

Trevecca Nazarene University
Graduate Counseling
333 Murfreesboro Road
Nashville, TN 37210

(615) 248-1384

Email: Admissions_gradcouns@trevecca.edu

The purpose of this document is not to replace the Graduate Counseling catalog but to provide the prospective student with some basic and updated information about the Graduate Counseling program. The Graduate Counseling catalog for the 2019-2020 academic year is available online at www.trevecca.edu/gradcounseling.

The Graduate Counseling Program emphasizes development of professional counselors and their professional identity, offering degrees in clinical mental health counseling and marriage & family counseling/therapy. **Trevecca's Master of Arts (MA) in Clinical Mental Health Counseling and Master of Marriage and Family Counseling/Therapy (MMFC/T) degree programs are accredited by The Council for Accreditation of Counseling & Related Educational Programs (CACREP).**

Trevecca Nazarene University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate, baccalaureate, master's and doctoral degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Trevecca Nazarene University.

Normal inquiries about Trevecca Nazarene University such as admissions, financial aid, and educational programs should be addressed directly to the University and not to the Office of the Commission on Colleges. Interested constituents should contact the Commission on Colleges of the Southern Association of Colleges and Schools only if there is significant evidence for alleged non-compliance with a standard or requirement.

Programs of Study

The Graduate Counseling program is designed to meet the academic requirements for licensure as a professional counselor or marital and family therapist in the state of Tennessee. Course format is face-to-face.

The programs of study available in Graduate Counseling are as follows:

Master of Arts in Clinical Mental Health Counseling

Master of Marriage and Family Counseling/Therapy

Note: Details of the programs of study are found at the end of this document.

Licensure Statement

The MA in CMHC includes all academic curriculum requirements in order for graduates of this program to pursue the Tennessee state licensing process (post-master's) to become a Licensed Professional Counselor with Mental Health Service Provider designation (LPC-MHSP). The MMFC/T includes all academic curriculum requirements in order for graduates of this program to pursue the Tennessee state licensing process (post-master's) to become a Licensed Marital and Family Therapist (LMFT). The MA in CMHC and the MMFC/T curriculum are not designed to meet academic requirements for the licensure process in any state other than that of Tennessee. If A) a student chooses to complete the MA in CMHC or MMFC/T at Trevecca and then later moves to another state to pursue the state licensure process of that state or B) if a graduate of the MA in CMHC or MMFC/T at Trevecca obtains Tennessee state licensure and later moves to another state and seeks licensure transfer, please be advised that state licensing rules and regulations differ by state and by licensure (Professional Counseling or Marriage and Family Therapy). Visit the licensing board website of the state of interest in order to access specific licensing rules and regulations by state: [State Licensure Websites](#).

Admissions Categories

Three broad categories of graduate students are recognized:

- **Degree-seeking** graduate students are those accepted into a specific graduate program.
- The graduate **non-degree (ND)** category applies to students who are in a graduate degree program (at another educational institution in counseling or a related field) and would like to take coursework with Trevecca Nazarene University for the purpose of transferring courses into their current program. ***In no case can more than nine (9) semester hours as a non-degree seeking student be completed.*** Non-degree seeking students are not eligible for federal financial aid through Free Application for Federal Student Aid (FAFSA).
- The **degreed licensure-seeking (DLS)** category is for students who completed a graduate degree in counseling, marriage and family counseling/therapy, or a closely related program but need additional coursework for licensure purposes. Degreed licensure-seeking students are not eligible for federal financial aid through Free Application for Federal Student Aid (FAFSA). **Admission to take courses as a degreed-licensure seeking student does not guarantee/ensure Tennessee state licensure (only the state licensing board can make this determination).**

Admissions Procedure and Guidelines

Students who wish to study in the Graduate Counseling Program must submit the appropriate forms to the Graduate Counseling Program.

