone Cell Phone Email Address

Emergency Contact _____ Relationship _____ Phone Number () _____

Have you ever been convicted of a felony? Yes No *If yes, please attach a description outlining the type of offense, the circumstances of the offense, and the date you were convicted. Any student accused of a felony, misdemeanor, or DUI offense while attending Wilmington University must report it to the Vice President of Student Affairs within seventy-two (72) hours of arrest or being charged.*

Do you have any pending charges? Yes No *If yes, please provide the following in a typed document: type of offense, circumstances, date, county, state, and jurisdiction of the offense.*

Expected Entrance Term Fall I Fall II Spring I Spring II Summer I Summer II

Expected Entrance Year 2013 2014

Initial Status New Student Transfer Return After One Year Re-Entry (Graduate of Wilmington University)
 Certification Only Continuing Education (non degree-seeking)

Enrollment Type Full-Time Part-Time

Previously Applied Yes No **Previously Attended** Yes No

Access Location **DELAWARE** Wilson Graduate Center Brandywine Dover Dover Air Force Base Georgetown Middletown
NEW JERSEY Burlington County College Cumberland County College Joint Base McGuire-Dix-Lakehurst
MARYLAND Cecil College
 Online

Attendance Type Day Evening Day and Evening Online Other:

Gender Male Female

Military Status Active Duty National Guard Reserves Veteran Not Applicable

Military Branch Air Force Army Coast Guard Marine Corps Navy

Employment Status Full-Time Part-Time Self-Employed Unemployed Other:

Ethnicity

- Hispanic of any race
- Nonresident Alien

For Non-Hispanics Only

- American Indian or Alaskan Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- Two or more races
- Race & Ethnicity Unknown

Are you a citizen of the United States? Yes No If No, complete the information below.

Residency Status Permanent Resident/Green Card Holder (submit copy)

All International Students must comply with the Bureau of Citizenship and Immigration Services regulations. Please contact the International Student Contact at the Wilson Graduate Center for a complete listing of all materials required for International Student Admissions.

Country of Citizenship

Country of Birth

International Address

Will you require an F-1 visa to study at Wilmington University? Yes No

Are you transferring from another college in the United States? Yes No

What type of visa do you have?

- F-1 (Student in Academic Program)
- H-4 (Spouse or Child of H-1)
- R-1 (Religious Worker)
- F-2 (Spouse or Child of F-1)
- A-1 (Ambassador, Diplomat or Immediate Family)
- R-2 (Spouse or Child of R-1)
- J-1 (Exchange Student)
- A-2 (Foreign Government Official or Immediate Family)
- Other
- H-1 (Temporary Worker)
- B-2 (Business Visitor)

Do you plan to apply for Financial Aid? Yes No

If yes, please visit www.wilmu.edu/FinancialAid for Financial Aid support and planning.

previous academic information

List all colleges/universities previously attended. List undergraduate experience first, then graduate. Please list professional schools and certifications last. Please have official transcripts from all institutions listed below forwarded directly from the school to Wilmington University.

INSTITUTION	CITY/STATE	DATES ATTENDED	CREDITS EARNED	DEGREE EARNED
1.				
2.				
3.				
4.				

Academic Awards

Have you ever been suspended or dismissed from any college/university? Yes No

If yes, please describe

.....
.....
.....

program of study (select one)

- Non-Degree

BUSINESS

Master of Business Administration (M.B.A.)

- Business Administration
- MBA: Accounting
- MBA: Environmental Sustainability
- MBA: Finance
- MBA: Health Care Administration
- MBA: Homeland Security
- MBA: Management Information Systems
- MBA: Marketing Management
- MBA: Organizational Leadership

Master of Science (M.S.)

- Accounting

Master of Science in Management (M.S.M.)

- Management
- Management: Health Care Administration
- Management: Homeland Security
- Management: Human Resource Management
- Management: Management Information Systems
- Management: Marketing Management
- Management: Military Leadership
- Management: Organizational Leadership
- Management: Public Administration
- Management: Sports Management

Doctor of Business Administration (D.B.A.)

- Business Administration

Certificate of Advanced Study

- Finance
- Management Information Systems

EDUCATION

Master of Arts in Teaching (M.A.T.)

