


# Advanced Graduate Certificate in Mental Health Counseling

## 2 Graduate Program Change 2020-21

### I. General Information

The faculty member originating this proposal is to complete sections I and II.

TURN ON help text before starting this proposal by clicking  in the top right corner of the heading. You will need to turn on help text again after any actions that refresh the page including after saving proposals, importing information, or running impact reports.

IMPORT curriculum data from the Catalog by clicking  in the top left corner.

**Do not make any changes to any information until the proposal has been launched in Step 4.**

Department\*

Counselor Education, School Psychology, and Human Services

Degree/ Certificate Name\*

Advanced Graduate Certificate in Mental Health Counseling

Plan Code\*

MHCCERTG

Degree Type\*

Graduate and Advanced Graduate Certificate

Program Type\*

Certificate

### II. Program Changes

FILL IN ONLY fields required marked with an \* after importing data. You will not be able to launch the proposal without completing required fields. Do not make proposed changes to the information that was imported until after the proposal has been launched in Step 4. Changes will only be tracked after the proposal is launched

Are you changing admission requirements?\*

Yes  No

Are you changing course requirements?  Yes  No

Are you changing degree completion requirements?  Yes  No

Are you changing the primary instructional mode?  Yes  No

Are you changing program learning objectives?  Yes  No

If yes, describe changes to learning objectives:

**Provide a Brief Summary of Proposed Changes**




I am proposing to add/require a writing sample/statement of purpose to be included as part of an applicant's application packet.

**Provide a rationale for each proposed change**

Currently, applicants to the certificate program are not required to submit a statement of purpose or writing sample as part of their application. Because this is a graduate-level certificate, it is imperative for faculty to understand the applicant's intent and purpose for wanting to pursue the certificate program as well as for the faculty to evaluate their critical thinking and writing skills, all which are necessary skills for effective practice in graduate school and mental health counseling.

## **Do not make any changes to any information until the proposal has been launched in Step 4.**

Follow these steps to change the program curriculum:

1. Click on  "View Curriculum Schema." Edit existing cores or click 'Add Core' and name your core (please use a comparable degree program in the current graduate catalog as a template). Edit or add any descriptive text (do not add courses until Step 2). Descriptive text is generally used in the following cores: Plan Description, Plan Admission Requirements, Plan Requirements, Plan Graduation Requirements.
2. There are two options for adding courses (see Step 3 to remove courses): "Add Course" and "Import Course." For courses already in the catalog, click on "Import Course" and find the courses needed. For new classes going through a Curriculog Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.
3. Click on  "View Curriculum Schema." Click on the area/header of the program where you would like to add courses. When you click on "Add Courses" it will bring up the list of courses available from Step 2. Select the courses you wish to add. For removing courses click on the  and proceed.

After you have launched proposal, update prospective curriculum here\*

## Plan Description

The Department of Counselor Education, School Psychology, and Human Services offers an Advanced Graduate Certificate in Mental Health Counseling. The certificate program is designed for individuals already holding master's degrees in counseling who are seeking to enhance their professional counseling practice and licensure options. The Advanced Graduate Certificate in Mental Health Counseling is targeted primarily toward those individuals who have graduated from CACREP accredited or equivalent programs, but do not meet the necessary educational requirements for the LPC in the State of Nevada. Faculty members in the Department of Counselor Education, School Psychology, and Human Services endeavor to promote excellence in counselor education and counseling research. Our graduate counseling programs prepare students to: Serve as professional counselors, advocates, and leaders who maximize opportunities for individuals, groups, and communities with a particular emphasis on helping underserved and oppressed client populations; Address developmental, academic, career, mental health, socio-cultural, and wellness needs of clients seeking counseling; Help individuals, groups and communities strive to find meaning, involvement, worth, and dignity in their lives; Engage in action research and program evaluations to further the knowledge base and best practice initiatives of the counseling profession; and Advocate with local, state, and national organizations to promote client and societal wellbeing. The certificate consists of 12-24 credits, based on the student's master's degree training. For more information about your program, including your graduate program handbook and learning outcomes, please visit the Degree Directory.

