



KELOWNA COLLEGE OF PROFESSIONAL COUNSELLING

Catalogue

One Year Diploma Programs. Specialized

Apply Counselling Theories to Clinical Practice

Study on Campus or through Distance Ed

**Education Dedicated to Professional Competence
and Personal Growth**

Hello,

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I would like to welcome you to the Kelowna College of Professional Counselling.

The campus is located in beautiful downtown Kelowna, just one block from City Park and the beach of Lake Okanagan. Students from all over Canada participate in the Certificate, and Diploma programs either online or on campus. They range from young adults just beginning their training, to mature students who have been away from the classroom for a period of time; some are interested in furthering their own personal growth or making a career transition, while others are helping professionals looking to broaden the skills they already possess.

Professional Counsellors pursue a wide range of career opportunities in private practice and community mental health agencies. Graduates from the Certificate and Diploma programs are qualified to work with depression, anxiety, addictions, youth, family and couples, seniors, loss and grief, Aboriginal issues, career and personal motivation, group therapy, workshop facilitation, prevention, and many other facets of the helping professions.

The courses described in this catalogue provide practical knowledge and skill training, applicable to all types of counselling situations. Browse through the course guide to find areas of specialization that match your personal interests.

The unique teaching styles of the instructors at the Kelowna College of Professional Counselling encourage students to learn by doing... The faculty draws upon extensive work experience to demonstrate practical skills that are immediately applicable to a wide variety of counselling situations. Students learn current and highly effective techniques, appropriate in diverse cultures throughout Canada and the world. Another advantage offered to students at the Kelowna College is the small class size, and personalized attention, which promote self-discovery - an essential element for all professional counsellors.

Come, meet the staff, and join the group of caring and committed students enrolled at the Kelowna College of Professional Counselling. Experience the satisfaction of knowing that you too, can make an important difference in the lives of others.

Warm regards,



Libby Stowers, Ph.D.
Program Director,
Kelowna College of Professional Counselling (KCPC)

Table of Contents

<u>Statement of Purpose & Mission</u>	6	<u>Textbooks and Supplemental Material</u>	18
<u>Overview Of Programs</u>	7	<u>Program Formats</u>	19
<u>Frequently Asked Questions</u>	8	<u>On Campus (OC) Program</u>	19
<u>Career Outcomes</u>	10	<u>Distance Education (DE) Program</u>	19
<u>Diploma & Certificate Programs</u>	12	<u>Program Descriptions</u>	20
<u>Our Approach</u>	12	<u>Diploma of Applied Psychology and Counselling</u>	20
<u>Diploma of Applied Psychology and Counselling</u>	13	<u>Certificate of Applied Counselling Studies</u>	24
<u>Specialized Certificates</u>	13	<u>Course Descriptions</u>	31
<u>Getting Started</u>	14	<u>AAR-400 Addictions and Recovery</u>	31
<u>Employment</u>	14	<u>ACS-400-I Applied Counselling Skills – Case Management, Assessment and Listening Skills</u>	31
<u>Transferable Credits into KCPC Programs</u>	14	<u>ACS-400-II Applied Counselling Skills – Case Management, Goals and Interventions</u>	31
<u>University Transfer Credit</u>	14	<u>ACS-400-III Applied Counselling Skills – Integrative Approach</u>	31
<u>Professional Faculty</u>	15	<u>ACS-400-IV Case Management in Applied Counselling Skills IV</u>	32
<u>Alumni Association</u>	15	<u>ACT-600-I & II Advanced Couples Therapy</u>	32
<u>Professional Liability Insurance</u>	15	<u>ADV-400 Abuse and Domestic Violence</u>	32
<u>Professional Association Membership</u>	15	<u>APD-400 Assessment of Psychological Disorders</u>	32
<u>Governing Bodies and Regulatory Agencies</u>	15	<u>APT-400 Application of Personality Theories</u>	32
<u>Academic Requirements</u>	16	<u>ASD-400 Advanced Skill Development/ Final Project</u>	33
<u>Admissions Requirements</u>	16	<u>ATC-400 Applied Thesis Course</u>	33
<u>Maintaining Student Status</u>	16	<u>CBC-400-I, II Community Based Counselling Part I and Part II</u>	33
<u>Method of Evaluation</u>	16	<u>CCP-600-I Challenges of Clinical Practice</u>	33
<u>Comprehensive Examination</u>	16	<u>CCP-600-II Challenges of Clinical Practice</u>	33
<u>Student Services</u>	17	<u>CPD-400-I, II Career Planning and Development:</u>	33
<u>Information Session</u>	17	<u>CSE-400 Conflict, Suicide and Emergency Interventions</u>	34
<u>Admissions</u>	17		
<u>Counselling Aptitude Assessment</u>	17		
<u>Program and Academic Advising</u>	18		
<u>Personal Counselling</u>	18		
<u>Special Needs</u>	18		
<u>Financial Aid</u>	18		
<u>Fees and Tuition</u>	18		

<u>CTA I & II-600, Comprehensive Treatments for Addictions I & II</u>	<u>34</u>	<u>POG-400 Psychology of Grief</u>	<u>38</u>
<u>CYF-400, Collaborative Youth and Family Counselling</u>	<u>34</u>	<u>POL-400 – Psychology of Learning</u>	<u>38</u>
<u>ECD-400 Ethics and Career Development</u>	<u>34</u>	<u>PPR-400 – Probation, Parole, and Issues in Rehabilitation</u>	<u>38</u>
<u>ETP-600-I, Evidence-based Treatment and Psychopharmacology</u>	<u>34</u>	<u>SBC-400 Spiritual/Faith-Based Counselling</u>	<u>38</u>
<u>ETP-600-II, Evidence-based Treatment and Psychopharmacology</u>	<u>35</u>	<u>SFC-400 Solution Focused Counselling</u>	<u>38</u>
<u>GDW-400 Group Dynamics and Workshop Design</u>	<u>35</u>	<u>TDA-400 Treatments for Depression and Anxiety Disorders</u>	<u>39</u>
<u>IAP-400 Introduction to Applied Psychology and Ethics</u>	<u>35</u>	<u>TPP-600-I, Theory and Practice of Psychotherapy</u>	<u>39</u>
<u>ICC-400 Introduction to Couples’ Counselling</u>	<u>35</u>	<u>TPP-600-II, Theory and Practice of Psychotherapy</u>	<u>39</u>
<u>ICP-600 Introduction to Clinical Psychopharmacology</u>	<u>35</u>	<u>YFCI & II-400 Youth and Family Counselling</u>	<u>39</u>
<u>IOC I & II-400 Introduction to Cinematherapy</u>	<u>36</u>	<u>CPE-400 Comprehensive Proficiency Examination</u>	<u>39</u>
<u>ITC-400 Introduction to Cinematherapy</u>	<u>36</u>	<u>UHS-400 Understanding Human Sexuality</u>	<u>40</u>
<u>ITT-400 Introduction to Teletherapy</u>	<u>36</u>	<u>CSI-400 Culture, Sex, and Intimacy</u>	<u>40</u>
<u>LSC-400 Life Skills Coaching</u>	<u>37</u>	<u>SIC-400 Sex and Intimacy Counselling</u>	<u>40</u>
<u>MCC-400 Multi-Cultural Competence</u>	<u>37</u>	<u>TSD-400 Treating Symptoms of Sexual Dysfunction</u>	<u>40</u>
<u>MPD-400 Milestones in Psychosocial Development</u>	<u>37</u>	<u>How to Apply</u>	<u>41</u>
		<u>Tuitions & Fees</u>	<u>43</u>

Statement of Purpose & Mission

Our Purpose

WHEN BEING A GOOD LISTENER JUST ISN'T ENOUGH...

The Kelowna College of Professional Counselling (KCPC), a private post-secondary institution, is dedicated to training individuals in the field of professional counselling.

The curriculum offered at Kelowna College of Professional Counselling incorporates the latest research, theories, and techniques drawn from the disciplines of psychology, counselling, and social work. Courses have been specifically designed to meet the employment requirements of community agencies and private contractors.

Our Mission

To prepare graduates to begin careers as entry level counsellors.

To offer specialized training to those currently working in the helping professions such as nurses, pastors, teachers, youth workers, etc.

To provide opportunities for personal growth and healing through deeper understanding of self and others.



I simply cannot say enough about the staff and instructors; their degree of professionalism, nurturing, inspiration, role modeling and assistance in helping me step out of my comfort zone. The programs offered are of high caliber and challenging. I have grown in personhood and find that I am a better mother, grandmother, sister, aunt, companion, friend, & acquaintance; [more] simply, a person who is aware of others with empathy and unconditional positive regard.

-Gael R.

Overview Of Programs

THE DIPLOMA IN APPLIED PSYCHOLOGY AND COUNSELLING AND CERTIFICATE IN APPLIED COUNSELLING STUDIES are vocational training programs designed to prepare students for employment as professional counsellors in the fields of mental health and as professional development.

The *Diploma of Applied Psychology and Counselling* can be completed in one year of classroom study or through distance education. This comprehensive education is geared to students who wish to explore wide-range employment opportunities throughout the field of mental health counselling.

Students who are interested in specializing in a particular area of counselling can earn a *Certificate in Applied Counselling Studies*, which allows them to focus their coursework in a select dimension relating to counselling. This program requires seven months of on-campus and/or distance education.

Upon graduation, students meet the requirements for admission into the Canadian Professional Counsellors Association (CPCA) and are eligible for liability insurance coverage.

Curriculum

The curriculum offered at the Kelowna College of Professional Counselling incorporates the latest research, theories and techniques drawn from the disciplines of psychology, counselling and social work. Courses have been specifically designed to meet the employment requirements of community agencies and private contractors.

Content is based upon the *Competency Profile for Counsellors & Psychotherapists* developed during the Consortium for Counselling Regulation of BC. (2005). Courses provide basic

knowledge in key areas of competency as required by the Canadian Professional Counselling Association (CPCA).