- Secondary Teaching: Grades 7–12
- Secondary Teaching: Grades 7–12 (Non-Certified)

Master of Education (M.Ed.)

- Applied Technology in Education
- Career and Technical Education: Administrative Program
- Career and Technical Education: Certification Program
- Career and Technical Education: Instructional Program
- Elementary Education: Grades K–6
- Elementary Studies (Non-Certified)
- Special Education
- Special Education (Non-Certified)
- Special Education (Administrative)
- ESOL Literacy
- Instruction: Gifted and Talented
- Instruction: Teaching and Learning
- Instruction: Teacher of Reading (Birth–Grade 2)
- Instruction: Teacher of Reading (Grades 3–6)
- Instruction: Teacher of Reading (Grades 7–12)
- Reading
- Reading/ESOL Literacy
- Elementary and Secondary School Counseling
- School Counseling (Non-Certified)
- School Leadership
- Special Education
- Special Education (Non-Certified)
- Special Education (Administrative)
- Course of Study in Education (Non-Degree)

Certificate of Advanced Study

- Applied Technology in Education
- Advanced Study for School Administration

Doctor of Education (Ed.D.)

- Innovation and Leadership: Educational Leadership
- Innovation and Leadership: Organizational Leadership
- Innovation and Leadership: Higher Education Leadership

HEALTH PROFESSIONS

RN License # exp.

State

Master of Science in Nursing (M.S.N.)

- Adult/Gerontology Nurse Practitioner
- Family Nurse Practitioner
- Nursing Leadership: Educator
- Nursing Leadership: Executive Practice
- Nursing Leadership: Legal Nurse Consultant

Doctor of Nursing Practice (D.N.P.)

- Nursing Practice

Post-MSN Certificate

- Adult/Gerontology Nurse Practitioner
- Family Nurse Practitioner
- Nursing Educator
- Nursing Executive
- Legal Nurse Consultant

Dual Degree M.S.N.

- M.S.N. with M.S.M. in Health Care Administration
- M.S.N. with M.B.A. in Health Care Administration

SOCIAL AND BEHAVIORAL SCIENCES

Master of Science (M.S.)

- Administration of Human Services
- Administration of Justice
- Administration of Justice: Criminal Behavior
- Administration of Justice: Homeland Security
- Administration of Justice: Leadership and Administration
- Clinical Mental Health Counseling
- Homeland Security: Information Assurance
- Homeland Security: Organizational Leadership
- Homeland Security: Safety and Security
- Homeland Security: Military Leadership

Post-Master's Certificates

- Child and Family Counseling
- Homeland Security
- Mental Health Counseling

TECHNOLOGY

Master of Science (M.S.)

- Information Systems Technologies: Corporate Training Skills
- Information Systems Technologies: Information Assurance
- Information Systems Technologies: Internet and Web Page Design
- Information Systems Technologies: Management and Management Information Systems

Degree program also available 100% online

contact and employer information

1.

Current Employer	Telephone	Address
Position	From	To

2.

Previous Employer	Telephone	Address
Position	From	To

survey

Wilmington University wants to help you achieve your educational goals. Your answers to this survey will assist us in understanding our students and their needs and will be kept confidential. Thank you for taking the time to complete this survey.

What is your reason for choosing Wilmington University?

- Location Cost/Affordability Programs
 Other

Has either your mother or father completed a four-year college (bachelor's) degree? Yes No

How many hours per week do you plan to work while attending Wilmington University?

- None 1-10 11-20
 21-30 31-40 41 or more

Do you plan on earning a degree at Wilmington University?

- Yes No

If you do not plan to earn a degree at Wilmington University, please indicate if you are taking courses for:

- Transfer to another institution
 Personal interest/enrichment
 Career exploration
 Specific career-related skills or knowledge
 Other

Of all the colleges you considered, would you describe Wilmington University as your:

- 1st choice 2nd choice 3rd choice
 4th choice or lower

What type of school did you attend most recently before entering Wilmington University?

- High School Vocational/Technical School Other
 2-Year College 4-Year College or University

How do you plan on funding your education at Wilmington University?
(Check all that apply.)

- Parents/Family Employment
 Employer tuition remission Personal Savings
 Scholarships Spouse's Income
 Student Loans (Perkins, Federal Direct, etc.) Social Security Benefits
 Other Loans Veteran's Benefits

Which of the following factors influenced your decision to apply to Wilmington University? (Check all that apply.)