## Plan Admission Requirements

**Application deadlines** Applications available on the UNLV Graduate College website. The Advanced Graduate Certificate in Mental Health Counseling is an extension of the M.S. degree and is geared for those individuals who have graduated from CACREP accredited or equivalent programs, but do not meet the necessary educational requirements for the Nevada licensure for Clinical Professional Counselors (LCPC). All applicants must review and follow the Graduate College Admission and Registration Requirements, including the submission of all post-secondary transcripts, letters of recommendations, a resume/CV, and responses to the writing sample prompts. Students are accepted into a certificate program as described in the Graduate Catalog. The faculty and corresponding sub-disciplines and sub-plans within the described programs are subject to change at any time.

## Plan Requirements

See Subplan Requirements below. Subplan 1: Post CACREP Community Counseling Master's Track Subplan 2: Con-Current School Counseling Master's Track Subplan 3: Non-CACREP Community Counseling Master's Track Subplan 4: Post Counseling Related Master's Track

## **Subplan 1 Requirements: Post CACREP Community Counseling Master's Track**

Total Credits Required: 12

### **Course Requirements**

### **Required Courses – Credits: 12**

Complete 12 credits of advisor-approved coursework.

### **Certificate Requirements**

Completion of a minimum of 12 credit hours with a minimum GPA of 3.00. Students who receive an F or more than two C grades will be separated from the program. Students are expected to follow continuous enrollment policies stated in the graduate catalog.

### **Certificate Completion Requirements**

See Plan Certificate Completion Requirements below.

## **Subplan 2 Requirements: Con-Current School Counseling Master's Track**

Total Credits Required: 12-24

### **Course Requirements**

## **Required Courses – Credits: 12-24**

Complete 12-24 credits of advisor-approved coursework.

## **Certificate Requirements**

Completion of a minimum of 12-24 credit hours with a minimum GPA of 3.00. Students who receive an F or more than two C grades will be separated from the program. Students are expected to follow continuous enrollment policies stated in the graduate catalog.

## **Certificate Completion Requirements**

See Plan Certificate Completion Requirements below.

## **Subplan 3 Requirements: Non-CACREP Community Counseling Master's Track**

Total Credits Required: 24

## **Course Requirements**

## **Required Courses – Credits: 24**

Complete 24 credits of advisor-approved coursework.

## **Certificate Requirements**

Completion of a minimum of 24 credit hours with a minimum GPA of 3.00. Students who receive an F or more than two C grades will be separated from the program. Students are expected to follow continuous enrollment policies stated in the graduate catalog.

## **Certificate Completion Requirements**

See Plan Certificate Completion Requirements below.

## **Subplan 4 Requirements: Post Counseling Related Master's Track**

Total Credits Required: 24

## **Course Requirements**

## **Required Courses – Credits: 24**

Complete 24 credits of advisor-approved coursework.

## **Certificate Requirements**

Completion of a minimum of 24 credit hours with a minimum GPA of 3.00. Students who receive an F or more than two C grades will be separated from the program. Students are expected to follow continuous enrollment policies stated in the graduate catalog.

## **Certificate Completion Requirements**

See Plan Certificate Completion Requirements below.

## **Plan Certificate Completion Requirements**

The student must submit all required forms to the Graduate College and then apply for graduation in MyUNLV by the appropriate deadline.

The [Degrees Directory](#) provides current and consistent degree information. Submission of this form indicates acknowledgment and understanding that every department is responsible creating and maintaining accurate and updated program information on the UNLV Degrees Directory.

If the changes included on this form impact the program handbook attach the updated handbook before submitting this form. If you need a Word version of the most recent handbook please email [GradCurriculum@unlv.edu](mailto:GradCurriculum@unlv.edu).

**Degrees Directory Program Entry\***  Check this box to acknowledge the above statement.


**Changes will be applicable to\***  Current Students  
 New Students  
 Both Current and New Students

**If applicable to current students, changes are**  Mandatory  Optional

**Effective Date\***

4. LAUNCH proposal by clicking  in the top left corner.

5. After launching the proposal, make all changes and fill in all additional fields.


6. Finish the launch of your proposal by clicking the icon  located in the Proposal Toolbox on left side at top. Make your decision, comment is optional, and click on "Make decision".

You can check the status of the proposal by clicking  in Proposal Toolbox to verify that the proposal has gone to the next step.

### III. Department Vote Information

Note: This section is to be filled out by the Department Chair on behalf of the committee.