The curriculum contains a wide selection of courses. Students pursue educational and career goals according to their interests and abilities.

Hands-on Learning

Students take part in interactive exercises, which simulate real counselling situations. This hands-on approach to learning prepares graduates to meet trends and changing job requirements for entry-level counsellors in community agencies and private practice settings. The program stresses overall competency, ethics, and personal growth as essential components to the practice of professional counselling.

Competency Building Activities

Each course provides on-campus and distance education students the opportunity to participate in case studies, role plays and skill-building exercises designed to build competency relevant to employment in that field of study.

Distance Education

In addition to on-campus classes, students can now complete all or part of their course work through distance education. Students practice skills in volunteer positions with community or private agencies. This *applied* learning concept allows each student to build a portfolio of job skills with practical relevance for future employers. Students and instructors get to know one another through the KCPC Forum Message Board, a good source of discussion, encouragement, friendships, and professional networking.

Frequently Asked Questions

Is the school accredited?

Yes! The Kelowna College of Professional Counselling is accredited and registered with the Private Training Institutions Regulatory Unit. Students may be eligible for Federal and/or provincial student loans and other types of tuition assistance.

What can I expect after I enroll?

Education at the College of Professional Counselling is based on the belief that experience is the greatest teacher. Students learn through hands-on skill development exercises in simulated counselling settings. Self-awareness is also an important part of the classroom experience. The course curriculum includes guest speakers, various forms of media and field trips.

Who are the instructors?

Our instructors are highly trained professional counsellors with graduate degrees or equivalent who bring years of education and experience into the classroom. They create a safe learning environment which promotes the sharing of ideas. Students are encouraged to develop their natural abilities and interests, while learning to apply a wide variety of effective counselling theories and skills.

Who are the students?

The adult students at KCPC come from varying backgrounds: some have been out of school or the job market for a number of years, others may be recent graduates from university seeking the job-related skills necessary to begin a new career. The common bond between all the students is their genuine desire to help others and a strong motivation to find employment as professional counsellors.

How does a diploma offered through the Kelowna College of Professional Counselling compare with an undergraduate degree from a university?

The instructors, courses and textbooks at the Kelowna College are comparable to those offered at the undergraduate University level; at KCPC the one-year Diploma program (960 hours) is devoted to teaching the theories and skills required for entry-level employment. A University degree requires a minimum of four years to complete and focuses on a broad range of subjects rather than vocational skill development. * Credit for courses taken through KCPC may be transferable to other colleges and universities at the discretion of their admissions department. Please check with your institution of choice, if known.

What about job opportunities?

Prior to graduation, students learn what skills and areas they are trained in. Although we cannot guarantee employment, graduates of KCPC are prepared to work within a broad range of public agencies. Many choose to enter private practice or apply their training in other business endeavors. Wherever their career paths lead, our graduates bring with them in-depth understanding, up-to-date skills and the professional competency to assist clients with a variety of concerns.

Can graduates join a professional association?

Yes! Upon completion of the Diploma or Certificate programs graduates may be eligible to join a Professional Association such as Canadian Professional Counsellors Association (CPCA) or Association of Cooperative Counselling Therapists of Canada (ACCT), often qualifying for liability insurance coverage and may be eligible to join such organizations as the Canadian College of Professional Counsellors and Psychotherapists. Often graduates are required to undergo clinical supervision.

Graduates may also qualify for membership in the Canadian Addiction Counsellors Certification Federation (CACCF) and having served an internship requirement are recognized as an International Certified Drug and Alcohol Counsellor (I C.D.A.C.).

How long does it take to complete the program?

Depending on an individual's prior level of education and experience, students can complete the Certificate or Diploma Programs in seven months to one year of classroom study. Each course is 3 weeks in length. On campus classes are held Monday - Friday from 9:00 AM to 1:00 PM, or 1:00-5:00 PM.

When does the next program begin?

Courses are scheduled on a continuous cycle. Depending on openings in the program, new students can join at the beginning of any course.

What is the cost of tuition?

Please see Page 43 for Tuition.

Where is the campus located?

Kelowna is a medium sized city built around beautiful Okanagan Lake, in the interior of B.C.: population 222,000. The campus is located on a bus line in the charming downtown district, adjacent to City Park, beaches, shops, and housing. Students find the cost of living in Kelowna to be reasonable compared to larger metropolitan areas.

QUESTIONS YOU WOULD LIKE TO ASK...

Career Outcomes

What career outcomes are achieved by KCPC graduates?

Many graduates of the College of Professional Counselling have found rewarding careers in counselling and related fields, involving government contracts, religious and secular organizations, community service agencies, corporations, and private counselling practice. Although career success cannot be guaranteed for any applicant, we are pleased to provide the following examples of career outcomes to inform prospective students who are considering professional training.

"Prior to taking the Diploma of Professional Counselling my background was primarily pastoral, I was a University Chaplain. This course enriched my knowledge base, gave me the opportunity to hone my skills and develop new insights and strategies for responding to the human experience. In the final month of classes, I applied for and was hired as a Women's Support Counsellor at a Transition House in the South Okanagan. The Kelowna College of Professional Counselling helped me to round out my education and enabled me to apply with confidence for the kind of work I love. It is a wonderful course- providing not just an education, but an opportunity for personal growth and awareness that I believe is essential for those who are serious about becoming effective and competent counsellors."

-Sandra L (2006).

"Thank you for offering this course that so well fit my lifestyle and wants for my education. I was impressed throughout the entire program and learned a mass amount critical information. Reflecting back on when I first started, I would not have imagined that I would be ready to start a career and to feel this confident from an online course. I feel that I ready to enter this field and am competent to do so. My volunteer position at the high school in the aboriginal support room has shown me how much I enjoy incorporating culture into supporting students. The "girls supporting girls" group that I created and put into action gave me an opportunity to use the theories and skills I learned during the program. I recently got hired on to be an Aboriginal Support Relief Worker, I start in September. As I was doing the YFC course I kept thinking to myself, "Wow I couldn't have chosen a more suitable elective." The understandings and skills that I learned will be directly applicable to my new career. I am so thrilled to be starting my first job in this field and cannot wait for the new educational experiences and

knowledge this position will give me. I see my current education and this job as a stepping stone on my path in life. I wonder where this amazing life I have will take me."

Alexandra G. (2020)

"Just wanted to check in and let you know how my career is going. I am still working with the same company (Relays) counselling at risk youth ages 12-18. I just wanted to thank you again for all your help, if it wasn't for KCPC I honestly do not know where I would be. I have grown and matured so much since taking this program it is hard to put into words. Hope all is well, wishing you all the best."

Brandon T. (2020)

"Personally, this program was a wonderful choice for me. I very much enjoyed the process and the freedom to work at my own pace, on my own terms, in order to meet the program requirements and deadlines. I feel that this allowed me to integrate the material more effectively I'm thankful that I was able to participate in a program like this, for those reasons. Thank you very much, I learned so much from this program and feel excited about the future."

Jade W (2019)

"The choice to take this program and finish it was the best decision I have made in years. I wanted to prove to myself I could start something and finish it. This is something I disclosed to Phil in the initial acceptance phone call before registration as I have always taken things to the very end and then stopped. Today I have completed what I set out to do and I am incredibly happy."

Even If never do anything further, the skills, tools, and general concepts I have learned in this program are unbelievably valuable to me. I feel I have become a better listener, have a less judgmental attitude with others and have developed a deeper sense of who I am because of it. I have more empathy and love and appreciation for life. I am grateful to all my instructors for the wonderful feedback and appreciate all the effort put in marking my work. I read every comment and have tried to learn from them."

-Angela N (2021)

Marlene A. (2005) provides telephone-counselling services to clients all over North America.

Hugh M. (2003) offers communication skill building in his private practice as he continues to pursue additional education.

Jack K. (2006) is an addictions counsellor.

Bill S. (2005) specializes in process addictions and men's issues. Currently he receives referrals in his area from

community agencies for clients with sexual pathologies or addictions.

Teri G. (2006) works with Victim's Services and in crisis intervention.



Scott E. (2009) has a thriving private practice in Kelowna, BC, providing trauma recovery, victim assistance and general counseling.

Harrison, A (2008) works full time in Vernon schools providing counseling to students' full time.

Guylaine L. (2005) offers professional services with a holistic and nutritional philosophy as a bi-lingual counsellor to clients in the Okanagan. She also facilitates therapeutic support groups for caregivers of people with A.L.S.

Janine L (2006) is employed by a First Nations administration as a crisis intervention counsellor, working as part of a 'Crisis Response Team.'

Joseph B. (2004) specializes in issues related to physical disabilities and genetic pathology. He has obtained additional certification in physical rehabilitation and maintains a practice in a well-known gym & weight training facility.

Michelle L. (2006) is youth counsellor for a First Nations Administration.

"This will be my final contribution to the DE online forum, as I have now reached the end of my studies. It is not easy to put into words what these past 12 months have been and meant to me, but one thing I can say, they have been among the most challenging, and personally enriching times of my life. Thank you KCPC, thank you Barbara, and thank you everyone! As I reflect on my own professional development as a counselor, and in particular, my ability to show empathy and to be an empathic listener, I have grown in leaps and bounds, mostly through understanding and practice. "

-Glyn (Graduate, 2013)

Melanie W. (2006) is employed in a program delivering mental health services to autistic children while she pursues her BSc (psych).

Barb V. (2004) uses her psychology theory and therapeutic skills in her career as a private investigator.

"[I] couldn't ask for a better job. Let's just dish a little... We will receive a salary somewhere in the range of \$55 - \$71K to start and room to keep moving up. Full benefits, a Blackberry®, Bluetooth®, and something called a 'tablet'? We also get holidays, and profit sharing in the company. Oh, and we can work from our home offices if we want. The CEO of the company told me I can keep my private practice if I so desire. The title of the position is 'Care Manager'. We will job share, Rhonda and I. It's all very scary and exciting, but that's okay."