- Academic reputation of the University
 Cost
 Availability of my major
 Availability of financial aid
 Location
 Advice of parents or relatives
 Size
 Advice of high school counselors or teachers
 Open admissions
 Contact with University representatives
 Advice of someone who attends (or attended) the University

How did you first learn about Wilmington University? (Check all that apply.)

- Friend/Relative Alumni
 Guidance Counselor Recruiter
 College Fair or Event Email
 Letter in the Mail Internet Search
 Advertisement
 Billboard Print Ad Television Ad
 Online Ad Radio Ad
 Other _____

1 **Submit your WilmU Application** for Graduate Admission, including statement of goals, completed and signed, along with the \$35 application fee to the Admissions/site office.

Mail to:
Graduate Admissions
31 Reads Way
New Castle, DE 19720

2 Have official transcripts from all previously attended accredited institutions of higher education sent directly from the institution to the Graduate Admissions Office at the address above.

3 Applicants for the Doctor of Business Administration, Doctor of Education, Doctor of Nursing Practice, M.S. in Clinical Mental Health Counseling, and M.S. in Nursing programs must submit recommendations before consideration for admission.

4 Interview or attend a Program Planning Conference with a Graduate Admissions Associate or Faculty Coordinator.

5 Complete a writing assessment, as defined by the appropriate academic department.

? **Questions?**
Contact the Office of Graduate Admissions at (302) 356-INFO (4636).

I understand that in the course of my association with Wilmington University, I will be given the opportunity to participate in many college activities, including practicum, internships, field trips, and special events. I hereby agree to assume all risks of injury, loss or damage to my person or property, while engaged in the aforementioned activities or in going to or returning from same.

I understand that Wilmington University has the authority to withdraw my privilege of admission, enrollment, and/or graduation for academic, disciplinary, legal or other reasons deemed sufficient.

I understand that inappropriate, harmful, and/or illegal activity is not permitted on the premises of Wilmington University. I give Wilmington University permission to define such behavior. Such behavior will be addressed at the discretion of Wilmington University and, if deemed necessary, be reported to legal authorities, employers, and/or professional organizations. I understand that this type of behavior may result in immediate expulsion.

I understand that it is my responsibility to read and comply with the policies and procedures outlined in the Wilmington University Student Handbook. To download a copy of the Wilmington University student handbook visit wilmu.edu/studentlife/handbook.

In accordance with the Family Educational Rights and Privacy Act, students have the following rights: 1) Right to inspect and review student's record; 2) Right to seek amendments to record; 3) Right to consent to disclosure; and 4) Right to file a complaint. These four rights are fully defined in the University catalog and/or on the University website.

Wilmington University is authorized to disclose student information without consent when information is designated as "Directory Information" in the following situations: to school officials with legitimate educational interest; to an alleged victim of a crime of violence; to officials of another institution where students seek to enroll; when Comptroller General of the United States, Secretary of Education, and/or state or local educational authorities requests student information; in connection with financial aid for which student has applied; to accrediting agencies; to comply with judicial order or subpoena; and in connection with a health or safety emergency. For a complete list of the items that are considered "Directory Information" please consult the University catalog or the University website.

Please note that all applicants for the College of Education, if accepted, will be required, pursuant to Delaware law, to submit to a federal and state criminal background check and a Child Protection (Abuse) Registry check prior to any student teaching placement. Negative or adverse criminal history or listing on any such registry may cause the student to be denied a student teaching placement. A student teaching placement is one of the necessary requirements for an Education Certificate. Your agreement to this application acknowledges that you are aware of and understand this condition.

We, the signatories to this application, understand the financial obligations associated with the admission to and enrollment in Wilmington University and assume responsibility for full payment of all fees. We understand the University's withdrawal and refunds policy.

I have enclosed the required non-refundable **application fee of \$35**.

I agree and authorize Wilmington University to publish, for public relations purposes, any photograph(s) in which I appear. I agree that all of the information provided above has been answered fully and correctly. Omission or falsification of information may be grounds for dismissal.

Date

Applicant's Signature

Parent/Guardian Signature (if applicant is a minor)

