

CERTIFICATE IV IN COUNSELLING

DESCRIPTION

This qualification reflects the role of counsellors, who work with clients on personal and psychological issues using established counselling modalities. They use communication, micro-counselling and interviewing skills and draw on varied counselling therapies to assist clients. At this level, the counsellor will be working in defined and supported counselling roles in established agencies rather than in independent practice.

CAREER OPPORTUNITIES

The Certificate IV in Counselling programme is designed to develop the basic support skills and knowledge for counsellors, school based counsellors, social workers and for individuals who want to pursue a career in counselling.

LENGTH OF PROGRAMME

Full Time	1 semester
Part Time	1 year

ELIGIBILITY/ADMISSION REQUIREMENTS

To be admitted to this programme, a person shall have:

- (i) A minimum pass in Senate recognised Form 6/year 12 with English and have minimum of one year work experience in the field; or
- (ii) Met the University mature student admission criteria

COURSE INFORMATION

This programme has a total of Four (4) courses.

Course Code	Course Title	Semester	Delivery Mode	Campus	Fees (FJD)
CECL41	Counselling Relationships and Micro skills	1 & 2	Blended	All Campuses	\$560
CECL42	Fundamental Theories in Counselling	1 & 2	Blended	All Campuses	\$560
CECL43	Counselling Therapies Client Support	1 & 2	Blended	All Campuses	\$560
CECL44	Cultural Sensitivity Towards Diverse Ethnic Groups	1 & 2	Blended	All Campuses	\$560

ASSESSMENT

All courses are competency based and assessment varies with each course which may include observations, questions and answers, case studies, portfolios, work samples, assignments, written tasks, oral questioning, projects, training record books, practical demonstrations, and third party reports. Workplace based assessments are applicable to working students only.

RECOGNITION OF PRIOR LEARNING

Recognition of Prior Learning (RPL) takes into account the knowledge and skills you have already gained through your previous education and work. This may be through formal or informal training, paid or unpaid work experience, and can earn you credits if relevant to the courses of this programme. Student may apply for RPL with \$100 application fee when enrolling for the programme. Student is to pay full course fee for the courses that have been awarded with an RPL.

CREDIT TRANSFER

Do you already have a qualification, statements of attainment or academic statements for courses completed at another recognised institution? If yes, Pacific TAFE may award credit transfers after assessing: learning outcomes, content, credit points and assessment tools used; and ascertaining their relevance and appropriateness to this qualification. This one-off absolute decision lies with Pacific TAFE. There is no cost for this arrangement.

EXIT POINTS

You may exit from this qualification and receive a Statement of Attainment for courses you have successfully completed.

LEARNING RESOURCES & SUPPORT SERVICES

Students are issued with learning materials and hand-outs relevant to each course. Some courses require the purchase of text books/manuals; these are available from the USP Book Centre and a copy is available from the University Library. Students will have full access to Library, Counselling Programmes, ITS Labs, email access, online learning support and Campus Life activities. Learning Support Team provides learning support via one-to-one consultation through an "open door" policy, Academic Skills Workshops and Industry Mentoring Programmes. Students can also access online learning support on "Moodle" which is USP's online learning management system.

USP'S OBLIGATIONS, STUDENTS' RIGHTS

The Student Grievance Policy and Procedures apply to all students of the University. The Student Grievance Policy provides the guiding principles for resolving student grievances, and appealing decisions about grievances. The Policy is accompanied by the Student Grievance Procedures (together referred to as the 'Student Grievance Policy and Procedures'). Students enrolled in a course will automatically become members of the USP Students' Association.

FOR MORE INFORMATION CONTACT:

Customer Service Centre

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