-Vicki H (2004) & Rhonda R (2006)

Our Approach

Our Approach to counsellor training in the classroom and through distance education.

THEORY AND INFORMATION – the academic component. Our students come from a broad range of backgrounds. Some have very little formal education while others may have completed university degrees. Therefore, in order to provide all students with learning opportunities geared toward their individual learning styles, instructors cover the academic portion of courses in a variety of ways:

- Through reading and writing assignments (academic processing)
- Lectures, various forms of media, and skill demonstration (observational processing)

All students come away with basic understanding of the course concepts and knowing how these concepts APPLY to counselling-related situations.

INTERACTIVE EXERCISES – the experiential component. KCPC is a vocational training institution with a focus on developing the techniques and skills needed to work as entry-level counsellors & mental health workers in various types of community agencies and private practice settings. In combination with academic theory and concepts, instructors also emphasize:

- Experiential exercises
- Demonstration of skills
- Role plays
- Interactive exercises which simulate actual counselling situations

PERSONAL DISCOVERY – the self-awareness component. This is a crucial part of education at The Kelowna College of Professional Counselling. Students are given opportunities to learn about themselves as they participate in the interactive role-play exercises and daily check-in. Generally, the result is personal growth and professional development in ways that make the educational experience at KCPC completely unique.

Video streaming... In addition to the latest textbooks, and supplemental forms suitable for use in private practice, KCPC students now have access to an innovative Video Streaming platform.

This amazing benefit is a game-changer... 306 training videos available for all KCPC students. Watch renowned experts in the field conduct actual counselling demonstrations, and discuss a wide range of topics, theories, and techniques.

The collection of high-quality videos produced by Psychotherapy.net is used by top educational institutions worldwide to train mental health practitioners, from psychologists, counselors and social workers to nurses, addiction professionals and others.

Diploma of Applied Psychology and Counselling

Objectives

This Diploma program offers a foundation of knowledge and skills related to core competencies in the practice of professional counselling. The programs include 180 hours of in-class skill development or volunteer experience for Distance Learning students. (Please see a complete description of the individual courses listed in the catalogue.)

The one-year Diploma of Applied Psychology and Counselling consists of 16 courses, each three weeks in length. KCPC graduates often gain volunteer or paid positions during the course of their study. Following completion of all course work, students demonstrate competency in the core concepts through writing a **Comprehensive Proficiency Exam**.

Specialized Certificates

Objectives

CERTIFICATE programs are for students who wish to specialize in one particular area of counselling, or for individuals with general learning and/or job experience in counselling, social work, or psychology.

Specialized Certificates run seven months in length and consists of nine courses each three weeks in length.

- Community Agency Support Counselling
- Life Skills Coaching
- Personal Support Counselling
- Spiritual/Faith Based Counselling
- Youth and Family Counselling
- Sex and Intimacy Counselling*
- Advanced Counselling Practitioner*
- Counselling Therapy*
- Addictions Counselling
- Customized study, as approved by the Registrar

A complete list and description of all courses offered at The Kelowna College of Professional Counselling are contained in this catalogue.

These programs are offered on campus or through distance education; with all on campus and distance education courses starting and ending on the same dates. On campus Classes are typically held Monday through Friday from 9:00 a.m. - 1:00 p.m. or 1:00 p.m. - 5:00 p.m. Evening classes, when offered, combine independent study with on campus instruction. A minimum of 6 students is required to offer an on-campus class with a maximum of 18 students per on campus class.

Getting Started

Professional counsellor training programs, leading to a certificate or diploma can be completed in seven months to one year of on campus or distance education learning.

Employment

Programs at the Kelowna College of Professional Counselling provide skill training that is typically not included in university undergraduate degree programs, therefore a certificate or diploma may be accepted in lieu of a university degree requirement at the employer's discretion for positions allowing "equivalent training and experience."

Transferable Credits into KCPC Programs

The learning objectives of the KCPC curriculum focus on applied skill development. Therefore, unless a university course also contains this application component, KCPC does not grant transfer credits for previously completed, theory-based coursework.

University Transfer Credit

University of British Columbia often accepts KCPC courses as pre-requisites toward their Graduate programs in counseling. Courses may be eligible for transfer to other colleges and universities at the discretion of the Admission Departments at those institutions.



"Quote"

No man is so foolish but he may sometimes give another good counsel, and no man so wise that he may not easily err if he takes no other counsel than his own. He that is taught only by himself has a fool for a master.

- Hunter S. Thompson (1939 - 2005)

Professional Faculty

Faculty at the Kelowna College of Professional Counselling are practicing professionals who hold a minimum of a Master's Degree, in a relevant discipline, a Ph.D., or a specialized certificate in counselling, psychology, psychiatric social work, educational psychology, or other mental health related fields. In addition they must possess a minimum of five years of experience as a practicing counsellor or psychologist.

Alumni Association

Graduates of the Kelowna College of Professional Counselling may become members of the Alumni Association, a professional network of former students. Periodic updates on our Alumni Webpage keep members informed of the latest career opportunities, research, and accomplishments of other members. Graduates are encouraged to remain involved, and network with their colleagues in the helping professions.

Professional Liability Insurance

Professional liability insurance is a standard component of professional counselling practice. Graduates may obtain professional liability coverage through their membership in a Counsellor related Association.

Professional Association Membership

Completion of the Diploma of Applied Psychology and Counselling marks the beginning of a professional career in counselling. At this stage, the student may become a member of an approved association, usually at the student or intern level.

Professional associations uphold counselling standards; provide on-going learning opportunities; enable students and graduates to

remain involved; network with their colleagues in the helping professions; and protect the public by monitoring and investigating complaints. An approved association must be a non-profit society having rigorous membership criteria, criminal records check, a complaint and disciplinary procedure, and a code of ethics designed for the protection of the public seeking help.

- **Canadian Professional Counsellors Association**

Graduates of the Kelowna College are eligible for membership in the Canadian Professional Counsellors Association and upon completion of clinical supervision are entitled to use the designation, "Registered Professional Counsellor" (RPC).

- **Association of Cooperative Counselling Therapists of Canada**

Graduates of the Kelowna College are eligible for membership in the Association of Cooperative Counselling Therapists of Canada upon completion of clinical supervision are entitled to use the designation, "Registered Therapeutic Counsellor" (RTC).

- **Canadian Addiction Counsellors Certification Federation**

Graduates may also qualify for membership in the Canadian Addiction Counsellors Certification Federation (CACCF) and having served an internship requirement are recognized as an International Certified Drug and Alcohol Counsellor (I C.D.A.C.).

Governing Bodies and Regulatory Agencies

PTIRU Designated College (Private Training Institutions Regulatory Unit)

Academic Requirements

Admissions Requirements

- Adult Student Status of 19 years of age, and 1 year work experience, in any field, for all Diploma and Certification programs. Undergraduate degree required for Diploma program specializing in the Practice of Psychotherapy and Counselling Therapy.
- Completion of the Counselling Aptitude Assessment (CAA). Responses to this questionnaire are used by the admissions department as a measure of an applicant's suitability for counsellor training, and proficiency with the English language.
- Students with pre-existing medical, psychiatric or substance related conditions that may interfere with their ability to complete the training program require a letter of recommendation from an attending specialist.
- Admissions interview with the Registrar, in person or by phone (Skype, etc.).
- Signed agreement with confidentiality and participation policies.
- Access to the internet, a computer, and proficiency with Microsoft Word.
- Proof of funding.
- Criminal record check, including vulnerable sector/population.
- For International students: PLAR required to establish equivalency of degrees completed outside of Canada. ESL: TOEFL scores- PBT = 580> or IBT = 90>.

In the event that any applicant fails to meet the minimum criteria for admissions, no part of said criteria will be waived. All applicants with an addiction's history must have a minimum of one year of sobriety before applying for admission to the College programs.

Maintaining Student Status

Additional requirements and policies for maintaining student status are outlined in the Student Reference Manual, which students receive as part of the admissions interview. Students are required to participate in class, fulfill attendance requirements and complete all assignments and exams to receive a passing grade.

Method of Evaluation

Courses are marked on a standard letter grade basis. The method of evaluation for all courses is based upon the quality of task completion including assignments, exams, and demonstrated skills.

Comprehensive Examination

A comprehensive Proficiency Exam is required for graduation and may be a prerequisite to Clinical Supervision and professional association membership.

The objective of the comprehensive examination is to enable the student to demonstrate assimilation of concepts and level of knowledge in core areas of counselling. The exam is administered after all course work has been completed.

“Quote”

If a man does not keep pace with his companions, perhaps it is because he hears a different drummer. Let him step to the music he hears, however measured or faraway.

- *Henry David Thoreau*

Information Session

We invite you to come to the Kelowna campus and meet with a KCPC representative to hear more about the programs and have an opportunity to ask questions about our College.

Call **(250) 717-0412** for an appointment.
Our address is:

*Kelowna College of Professional Counselling
2515 Pandosy Street.
Kelowna, BC. V1Y 1V2*

Or phone one of our Student Advisors who will be happy to answer your questions.

Admissions

Applicants and students may consult the “Office of the Registrar” at any time to obtain information on existing programs. Applicants are requested to carefully review the registration requirements and refund policy which is located in KCPC’s Student Manual.

To contact KCPC for admissions, please call one of our representatives at (250) 717-0412

Counselling Aptitude Assessment

Applicants are required to submit their Counselling Aptitude Assessment (CAA) directly through the KCPC website in order to enter the admissions process and receive a “Letter of Acceptance”.

The purpose of the CAA is to provide a review of strengths, personal and professional goals, education, and life experiences to maximize the probability of success in counsellor training and practice. In addition to the career inventory, a face-to-face or telephone interview with the Registrar is required for all applicants. A Letter of Acceptance will be issued upon successful completion of this process.