1. Official transcript indicating baccalaureate degree from a regionally accredited institution
Transcripts issued to student are not considered official. Please have transcripts sent directly to the Graduate Counseling Program
2. Minimum GPA of 2.7 on all previous credit
3. Minimum Miller Analogies Test Score of 380
or
Minimum Graduate Record Examination of 290
(Combined verbal and quantitative)
4. Two (2) completed reference assessment forms
5. English Proficiency for *international applicants*: Applicants who did not receive a high school diploma or university bachelor's degree with English as the medium of instruction must submit either:
 - TOEFL score of 100iBT/600pBT/250cBT, OR
 - IELTS score of 6.5, OR
 - Transcript from International English Institute showing successful completion of level six in ALL course areas offered at IEI with a letter or recommendation from the IEI Academic Director.

*** Important note:** *Following review of applications, eligible candidates will be contacted by the Graduate Counseling Program to schedule an interview with the Admission's Committee. Immediately following the interview, applicants will be required to complete a writing sample that will be evaluated and considered by the Admission's Committee in review of the applicant.*

Admission on Academic Restrictions

Admission to the master's programs is based, in part, on a cumulative GPA of 2.7, a score of 380 on the MAT, or a score of 290 on the GRE. Applicants who do not meet all program admission guidelines may be admitted on academic restriction upon recommendation of the director of the Graduate Counseling Program. In some cases, students may be admitted on academic restriction based on the writing assessment; in this case, students will be required to work with academic services.

The admission on academic restriction status will be removed when the enrollee has completed the first three courses with a minimum grade of B in each of these courses. Failure to meet this stipulation during any of the first three courses will result in disenrollment.

Transfer Credit

Acceptability of transfer credit will be based on the following criteria:

- (1) The course is no more than 10 years old
- (2) The course is relevant to the degree program
- (3) The course was taken for graduate credit from a regionally accredited institution
- (4) A minimum grade of B was earned

A maximum of nine hours of transfer credit is allowed in the two master's degrees offered in the Graduate Counseling Program.

Time Limitations

All requirements for the M.A. and M.M.F.C./T. degrees must be met within a six-year period after the student enrolls in the graduate program

Degree Requirements

To receive the master's degree, the following academic requirements must be met:

1. Complete the required number of semester hours of credit with a minimum cumulative grade point average of 3.0. Students earning a C- or below on any course will be required to repeat the course.

While maintaining a cumulative grade point average of 3.0, two course grades of C+ or C will be allowed for graduate degree purposes.

2. Submit candidacy form upon completion of 12 semester hours.
3. Successfully complete a two-part comprehensive exam: specialty portion and Counselor Preparation Comprehensive Examination (CPCE) core portion.
4. The residency requirements are as follows:

Master of Arts in Clinical Mental Health Counseling	51 hours
Master of Marriage and Family Counseling/Therapy	51 hours

5. All requirements for the M.A. and M.M.F.C./T. degrees must be met within a six-year period after the student enters the graduate program.
6. Submit an application for graduation to the Graduate Counseling office.

Financial Services

The following financial policies apply to all Clinical Mental Health Counseling and Marriage and Family Counseling/Therapy students:

1. All charges are due and payable at the beginning of the semester.
2. If charges are not paid when due, a late fee of one and a half percent (1.5%) will be added at the end of each month in which the charges are at least 30 days old. This includes students who have applied for but have not yet received financial aid. Any student who has become delinquent through failure to make payment will be subject to disenrollment until such matters are satisfactorily resolved with the Accounting Office. Students will not be allowed to enroll for subsequent semesters unless all obligations from a previous semester have been satisfactorily resolved.
3. Diplomas, certificates and transcripts will not be issued until all financial obligations to the University are paid in full. The University reserves the right to make financial changes for tuition and fees as approved by the Board of Trustees.

Questions about payment, or account status may be answered by contacting the Accounting Office at (615) 248-1432.

Financial Aid Policy

Graduate students who are enrolled in a degree-seeking program and in good standing on past federal student loans are eligible to apply for a Federal Student Loan. Students are expected to be making satisfactory progress toward a degree.

Students receiving federal student loans must be enrolled for at least three (3) hours at the beginning of each semester. Failure to do so will result in all or a portion of the loan being returned to the lender.