(The role has been assigned to the corresponding person on this step. If incorrect, please notify GradCurriculum@unlv.edu)

1. Review the proposal. Discuss and make appropriate revisions.
2. Fill in vote information.
3. Then go to the proposal toolbox at the top right side. Click on  and select the corresponding decision for the committee. This will enable the proposal to go to the next person on the workflow.

You can check the status of the proposal by clicking  in Proposal Toolbox to verify that the proposal has gone to the next step.

**Date faculty voted on proposal** 4/3/20


**Result of vote** Ayes: 14; Nays: 0 ; Abstentions: 0

**Manner of vote** in person (WebEx)

#### IV. Unit Vote Information

Note: This section is to be filled out by the College Committee Chair on behalf of the committee.

(The role has been assigned to the corresponding person on this step. If incorrect, please notify GradCurriculum@unlv.edu)

1. Review the proposal. Discuss and make appropriate revisions.
2. Fill in vote information.
3. Then go to the proposal toolbox at the top right side. Click on  and select the corresponding decision for the committee. This will enable the proposal to go to the next person on the workflow.

You can check the status of the proposal by clicking  in Proposal Toolbox to verify that the proposal has gone to the next step.

**Date faculty voted on proposal** April 24, 2020

**Result of vote** 8-0 in favor

**Manner of vote** WebEx

#### V. Processing Notes (Graduate College/Registrar Use Only)



**Program Alerts (E.g.  
This program is no  
longer accepting  
applications)**

**PS Processing Notes**

**PS Processing Date**

**Initials**

**Aalog Processing  
Notes**

**Aalog Processing  
Date**

**Initials**

# Comments for Advanced Graduate Certificate in Mental Health Counseling

<b>Gregory Moody</b>	5/5/2020 3:04 pm <a href="#">Reply</a>
WebEx meeting - Vote in favor 14-0	
<b>Curriculog</b>	5/5/2020 3:04 pm <a href="#">Reply</a>
Gregory Moody has approved this proposal on Graduate Programs Committee.	
<b>Curriculog</b>	4/30/2020 9:32 am <a href="#">Reply</a>
Tracy Spies has approved this proposal on School/College Associate Dean for Graduate Studies/ Dean.	
<b>Lisa Bendixen</b>	4/24/2020 2:43 pm <a href="#">Reply</a>
Unanimous vote to approve (8/8 via WebEx meeting).	
<b>Curriculog</b>	4/24/2020 2:43 pm <a href="#">Reply</a>
Lisa Bendixen has approved this proposal on School/College Committee.	
<b>Curriculog</b>	4/13/2020 2:17 pm <a href="#">Reply</a>
CSH Chair has approved this proposal on Department Chair.	
<b>Curriculog</b>	3/24/2020 1:14 pm <a href="#">Reply</a>
School Psychology Graduate Coordinator has approved this proposal on Graduate Coordinator.	
<b>Curriculog</b>	3/16/2020 8:33 am <a href="#">Reply</a>
Mental Health Graduate Coordinator has approved this proposal on Graduate Coordinator.	
<b>Curriculog</b>	3/16/2020 8:32 am <a href="#">Reply</a>
Mental Health Graduate Coordinator has approved this proposal on Graduate Coordinator.	
<b>Curriculog</b>	3/14/2020 0:18 am <a href="#">Reply</a>
Mental Health Graduate Coordinator has approved this proposal on Graduate Coordinator.	

## Graduate Curriculum

3/13/2020 11:59 am [Reply](#)

- Please add Voting information into the proposal.

## Curriculog

3/13/2020 11:59 am [Reply](#)

Graduate Curriculum has approved this proposal on Technical Review.

## Curriculog

3/10/2020 1:35 pm [Reply](#)

Jared Lau has approved this proposal on Originator.

## Curriculog

3/10/2020 1:33 pm [Reply](#)

Jared Lau has launched this proposal.

## Curriculog

3/10/2020 1:31 pm [Reply](#)

Jared Lau imported from the map 2020-2021 Working Graduate Catalog into the following proposal fields: I. General Information: Department, I. General Information: Degree/ Certificate Name, I. General Information: Plan Code, I. General Information: Degree Type, I. General Information: Program Type, II. Program Changes: After you have launched proposal, update prospective curriculum here, V. Processing Notes (Graduate College/Registrar Use Only): Program Alerts (E.g. This program is no longer accepting applications).