Program and Academic Advising

Program and academic advising is available to students throughout their program. Students are asked to take the initiative to arrange appointments with the Director of Student Services to review their experiences in the program, self-care and personal growth. For career development and future educational plans, please contact the KCPC Registrar.

Personal Counselling

In-class practice exercises are not meant as substitutes for professional counselling. KCPC recognizes self-care as an important component of training and students are encouraged to seek counselling when personal issues emerge during the program. Instructors or student advisors may refer students who might benefit from additional support as they pursue their personal goals.

Special Needs

KCPC can provide reasonable accommodations when needed. Please inform KCPC's Registrar if any substantiated special physical or learning accommodation is required.

Financial Aid

Financial assistance is available to qualified applicants.

Examples of funding sources are:

- Canada Student Loans, StudentAid BC, Provincial Student Aid and Employment Insurance Agencies
- Health Care Labour Adjustment Agency
- Human Resources Development Canada
- Labour Unions
- Ministry of Labour and Health Sector
- Ministry of Skills, Training and Labour (Vocational Rehabilitation Services)
- Native Band Sponsorships
- Self-Funded / Bank Loans
- Workers Compensation Board

Fees and Tuition

Fees and tuition are listed in the back of this catalogue. To determine the total cost for a particular program or for financial assistance resource options, contact the "Office of the Registrar". Tuition paid to KCPC is tax deductible and T2202A forms are issued by the administrative office.

Textbooks and Supplemental Material

All textbooks and supplemental materials are included in the tuition costs of all programs.

On campus KCPC students are given the required text for each course on the first day of class. Distance Education students receive all textbooks and supplemental study materials at the start of the program and are included in the initial cost. Please note: Texts and supplemental materials are non-refundable.

Program Formats

On Campus (OC) Program

Classes are offered M – F, 9am-1pm, subject to a minimum number of students enrolled.

Distance Education (DE) Program

The Distance Learning option is specifically designed for students who choose the flexibility of home study. Students who benefit from our DE program:

- Wish to study from the comfort of their home environment.
- Are proficient with computer skills.
- Want to accommodate family or work needs with a personalized study schedule.



Applied Skill Labs and Symposiums

“Applied Counselling Skill - Labs” (ASL) and Online Symposiums combine the flexibility of online learning with interactive practice exercises as well as periodic online meetings and recordings of program related presentations and discussions.

ASL - Labs are facilitated during the program by a KCPC Facilitator during the ACS course and in subsequent sessions, and subject to a minimum number of students enrolled.

ASL's Facilitator's:

- Review the student's incorporation of the Statement of Understanding with clients and ethical considerations
- Assess and help strengthen the student's understanding of counselling theory and competencies
- Develop the student's counselling techniques through practice
- Provide brief evaluation of the ASL session and recommend areas for improvement, along with suitable resources
- Set up subsequent ALS session to target areas needing improvement, as recommended

Online Symposiums are provided virtually and are rooted in core competencies in counselling. These monthly presentations:

- Provide students with an interactive experience with practitioners and instructors with extensive knowledge and real world experience in their scope of practice
- Allow students to hear answers to their questions directly from the presenter
- Demonstrate how specific counselling competencies and approaches are incorporated into specific situations and settings
- Learn more about ethical considerations, inter-professional relationships, case management, referrals, resources and scope of practice and limitations

* Can be replayed at subsequent times by the student.

Program Descriptions

Diploma of Applied Psychology and Counselling

Program Description:

The Diploma of Applied Psychology and Counselling is a comprehensive, one-year vocational training program for entry-level careers in the mental health field. The program consists of 16 courses (960 instructional hours, totaling 64 credits). Each three week, (60 hour) course teaches major counselling theories and skill development specific to the course topic. Courses are offered on-campus (AM or PM classes), and through distance learning.

Faculty members hold graduate level degrees or equivalent and bring years of professional experience to the classroom. Instruction is student-centered (geared to a variety of learning styles), and experiential.

Employment Preparation:

Textbooks, lectures, video and live demonstrations, and interactive exercises prepare students to meet job requirements for entry-level counselling positions in private practice and community mental health settings. Graduates are qualified to work within their scope of practice with issues such as:

- Indigenous issues
- Addictions: prevention, recovery and follow-up treatment
- Career planning
- Community development
- Depression and anxiety related disorders
- Developmental milestones
- Ethical decision making and cultural diversity
- Group counselling and workshop facilitation
- Loss and grief

- Suicide and emergency intervention
- Youth, family and couples counselling

Hands-on Learning:

Interactive skill-building exercises simulate mental health situations related to the course topic. Under supervision, students apply the latest theories and skills, which are readily transferable to employment settings.

Academic Preparation:

Curriculum covers major theories and concepts drawn from psychology, social work, and counselling; provides a broad information base for students who choose to continue their education in the University system.

Personal Awareness:

Self-awareness is an essential characteristic of effective counsellors. Although not meant to be a substitute for professional counselling, each course provides students the opportunity to gain valuable personal insights through skill development exercises, small group discussions, and conferencing with instructors.

Distance Education Format:

Students may complete all or part of their course work through distance learning. Distance Education students build counselling skills in the context of a supervised, volunteer position setting with community or private agencies. This allows each student to develop a portfolio of job skills with practical relevance for future employers.

GRADUATION REQUIREMENTS: (on-campus and distance education)

In order to graduate, students must:

- Complete 15 required courses plus one elective course from an area of professional interest.
- Maintain 65% or better in each course.
- Demonstrate competency in all core concepts by passing a comprehensive proficiency exam.

Program Courses:**Diploma Program Specialization in Professional Counselling** (*Core Competency Courses*)

1. Abuse and Domestic Violence
2. Addictions and Recovery
3. Application of Personality Theories
4. Applied Counselling Skills I (Case Management, Assessment and Listening Skills) Skills development
5. Applied Counselling Skills II (Case Management, Goals and Interventions) Skills development
6. Applied Counselling Skills III (Integrative Approach) Skills development
7. Assessment of Psychological Disorders
8. Collaborative Youth and Family Counselling
9. Conflict, Suicide & Emergency Interventions
10. Group Dynamics & Workshop Design

11. Introduction to Applied Psychology and Ethics
12. Introduction to Couples' Counselling
13. Milestones in Psychosocial Development
14. Psychology of Grief
15. Treatments for Depression and Anxiety
16. Elective *

ELECTIVES

1. Advanced Skill Development Course
2. Career Planning and Development
3. Case Management in Applied Counselling Skills IV (*Development*)
4. Ethics & Career Development
5. Life Skills Coaching
6. Multi-Cultural Competence
7. Probation, Parole, & Issues in Rehabilitation
8. Psychology of Learning
9. Solution Focused Counselling
10. Spiritual / Faith-based Counselling
11. Youth and Family Counselling
12. Introduction to Cinematherapy
13. Introduction to Teletherapy
14. Applied Thesis Course

Diploma Program Specialization in Addictions Counselling

1. Abuse and Domestic Violence
2. Addictions and Recovery
3. Application of Personality Theories
4. Applied Counselling Skills I (Case Management, Assessment and Listening Skills) Skills development
5. Applied Counselling Skills II (Case Management, Goals and Interventions) Skills development
6. Applied Counselling Skills III (Integrative Approach) Skills development
7. Assessment of Psychological Disorders
8. Comprehensive Treatments for Addictions I

9. Comprehensive Treatments for Addictions II
10. Conflict, Suicide & Emergency Interventions
11. Introduction to Applied Psychology and Ethics
12. Introduction to Clinical Psychopharmacology
13. Introduction to Couples' Counselling
14. Group Dynamics & Workshop Design
15. Multi-Cultural Competence
16. Treatments for Depression and Anxiety

Diploma Program Specializing in Counselling Therapy (requires an Undergraduate Degree)

1. Addictions and Recovery
2. Abuse and Domestic Violence
3. Applied Counselling Skills I (Case Management, Assessment and Listening Skills) Skills development
4. Applied Counselling Skills II (Case Management, Assessment and Listening Skills) Skills development
5. Applied Counselling Skills III (Case Management, Assessment and Listening Skills) Skill development
6. Application of Personality Theories
7. Assessment of Psychological Disorders
8. Challenges of Clinical Practice I
9. Challenges of Clinical Practice II
10. Conflict, Suicide and Emergency Interventions
11. Introduction to Applied Psychology and Ethics
12. Introduction to Clinical Psychopharmacology
13. Introduction to Couple's Counselling
14. Milestones in Psychosocial Development
15. Multi-Cultural Competence
16. Treatments for Depression and Anxiety

Diploma Program Specializing Advanced Counselling Practitioner (requires an Undergraduate Degree)

1. Advanced Couples Therapy I
2. Advanced Couples Therapy II
3. Applied Counselling Skills I (Case Management, Assessment and Listening Skills) Skills development
4. Applied Counselling Skills II (Case Management, Assessment and Listening Skills) Skills development
5. Assessment of Psychological Disorders
6. Challenges of Clinical Practice I
7. Challenges of Clinical Practice II
8. Conflict, Suicide and Emergency Interventions
9. Evidence-based Treatment and Psychopharmacology I
10. Evidence-based Treatment and Psychopharmacology II
11. Introduction to Applied Psychology and Ethics
12. Milestones in Psychosocial Development
13. Multicultural Competence
14. Theory and Practice of Psychotherapy I
15. Theory and Practice of Psychotherapy II
16. Youth and Family Counselling

DISTANCE EDUCATION – CONTINUOUS INTAKE

Why choose Distance Education? There are several reasons that students choose to complete all or part of their course work through Correspondence or Distance Education:

- 1) KCPC's unique approach to distance learning gives students the opportunity to participate in interactive exercises designed to develop skills relevant to the course topic. Local resources and contacts are utilized to enhance the learner's application of practical counselling skill development. Simulation of real life counselling situations are incorporated into the distance education learning environment which bring textbook theories to life.
- 2) Students gain valuable skill practice by locating and volunteering in a local counselling related environment. This requirement is designed to enable students to obtain 180 hours of counselling related experience. Out of the 180 hours, a percentage of these hours are obtained from meeting certain course requirements.