To meet federal regulations concerning loan disbursements and refunds from loan proceeds, the University must delay the disbursement of loan proceeds until at least three weeks into each semester.

Students must submit a new application for federal aid for each year they are enrolled and want to receive federal loans. It is the student's responsibility to monitor their funds and call the financial aid office when additional funds are needed. Additional information concerning financial aid may be obtained by calling the Financial Aid Office at (615) 248-1242.

Schedule of Charges

The following charges apply for the **2019-2020** school year:

PROGRAM CHARGES:

Tuition per semester credit hour	\$636.00
Comprehensive exam (CPCE core portion)	\$75.00 (minimum)
FDOC fee (applied to CSL 5482 & MFC 5700)	\$79.00
Practicum Fee	\$54.00
Practicum Extension Fee	\$250.00

***Additional fees required for student memberships in two professional organizations.**

ADDITIONAL CHARGES:

Miller Analogies Test Fee	\$70.00 (minimum)
Technology Fee	\$50.00 (per course)

(Note: All fees and charges are subject to approval and change annually by the Board of Trustees.)

M.A. IN CLINICAL MENTAL HEALTH COUNSELING

GENERAL CLINICAL MENTAL HEALTH COUNSELING CORE:

CSL 5220	Lifespan Development	3
CSL 5260	Helping Relationships	3
CSL 5430	Group Therapy and Process	3
CSL 5240	Advanced Abnormal Psychology	3
CSL 5250	Counseling Diverse Populations	3
CSL 5472	Ethical Standards and Legal Issues	3
CSL 5100	Introduction to Psychological Research	3
CSL 5441	Introduction to Psychological Testing	3
CSL 5230	Career Counseling and Professional Development	3
CSL 5231	Theories of Counseling & Psychotherapy	3
CSL 5530	Trauma Focused Counseling	3
CSL 5330	Chemical Use & Abuse	3
CSL 5531	Child & Adolescent Techniques/Interventions	3
CSL 5390	Effective Treatments in Therapy	3
CSL 5532	Crisis Theory & Intervention	3
CSL 5482	Techniques and Interventions I	3
CSL 5483	Techniques and Interventions II	3

SPECIFIC CLINICAL MENTAL HEALTH COUNSELING CORE:

CSL 5447	Internship in Counseling I	3
CSL 5448	Internship in Counseling II	3
CSL 5449	Internship in Counseling III	3

TOTAL REQUIRED: 60

Nine (9) hours of transfer credit is allowed.

This program is typically taken by those interested in pursuing licensure as a Licensed Professional Counselor in TN.

MASTER OF MARRIAGE AND FAMILY COUNSELING/THERAPY (M.M.F.C./T.)

GENERAL CLINICAL MENTAL HEALTH COUNSELING CORE:

CSL 5220	Lifespan Development	3
CSL 5260	Helping Relationships	3
CSL 5430	Group Therapy and Process	3
CSL 5240	Advanced Abnormal Psychology	3
CSL 5250	Counseling Diverse Populations	3
CSL 5472	Ethical Standards and Legal Issues	3
CSL 5441	Introduction to Psychological Testing	3
CSL 5100	Introduction to Psychological Research	3
CSL 5230	Career Counseling and Professional Development	3
MFC 5700	Marital Therapy I	3
MFC 5710	Marital Therapy II	3

SPECIFIC MARRIAGE AND FAMILY COUNSELING/THERAPY CORE:

MFC 5511	Marital Life-Cycle	3
MFC 5200	Systems Theory and Family Therapy	3
MFC 5510	Divorce and Divorce Adjustment	3
MFC 5400	Marital Therapy: Crisis Situations & Sexuality	3
MFC 5512	Child in the Family System	3
MFC 5351	Family Therapy	3
MFC 5457	Internship in Marriage & Family Therapy I	3
MFC 5458	Internship in Marriage & Family Therapy II	3
MFC 5600	Internship in Marriage & Family Therapy III	3

TOTAL REQUIRED: 60

Nine (9) hours of transfer credit is allowed.

This program is typically taken by those interested in pursuing the Marital and Family Therapist license in TN.