Students benefit from the supervision of on-staff agency personnel in conjunction with their KCPC instructor.

- 3) Many distance learning courses include interactive projects relevant to the student's volunteer position. The professional scope of these projects may be of practical relevance to future employers.
- 4) Students network with a wide span of professionals, instructors and other students on the KCPC Online Forum.

These are excellent sites for discussion, support and friendship.

- 5) Students can work from the comfort and convenience of their own homes. Their home study schedule fits their individual lifestyle. Textbooks and study materials for each course are included in the price of tuition and delivered right to your door.

Certificate of Applied Counselling Studies

PROGRAM DESCRIPTION

Certificate of Applied Counselling Studies allows students to focus on vocational skill training in one specific area of the mental health field. A Certificate of specialization requires seven months of study on-campus and/or through distance education. The program consists of nine (9) courses (540 instructional hours totaling 36 credits). Each course is three weeks (60 hours) in length.

*Courses are subject to change without notice and *all customized certificates must take 5 core courses, as required with the Certificate of Applied Counselling Studies.

Have it your way... create a customized Certificate or choose from the list below.

AREAS OF SPECIALIZATION:

- Community Agency Support Counselling
- Life Skills Coaching
- Personal Support Counselling
- Spiritual/Faith Based Counselling
- Youth and Family Counselling
- Addictions Counselling
- Advanced Counselling Practitioner*As per Stipulation and/or approval
- Counselling Therapy*As per Stipulation and/or approval
- Sex and Intimacy Counselling*As per Stipulation and/or approval
- * Customized study, as approved by the Registrar

Faculty members hold a graduate degree or equivalent and bring years of professional experience to the classroom. Instruction is collaborative, student-centered (geared to a variety of learning styles), community based and experiential. The curriculum has been specifically designed to include the following four components:

EMPLOYMENT PREPARATION:

KCPC's Certificate in Applied Counselling Studies, when coupled with a current position, and/or prior learning, enhances graduates' opportunities for greater income, job promotions, and continuing education credits for professional development.



Ready to go...

Academic Preparation:

Curriculum covers major theories and concepts drawn from psychology, social work, and counselling, in order to provide a broad information base for students who choose to continue their education in the University system.

HANDS-ON LEARNING:

Interactive skill-building exercises simulate mental health situations related to the course topic. Under supervision, students apply the latest theories and skills, which are readily transferable to employment settings.

PERSONAL AWARENESS:

Self-awareness is an essential characteristic of effective counsellors. Although not meant to be a substitute for professional counselling, each course provides students the opportunity to gain valuable personal awareness through skill development exercises, small group discussions, role plays, and conferencing with instructors.

GRADUATION REQUIREMENTS:

(on-campus and distance education) In order to receive a Certificate in an area of specialization, students must:

- Complete nine (9) required courses from their area of specialization.
- Each course has a minimum pass grade of 65% >. The student must successfully pass each course in order to graduate from the Certificate program.
- Demonstrate competency in their chosen area of specialization by passing a comprehensive proficiency exam.

SPIRITUAL/FAITH BASED COUNSELLING PROGRAM DESCRIPTION:

The Certificate of Applied Counselling Studies with a specialization in Spiritual/Faith-Based Counselling focuses on the integration of psychological theories and skills, with spiritual/religious beliefs when assessing and counselling individuals and groups. Students learn interview and assessment techniques to: identify the scope of faith based counselling; clarify spiritual beliefs and developmental stages of faith; apply appropriate principles used for loss and grief counselling and 12 Step programs into the pastoral, chaplaincy or integral counselling models. Students explore how their own beliefs influence their practice of counselling.

SPIRITUAL/FAITH BASED COUNSELLING REQUIRED COURSES:

1. Introduction to Applied Psychology & Ethics
2. Applied Counselling Skills I (Case Management, Assessment and Listening Skills) *Skill development*
3. Conflict, Suicide & Emergency Intervention
4. Psychology of Grief
5. Assessment of Psychological Disorders
6. Spiritual/Faith-based Counselling
7. Multi-Cultural Competence
8. Group Dynamics & Workshop Design
9. Applied Thesis in Spiritual/Faith-based counselling

COMMUNITY AGENCY SUPPORT COUNSELLING PROGRAM DESCRIPTION:

The Certificate of Applied Counselling Studies with a specialization in Community Agency Support Counselling explores the role of community counsellors dealing with:

cultural diversity, special-needs populations, fund raising, and networking for various client groups, community settings and outreach programs. Students learn and practice basic counselling and administrative skills related to: community outreach programs, becoming a "change agent", influencing public policy, and advocating for clients. The courses, which are subject to change to remain current, emphasize the application of community-based counselling theory in simulated agency settings.

**COMMUNITY AGENCY SUPPORT COUNSELLING
REQUIRED COURSES:**

1. Introduction to Applied Psychology & Ethics
2. Applied Counselling Skills I
3. Conflict, Suicide, and Emergency Interventions
4. Community-Based Counselling I
5. Community-Based Counselling II
6. Multi-Cultural Competence
7. Group Dynamics & Workshop Design
8. Abuse and Domestic Violence
9. Addiction and Recovery

LIFE SKILLS COACHING PROGRAM DESCRIPTION:

The Certificate of Applied Counselling Studies with a specialization in Life Skills Coaching focuses on the application of theories and concepts used by professional Life Skill coaches in a wide variety of personal and business-related situations. Students learn to differentiate between the scope of practice of counsellors and Life Skill coaches. Interactive exercises introduce skills routinely used by consultants for businesses and private clients; interviewing, problem clarification, goal setting, education,

and advising clients in specific problem situations.

LIFE SKILLS COACHING REQUIRED COURSES:

1. Introduction to Applied Psychology & Ethics
2. Applied Counselling Skills I (Case Management, Assessment and Listening Skills) *Skill development*
3. Conflict, Suicide, & Emergency Interventions
4. Assessment of Psychological Disorders
5. Group Dynamics & Workshop Design
6. Life Skills Coaching
7. Career Planning & Development – Part 1
8. Career Planning & Development – Part 2
9. Applied Thesis in Life Skills Coaching

**YOUTH AND FAMILY COUNSELLING PROGRAM
DESCRIPTION:**

The Certificate of Applied Counselling Studies with a specialization in Youth and Family Counselling focuses on using a child-centered, family therapy model when working with children, adolescents and parents. This counselling approach explores the impact of the parenting style, and dynamics between family members on developmental, emotional and behavioral problems. Students learn interview procedures to identify issues appropriate for their scope of practice. Theory and skills include: assessment of developmental stages; trust building techniques, treatment planning and goal setting, behavioral interventions, parenting strategies; play therapy and art therapy techniques.

YOUTH AND FAMILY COUNSELLING REQUIRED COURSES:

1. Introduction to Applied Psychology & Ethics
2. Applied Counselling Skills I (Case Management, Assessment and Listening Skills) Skill *development*
3. Milestones in Psychosocial Development
4. Collaborative Youth and Family Counselling
5. Assessment of Psychological Disorders
6. Youth and Family Counselling I
7. Youth and Family Counselling II
8. Introduction to Couples' Counselling
9. Abuse and Domestic Violence

PERSONAL SUPPORT COUNSELLING PROGRAM DESCRIPTION:

The Certificate of Applied Counselling Studies with a specialization in Personal Support Counselling explores the major personality theories and techniques used to assist clients who are experiencing mild to moderate emotional or behavioral concerns. Students identify the stages of individual and group counselling and ethical considerations; and remaining within the scope of practice of support counsellors. Skill development includes: interview and assessment procedures; empathetic listening skills, making referrals to other professionals; case management: treatment planning; goal setting; crisis interventions; overcoming resistance; and use of integrative counselling techniques

PERSONAL SUPPORT COUNSELLING REQUIRED COURSES:

1. Introduction to Applied Psychology & Ethics

2. Applied Counselling Skills I (Case Management, Assessment and Listening Skills) Skill development
3. Assessment of Psychological Disorders
4. Conflict, Suicide, & Emergency Interventions
5. Solution Focused Counselling
6. Applied Counselling Skills II (Case Management, Goals and Interventions) skill development
7. Group Dynamics & Workshop Design
8. Multi-Cultural Competence
9. Psychology of Grief

CUSTOMIZED STUDY, AS APPROVED BY THE REGISTRAR WILL INCLUDE 5 REQUIRED CORE COURSES:

1. Introduction to Applied Psychology & Ethics
2. Assessment of Psychological Disorders
3. Conflict, Suicide and Emergency Interventions
4. Application of Personality Theories
5. Applied Counselling Skills I (Case management, Assessment and Listening Skills) Skill development

Plus choose 4 optional courses found within the KCPC catalogue.

CERTIFICATE IN APPLIED COUNSELLING STUDIES SPECIALIZING IN COUNSELLING ADDICTION DESCRIPTION:

The Certificate of Applied Counselling Studies with a specialization in Addictions Counselling is geared to students, recent graduates, and professional counsellors who wish to include addiction counselling in their scope of practice. In addition to core counselling skills, addiction counsellors possess specialized knowledge needed to treat the spectrum of addictions. Substance addictions

include: alcohol, cannabis, nicotine, opioids, and other drugs. Behavior or process addictions include: gambling, internet, gaming, sex, food, exercise, and shopping. The addiction counsellor assesses the client's stage of readiness for change; develops and implements individualized treatment strategies; and relapse prevention. Counselling is conducted individually and/or in group therapy. Pre-requisites: A Diploma from KCPC or equivalent courses.

**CERTIFICATE IN APPLIED COUNSELLING STUDIES
SPECIALIZING IN COUNSELLING ADDICTION
COURSES:**

1. Addictions and Recovery
2. Applied Counselling Skills I (Case Management, Assessment and Listening Skills) Skills development
3. Applied Counselling Skills II (Case Management, Goals and Interventions) Skills development
4. Comprehensive Treatments for Addictions I
5. Comprehensive Treatments for Addictions II
6. Conflict, Suicide & Emergency Interventions
7. Introduction to Applied Psychology and Ethics
8. Introduction to Clinical Psychopharmacology
9. Group Dynamics & Workshop Design

**CERTIFICATE IN APPLIED COUNSELLING STUDIES
SPECIALIZING IN COUNSELLING THERAPY
DESCRIPTION:**

The Certificate of Applied Counselling Studies with a specialization in Counselling Therapy is geared to post-diploma students, and professional

counsellors who wish to incorporate techniques used by Counselling Therapists into their scope of practice. An entry-level Counselling Therapist is prepared to assist clients with low to moderate levels of emotional, cognitive and behavioral distress. While similar in scope of practice to a professional counsellor, a Counselling Therapist has a broader scope of training to include competencies as outlined in the Competency Profile for Counselling Therapy.

Pre-requisites: Completion of KCPC's Diploma in Applied Psychology and Counselling; an equivalent degree; or completion of additional coursework to meet the pre-requisite requirements.

**CERTIFICATE IN APPLIED COUNSELLING STUDIES
SPECIALIZING IN COUNSELLING THERAPY
COURSES:**

1. Introduction to Clinical Psychopharmacology
2. Challenges of Clinical Practice I
3. Challenges of Clinical Practice II
4. Multi-Cultural Competence

**SPECIALIZED CERTIFICATE IN ADVANCED
COUNSELLING PRACTITIONER DESCRIPTION:**

The Certificate of Applied Counselling Studies with a specialization in The Practice of Psychotherapy is geared to ***counsellors with prior training and/or experience*** who wish to incorporate basic psychotherapy techniques into their scope of practice. The program provides introductory training in theories and techniques used by psychotherapists. All textbooks, videos, and study materials are included with the cost of

tuition. (Counsellors with less than 2 years of clinical experience are advised to consult a supervisor when applying advanced techniques.)

SPECIALIZED CERTIFICATE IN ADVANCED COUNSELLING PRACTITIONER COURSES:

1. Applied Counselling Skills I
2. Assessment of Psychological Disorders
3. Challenges of Clinical Practice I
4. Challenges of Clinical Practice II
5. Evidence-based Treatment and Psychopharmacology I
6. Evidence-based Treatment and Psychopharmacology II
7. Introduction to Applied Psychology & Ethics
8. Theory and Practice of Psychotherapy I
9. Theory and Practice of Psychotherapy II

Professional Development:

Professional counsellors may enroll in any course, that meets professional development requirements of their employment, association, or regulatory body. Verification of employment and membership may be requested.

SPECIALIZATION IN SEX AND INTIMACY COUNSELLING

Certificate in Applied Counselling Studies: with a specialization in Sex and Intimacy Counselling covers theories and counselling techniques used to assist with mild to moderate difficulties related to sexual dysfunction and intimacy.

The series of **4 specialized courses** feature text books, demonstration

videos, and supplemental materials providing the latest information related to human sexual behaviors, gender roles, LGBTQ relationships, intimacy, and sexual difficulties. Learn to assess and treat symptoms of sexual dysfunction such as:

- low level of sexual desire
- low level of arousal
- difficulty climaxing
- premature ejaculation
- retarded ejaculation

Due to the in-depth coverage of the topics, a series of four courses of related content are offered.

- **UHS-400 -- Understanding Human Sexuality**, the first course in the series focuses on human sexuality. This emphasis allows students to gain a basic understanding of physical anatomy as it relates to sexual response; gender differences; what's 'normal' in terms of sexual desire and behavior.
- **CSI-400 -- Culture, Sex, and Intimacy**, the second course in the series focuses on intimacy in relationships. Students learn how cultural influences, styles of communication, and family background contributes to the level of intimacy and resulting sexual problems in straight, gay, lesbian and bisexual relationships.
- **SIC-400 -- Sex and Intimacy Counselling**, the third course in the series presents theories and techniques used to increase the level of intimacy and sexual gratification in significant relationships. Students learn to develop and conduct a Marital

Enrichment Program for individual couples and small groups.

- **TSD-400 -- Treating Symptoms of Sexual Dysfunction**, the fourth course in the series introduces theories, methods of assessment, and techniques used to treat specific problems related to arousal and sexual function.

Required core courses:

1. Introduction to Applied Psychology and Ethics, or Ethics and Career Development
2. Assessment of Psychological Disorders
3. Applied Counselling Skills I (Case Management, Assessment and Listening Skills) Skill development
4. Treatments for Depression and Anxiety Disorders
5. Introduction to Couple's Counselling

Specialized courses:

1. Understanding Human Sexuality
2. Culture, Sex, and Intimacy
3. Sex and Intimacy Counselling
4. Treating Symptoms of Sexual Dysfunction

* **Stipulation:** It is recommended that students who enroll in this specialized Certificate have completed the Diploma in Applied Psychology and Counselling, or possess the equivalent in training and experience. Elective Courses relating to Sex and Intimacy Counselling are not meant to be taken individually.

What You Will Learn In Each Course:

Course Descriptions

Please review the list of courses. Each course has been designed to highlight mental health issues relevant to a wide range of counselling situations. The following list of courses describes the *discussion topics* and *specific skills* you will learn in each course. Guest speakers, various forms of media, and field trips may be used as part of the course curriculum. The cost of textbooks and materials are provided with tuition.

AAR-400 Addictions and Recovery

Discussion topics: Understanding the theory behind stages of change relating to the treatment of various types of addiction. *Skills:* You'll learn to identify risk of substance abuse and addictive behaviors, family intervention, provide support for the client who is entering residential treatment and relapse prevention.

ACS-400-I Applied Counselling Skills – Case Management, Assessment and Listening Skills

This course is part of a three-part supervised skill development, which allows students to practice counselling skills with other students in the class. This skill development course will focus on: the assessment interview, building safety and therapeutic relationship, using reflective listening skills, creating a treatment plan, and setting goals based on person centered theory. (This course is designed as an exercise in skill development, and not meant to be a substitute for therapy. Students with serious personal issues are encouraged

to seek professional counselling outside of the school program).

ACS-400-II Applied Counselling Skills – Case Management, Goals and Interventions

This course is part of the three-part skill development, which allows students to practice and deepen their counselling skills. Under supervision of the instructor, students apply counselling interventions to problems presented by volunteer “clients”. Students practice the assessment interview, building safety and therapeutic relationship, reflective listening & empathy, creating a treatment plan, setting goals, maintaining case files and progress notes. (Just a reminder-- this course is designed as an exercise in skill development, and not meant to be a substitute for therapy. Students with serious personal issues are encouraged to seek professional counselling outside of the school program).

ACS-400-III Applied Counselling Skills – Integrative Approach

The course is part of the three-part skill development, which allows students to develop and implement various counselling techniques, using a combination of personality theories learned throughout the program. Students apply the integrated counselling approach to the assessment interview, building safety and deepening the therapeutic relationship, treatment plan, goal setting, maintaining case files and progress

notes. Ethical guidelines and the need for each counselor to implement a personal wellness plan will be stressed. (Just a reminder-- this course is designed as an exercise in skill development, and not meant to be a substitute for therapy. Students with serious personal issues are encouraged to seek professional counselling outside of the school program).

ACS-400-IV Case Management in Applied Counselling Skills IV

Case Management in Applied Counselling Skills IV is an elective course available to students for professional development. Clinically supervised, this skill development course is specifically intended to prepare the entry level counsellor in the area of records management, documentation, professional collaboration, referrals, and case conferencing. After integrating a variety of counselling techniques into one approach which reflects the student's personality style, values, and choice of therapeutic modality, this course allows the student to practice using the assessment developed in the third skill development, and to carry through the entire cycle of practice management.

ACT-600-I & II Advanced Couples Therapy

Discussion topics: in depth exploration of cognitive, emotional and behavioral problems within the context of a couple's relationship. A wide selection of videos demonstrate evidence-based theories, concepts and techniques applicable to the assessment and treatment phases of couple therapy.

Skills: Students learn and practice techniques geared to helping

heterosexual, homosexual and bisexual couples to resolve interpersonal conflicts resulting from maladaptive communication patterns learned from original family systems. Students also develop assessment tools and outcome criteria.

ADV-400 Abuse and Domestic Violence

Discussion Topics: Identify different types of sexual and physical abuse and unhealthy patterns affecting individuals and family relationships; ethical and legal reporting requirements.

Skills: You'll learn counselling and interviewing techniques for building safety and providing support, identifying symptoms of abuse and/or domestic violence, how to develop primary, secondary and tertiary intervention plans.

APD-400 Assessment of Psychological Disorders

Discussion topics: How to identify and classify symptoms of psychiatric disorders identified by the Diagnostic and Statistical Manual (DSM IV-TR) in order to assess and remain within the counsellor's scope of practice.

Skills: You'll learn interview techniques and skills to identify clusters of symptoms; formulate and record your "speculative diagnosis"; refer to a specialist; or develop a treatment plan, and establish goals.

APT-400 Application of Personality Theories

Discussion topics: Examine the major theories of personality development and the application of the related counselling techniques and treatment approaches; assessment procedures,

goal setting, and outcome measures to monitor the effects of treatment.

Skills: You will learn and practice specific skills from each personality theory. Combining your knowledge of the various theories, you'll begin to formulate your own unique counselling style.

ASD-400 Advanced Skill Development/ Final Project

The purpose of the Advanced Skill Development/Final Project is to allow students to work in a mentored position while demonstrating their abilities to apply concepts, theories, and skills to counselling-related situations. As part of this on-the-job experience, students will research and develop a project which has practical application to the work setting.

ATC-400 Applied Thesis Course

At the completion of all required courses for the Diploma and Certificate programs, student work under the supervision of an instructor in their field of specialization to incorporate the concepts and skills learned throughout the program into a comprehensive, career-related final project. This written project serves as a measure of the student's level of competency in the area of clinical interest, and will be evaluated by the instructor for practical relevance and professionalism. Students choose from a list of topics relevant to their career direction.

CBC-400-I, II Community Based Counselling Part I and Part II

Discussion topics: The two part course covers the role of the community counsellor in various types of community settings, outreach

programs, cultural diversity, special needs populations, funding, and networking.

Skills: You will learn and practice skills related to finding employment with a mental health agency, developing community outreach programs, becoming a "change agent" to influence public policy, advocating for clients, and the application of the community-based counselling theory in an actual agency setting.

CCP-600-I Challenges of Clinical Practice

Discussion topics: the importance of incorporating ethics, researched outcomes, multiculturalism, and social responsibility into the foundations of clinical practice.

Skills: You'll discover personal insights by completing a series of self-awareness exercises related to the challenges of becoming a therapist: explore your own hopes and fears and expectations to help build a personally satisfying career plan, and counter the potential for burnout. (Pre-requisite: Introduction to Applied Psychology and Ethics)

CCP-600-II Challenges of Clinical Practice

Thesis/Research Project: Refine your research and writing skills by designing a thesis project based on APA guidelines. The end result will establish 'evidence-based' support for your unique theoretical approach to therapy. (Pre-requisite: Introduction to Applied Psychology and Ethics).

CPD-400-I, II Career Planning and Development:

Discussion topics: The major theories used by career counsellors in the assessment interview and treatment

planning. Exposure to the career related testing and screening indicators are applied to determine career direction.

Skills: You will learn to conduct assessment interviews which incorporate the major career counselling theories. You will practice evaluating this information by writing a treatment plan for yourself and for a volunteer client.

CSE-400 Conflict, Suicide and Emergency Interventions

Discussion topics: Understanding how the ABC model is used to intervene and resolve emergency situations such as intense conflict, suicide and other types of crisis.

Skills: You'll learn to assess the degree of suicidal and homicidal risk, suicide contracting; plus counselling victims of crime and other types of trauma.

CTA I & II-600, Comprehensive Treatments for Addictions I & II

Discussion topics: This 2-part, advanced course covers the range of addictions from alcohol, drug abuse, and nicotine to various process addictions, including sex, food, internet, gaming, social media, and gambling. Also included are major theories and models; information related to neuroscience; and DSM-V classifications for addiction.

Skills: You'll learn advanced techniques specific to treating the full range substance and behavior addictions: assessment, goal setting, treatment planning, relapse prevention; stages of change; cultural diversity; ethical, legal and professional considerations; how to construct and facilitate a psycho-education workshop.

CYF-400, Collaborative Youth and Family Counselling

Discussion Topics: Offers training in the delivery of a collaborative counselling program applicable to children, adolescents and families. It is a step by step program based on 4 development stages- behavioral; emotional; social; academic. Children experiencing deficits in one or more of these stages may exhibit acting out behaviors or internalized emotional problems.

Skills: You'll learn to collaborate with parents in assessing presenting issues of children, adolescents and families; customize appropriate treatment strategies; and facilitate a structured counselling program in various formats including individual and family counselling, and parenting groups.

ECD-400 Ethics and Career Development

Discussion Topics: Understanding professional ethics, application of ethics, and ethical dilemmas. Self-care, professional skill development, career opportunities, and developing a private practice.

Skills: Students will begin to learn how to approach ethical decision making, when and how to seek out clinical supervision, how to gauge self-health, learn the warning signs of burn-out, and how to develop and maintain a healthy perspective on a career in the helping professions.

ETP-600-I, Evidence-based Treatment and Psychopharmacology

Discussion topics: Identify clusters of symptoms relating to DSM diagnostic criteria

Skills: You'll learn how to develop systematic treatment plans and make referrals for medication evaluation

based on factors related to psychopharmacology. (Pre-requisite: Assessment of Psychological Disorders, APD-400, or equivalent.)

ETP-600-II, Evidence-based Treatment and Psychopharmacology

Discussion topics: case management, report writing, and advanced treatment strategies for DSM disorders.
Skills: You'll learn how to incorporate psychopharmacology, therapists' characteristics, and efficacy of therapeutic approach into treatment for DSM disorders. (Pre-requisite: Assessment of Psych. Disorders, APD-400)

GDW-400 Group Dynamics and Workshop Design

Discussion Topics: The processes and working stages relating to four categories of groups including: task groups, psycho-educational groups (also called workshops or seminars), support groups, and counselling groups; the uses for various types of group counselling in community agencies as well as private practice.
Skills: You will learn to identify the stages of group dynamics and use appropriate techniques for each stage. You will practice leading or co-leading; or participate in at least one type of group. By understanding when and why to apply the appropriate techniques, students will be prepared to develop their own style in facilitating group work. In addition you will learn the concepts involved in the proposal, design and presentation of psycho-educational workshops.

IAP-400 Introduction to Applied Psychology and Ethics

Discussion Topics: Foundation theories and skills used in the counselling process, formulating a therapeutic alliance, ethical considerations, and characteristics of effective counsellors.
Skills: In this course you learn basic interview and assessment procedures, listening skills, ways to build trust and safety, overcoming client's resistance, and ethical decision making.

ICC-400 Introduction to Couples' Counselling

Discussion Topics: Problems commonly reported in a couples' relationship. Various approaches used to evaluate a couple's interpersonal processes; the impact of cultural and personal variables from original family systems on current marriage dynamics.
Skills: You will learn to use various techniques commonly used in couple counselling, i.e., genograms, empathic listening, problem solving, and dealing with anger.

ICP-600 Introduction to Clinical Psychopharmacology

Discussion topics: Identify clusters of symptoms relating to DSM diagnostic criteria
Skills: You'll learn how to develop systematic treatment plans and make referrals for medication evaluation based on factors related to psychopharmacology.
(Pre-requisite: Assessment of Psychological Disorders, APD-400, or equivalent.)

IOC I & II-400 Introduction to Cinematherapy

Discussion topics: in the *primary textbook* include: an introductory overview of current research on the use and effectiveness of e-counseling, and data on the idiosyncrasies of online behavior and communication. Practical aspects, skill sets, and required competencies for counseling online are discussed at length, along with technological, ethical, legal, multicultural, assessment, treatment strategies, and ideas on how to set up an online counselling practice. The *secondary textbook* is meant as a reference guide for **advanced practitioners**. Topics include: the use of video conferencing tools to facilitate the in-depth, virtual processing of individual, couple, family and group therapy, with specific concerns related to online group dynamics. The text also discusses the responsibilities of the therapist and group leader in online sessions.

Skills: You will learn how to develop business structure for online counselling practice; how the counsellor delivers informed consent, opens the online session, and builds a therapeutic alliance; determine scope of practice and client's readiness for online counselling; refer to issues from the online intake questionnaire to gently guide the session; reflective listening to demonstrate empathy; reflections on client's thoughts, emotions, and behaviors; deepening the online session using exploratory questions and counselling techniques that flow naturally from client's previous responses; recognize the scope of practice issues (related to

medical concerns) and make appropriate referral; close the online sessions with validation and non-threatening homework to maintain continuity for next session; use of outcome measures to determine progress and readiness for termination; uses of technology to provide innovative solutions for counselling and psychotherapy; legal and ethical considerations in providing virtual or online counselling and psychology sessions.

ITC-400 Introduction to Cinematherapy

Discussion topics: The four-step technique, theory and intervention skills necessary to develop and facilitate a counselling program; contemporary films as a therapeutic intervention; treatment of various mental health issues relating to clients' presenting concerns; therapeutic settings including psycho-educational workshops, counselling groups, individual, & couples counselling.

Skills: You will learn to choose therapeutically appropriate films; facilitate discussion of the characters and events in the film using basic counselling skills; identify irrational beliefs, family dynamics, maladaptive life patterns, addiction and other symptoms depicted in the film that relate to clients' presenting problem; develop outcome measures and needs assessment to test the efficacy of the therapy process.

ITT-400 Introduction to Teletherapy

Discussion Topics: an overview of current research on the use and effectiveness of e-counseling online,

and data on the idiosyncrasies of online behavior and communication. Discussion of practical aspects of Teletherapy include: applicable skill sets and required competencies, technological, ethical, legal considerations; confidentiality, cultural diversity, assessment and treatment strategies; and ideas on how to set up an e-counselling practice.

Skills: You will learn how to design forms and develop the business structure for a telephone or video counselling practice: how to deliver informed consent, open the Teletherapy session, and build a therapeutic alliance within the telephone or video context; how to assess for client's readiness for e-counselling, goals and treatment planning; identify and prioritize issues from the intake questionnaire to gently guide the session; use reflective listening to demonstrate empathy; identify patterns of client's thoughts, emotions, and behaviors related to the presenting problem; deepen the online session using exploratory questions and counselling techniques that flow naturally from client's previous responses; recognize entry-level scope of practice and make appropriate referrals as needed; close the telephone or video sessions with validation and non-threatening homework to maintain continuity for next session; use of outcome measures to determine progress and readiness for termination; protect client confidentiality and privacy when using online delivery of services.

LSC-400 Life Skills Coaching

Discussion topics: Theories and concepts from the field of Life Skills

Coaching applied to a wide variety of personal and business-related situations. How Life Coaching differs from professional counselling.

Skills: You will learn the roles taken by Life Coaches including business consulting, and how to apply specific skills to interviewing, problem clarification, goal setting, education, and advising clients in a variety of specific problem situations

MCC-400 Multi-Cultural Competence

Discussion topics: The importance of understanding cultural diversity related to the religion, race, gender, socio-economic class, and sexual preference of the client will be addressed.

Skills: You will learn to administer a cultural assessment to target areas of diversity. You will explore your own cultural roots and uncover any cultural biases which impact your ability to practice as a culturally sensitive and competent counsellor.

MPD-400 Milestones in Psychosocial Development

Discussion topics: Chronological stages relating to emotional and social developmental tasks from infancy through very old age, and the role each stage plays in personality development.

Skills: You will learn to identify incomplete developmental tasks from earlier stages that relate to clients' current presenting problem and include this information in treatment planning. You will investigate your own developmental history and chart milestones which played significant roles in your personal development.

POG-400 Psychology of Grief

Discussion topics: Major theories of loss from a psychological perspective; recognizing symptoms of grief; assessing complicating factors leading to unresolved grief; types of complicated grief reactions, and appropriate counselling techniques for each; special types of losses.

Skills: You will learn assessment procedures, normalizing techniques, treatment planning and interventions related to a wide variety of grief related situations. Techniques for working with individuals, children, adolescents, couples, and families. You will develop the therapeutic skills necessary to recognize and treat complicated grief reactions, and to support clients through the various stages of the normal grief process.

POL-400 – Psychology of Learning

Discussion topics: The **Psychology of Learning** course introduce resources and protocol for determining a client's preferred processing modality, as well as how factors like cognitive developmental stages, executive skill development, temperament, birth order, and IQ all impact the learning process.

Skills: Interpretation, assessment and counselling interventions related to developmental deficits and strengths in the context of learning; how to recognize learning and temperament mismatches in both an educational context and family system.

PPR-400 – Probation, Parole, and Issues in Rehabilitation

Discussion topics: Assessment procedures, treatment planning, and

intervention techniques will be discussed and demonstrated. Students will apply these concepts and techniques to a variety of justice related circumstances.

Skills: The general aim of this course is to provide students with knowledge related to the assessment, management and rehabilitation of clients in contact with the justice system. Opportunities will be provided for students to develop therapeutic skills for assisting clients to move through the process of restorative justice, rehabilitation, and re-integration into society.

SBC-400 Spiritual/Faith-Based Counselling

Discussion topics: Integrating spiritual and religious beliefs and concepts (such as Evil and Suffering) into the counselling process.

Skills: You will learn to use interview skills, discussion, and assessment forms to clarify spiritual beliefs relating to presenting problem, how to set counselling goals, and how to incorporate the basis of the 12 Step Programs with religious beliefs. You will explore your own belief system as it relates to your role as a spiritual or pastoral counsellor.

SFC-400 Solution Focused Counselling

Discussion topics: Solution-focused model and cognitive-behavioral techniques applied to a wide variety of brief term counselling situations, common disorders, and outcome data.

Skills: You will learn to apply solution-focused techniques to the initial interview, treatment planning and counselling process with individuals, children, adolescents, couples, and families. You will practice solution-focused skills during role play exercises

that can readily apply to common disorders found in counselling situations.

TDA-400 Treatments for Depression and Anxiety Disorders

Discussion Topics: Practical information and cognitive-behavioral techniques that can be readily applied to a wide variety of anxiety and depression disorders as typically found in brief-term counselling situations.

Skills: You will learn to apply the cognitive-behavioral model to interviewing, assessment, goal setting, contracting, and treatment of symptoms related to depression and anxiety in adults, children, and adolescents.

TPP-600-I, Theory and Practice of Psychotherapy

Discussion topics: An overview of evidence-based psychotherapeutic techniques and related theories which comprise the foundations of the mental health profession.

Skills: You'll learn to implement key factors in treatment planning, goal setting and choice of therapeutic approach. (Pre-requisite: Applied Counselling Skills, ACSI-400, or equivalent.)

TPP-600-II, Theory and Practice of Psychotherapy

Discussion topics: The series of training videos demonstrate in-depth analysis of the major evidence-based psychotherapeutic approaches.

Skills: You'll learn to refine your therapeutic orientation; and practice techniques related to the psychotherapeutic modalities covered in the text and portrayed on the

videos. (Pre-requisite: Applied Counselling Skills, ACSI-400, or equivalent.)

YFCI & II-400 Youth and Family Counselling

Discussion Topics: The focus is on a child-centered, family approach for counselling children and adolescents, emphasizing the interaction between family members during the counselling process.

Skills: You'll learn practical information and skills that can readily apply to counselling youth and families including: assessment of problems related to unmet emotional needs and developmental delays; trust building, treatment planning, parenting strategies, play therapy and art therapy; assessment tools to evaluate presenting issues of children and adolescents; develop treatment strategies and/or make appropriate referrals within the scope of practice of an entry level therapist.

CPE-400 Comprehensive Proficiency Examination

The Comprehensive Proficiency Examination is required after all course work has been completed.

Intimacy and Sexuality courses:

Discussion Topics and skills: The series of 4 specialized courses feature text books, demonstration videos, and supplemental materials providing the latest information related to human sexual behaviors, gender roles, GLBT relationships, intimacy, and sexual difficulties. Learn to assess and treat symptoms of sexual dysfunction such as: low level of sexual desire; arousal;

difficult climaxing; premature ejaculation. Due to the in-depth coverage of the topics, a series of four courses of related content (taken in the following order) covers theories and counselling techniques used to assist with mild to moderate difficulties related to sexual dysfunction and intimacy.

UHS-400 Understanding Human Sexuality

The first course in the series focuses on human sexuality. This emphasis allows students to gain a basic understanding of physical anatomy as it relates to sexual response; gender differences; what's 'normal' in terms of sexual desire and behavior.

CSI-400 Culture, Sex, and Intimacy

The second course in the series focuses on intimacy in relationships. Students learn how cultural influences, styles of

communication, and family background contributes to the level of intimacy and resulting sexual problems in straight, gay, lesbian and bisexual relationships.

SIC-400 Sex and Intimacy Counselling

The third course in the series presents theories and techniques used to increase the level of intimacy and sexual gratification in significant relationships. Students learn to develop and conduct a Marital Enrichment Program for individual couples and small groups.

TSD-400 Treating Symptoms of Sexual Dysfunction

The fourth course in the series introduces theories, methods of assessment, and techniques used to treat specific problems related to arousal and sexual function.

How to Apply



After reading this catalogue thoroughly, enrollment is as easy as 1 • 2 • 3

Step 1

APPLICATION - Call Admissions at (250) 717-0412 to apply:

You may consult with a KCPC representative at any time during the process if you have questions. The representative can assist you with completion of the application form and answer any questions you may have about the College, the programs or the admissions process.

Step 2

PROGRAM ACCEPTANCE – Admissions Criteria

Complete and send in the Counselling Aptitude Assessment (CAA) along with the application fee of \$150.00. The CAA is reviewed by the Office of the Registrar to help determine if professional counselling is the right career choice for you. Each application is kept confidential. The CAA must be completed on-line at www.counsellortraining.com. (The application fee may be submitted online via a major credit card through PayPal.) Once the CAA is received an automated response is generated via email. All applicants are required to complete an interview through the Office of the Registrar, either in person, or by telephone.

Step 3

REGISTRATION – Acceptance to the Program and Class Schedule:

Once approved, the student will complete and sign a KCPC “Student Enrollment Contract” (SEC). You will be issued a copy of your completed and signed “Student Enrollment Contract” as well as the appropriate program schedule. You will be issued a “Letter of Acceptance” when your SEC has been issued back to you.

You will need to provide payment or approval of tuition or funding source prior to beginning your courses. Information on funding agencies can be provided through the Office of the Registrar. For residents of BC only, application can be made online through StudentAid BC. Other provincial Student Aid, Employment Insurance Agencies, First Nations Bands or other private and public agencies may also provide funding for eligible applicants.

Congratulations! - You are ready to begin your program

Call 1-(250)-717-0412

Kelowna College of Professional Counselling
2515 Pandosy Street
Kelowna, B.C. V1Y 1V2

studentadvisor@counsellortraining.com

Tuitions & Fees

Non-Refundable Application Fee [with Counsellor Aptitude Assessment (CAA)] 150.00

Diploma of Applied Psychology & Counselling

This program is 49 weeks, contains 16 courses and each course is 60 hours.

	On-Campus	Distance Ed
Tuition for each course (including course material)	<u>1290</u>	<u>900</u>
Subtotal (x 16 courses)	20,640	14,400
Student Fee (Required)	200	200
Administration Fee (Required)	300	300
Total tuition and fees	<u>21,140</u>	<u>14,900</u>

Certificates of Applied Counselling Studies

This specialized program is 27 weeks, contains 9 courses and each course is 60 hours.

	On-Campus	Distance Ed
Tuition for each course (including course material)	<u>1290</u>	<u>900</u>
Subtotal (x 9 courses)	11,610	8,100
Student Fee (Required)	200	200
Administration Fee (Required)	300	300
Total tuition with fees	<u>12,110</u>	<u>8,600</u>

Stand Alone Course – Distance Education/On-Campus

	On-Campus	Distance Ed
Tuition for each course (including course material)	<u>1290</u>	900 plus 200
	N/A	Student Fee
Tuition for Pre-Admission Course (including course material)		\$100

Other

Administrative Service Fees

Certificate, diploma or transcript reprints	15
Non-medical course or program extension	75
*Prior learning assessment - per transfer credit	75
Program change	100
Retake – course or comprehensive exam	200

Transfer fee to apply previous KCPC credit to current program

50

Please Note: International students will need to add 15% to all fees listed above. KCPC's refund policy conforms to PTIB requirements. All fees, textbooks and supplemental materials are non-refundable.

*To be approved at time of enrollment and prior to program start

