

PHD IN COUNSELOR EDUCATION AND SUPERVISION

Admission

Admission to the PhD in Counselor Education and Supervision (CES) is open to all individuals who have earned a Masters degree in counseling from a CACREP accredited program (or CACREP aligned). Applicants must be eligible for their LPC or LPCC (or its equivalent) upon the first semester of the program. Applicants must demonstrate an ability to achieve graduate-level writing and critical analysis abilities before admission to the CES Program. The SMBH faculty admit students who have demonstrated a readiness for the programs both academically and psychologically. Admission is competitive and limited by the program's need to maintain appropriate clinical faculty/student ratios in each of the programs. A faculty admissions committee carefully assesses each applicant's appropriateness for each degree program through evaluation of application materials and assessments of the applicant during the admission process and admission interview. Viable candidates for admission often have several or all of the following:

- A Masters degree in counseling
- Work experience related to counseling
- Experience working with diverse populations:
 - Experience and/or interest in leadership roles
 - Research experience and/or interest
 - Teaching experience and/or interest
 - Supervision experience and/or interest
- A commitment to social justice and advocacy work

The Office of Admissions must receive the following documentation from each applicant before an admission decision can be rendered for the

CES degree:

- A completed application form, which includes a nonrefundable application fee.
- Official transcript(s) reflecting a Masters degree awarded from a regionally accredited college or university.
- Completed admission essays.
- Two letters of recommendation.
- Current resume.
- Criminal background check.

After the application file is complete, other CES degree program requirements for admission include the following:

- Attendance at a virtual admission interview with program faculty.

- Once all documentation has been received and the prospective student has attended a CES Program admission interview, an Admission Committee reviews the application and makes an admission decision.

Admission applications and requirements can be found on the Regis web pages at www.regis.edu (<http://www.regis.edu>). The CES programs offer prospective students opportunities to apply for admission once a year. CES program applicants must submit all admission materials prior to the admission deadline and attend a virtual admission interview in order to be considered for admission. All admitted students must also attend a new student orientation prior to beginning course work. Admission deadlines, applicant interview dates, and new student orientation dates are published on the Regis SMBH site at www.regis.edu (<http://www.regis.edu>).

Course Overload

CES students who register for more than nine semester hours over a 16-week semester may do so only with the approval of their advisor.

CES Clinical Coursework

Students in the CES program are required to enroll in at least one semester of Supervised Counseling Clinic and three semesters of internship after completing prerequisite coursework for clinical placement. The practicum and internship courses are required for the degree and should be taken sequentially over a minimum of three semesters. Student clinical placement in practicum and internship courses must be approved by the Clinical Coordinator for the CES Program.

CES Degree Requirements

Each CES Student:

- Must complete the appropriate degree requirements as specified in this Catalog.
- Must maintain a cumulative grade point average of 3.000 or better in courses required for the degree. In addition, a student who receives a grade of "C+" or less in two courses will be subject to academic review and may be suspended from the program. No grades in courses less than a "B-" will be counted toward degree requirements (e.g., "C+" or less). In courses that are graded with "P" (Pass) or "N" (No Pass), only grades of "P" will count towards graduation of master's degree requirements. CES students must also maintain acceptable ratings on the CES Student Performance Evaluation (SPE) throughout the program. Students who are rated below minimum program requirements on the SPE or PPE may be subject to a remediation plan to address professional competency deficiencies. In cases of academic non-compliance for grades or referral to remediation, academic notice, suspension, and dismissal from the CES program may be determined.
- Is expected to attend CES program orientations and seminars. Attendance standards are established by the CES program faculty.
- Is expected to share in the responsibilities of their own learning in partnership with faculty advisors and instructors.

Academic Notice

The policies of the SMBH differ from the RHCHP Masters policies, and this policy applies to all students attending in the CES degree program. Students must have a minimum cumulative GPA of 3.000 to graduate. If a GPA falls below 3.000 in the program, the student will be notified and placed on academic notice. Students placed on academic notice have one term to raise their GPA to 3.000. Any student who believes they

have exceptional reason to request an extension to the one term rule must seek approval through the department chair (see the decision and appeals process below). Courses with a grade of C+ or below may be repeated one time and students must earn a grade of B- or greater to continue progression in the program. Students who receive a No Pass/Fail in clinical courses will be either placed on academic notice or may be suspended (see below) and must also repeat the course. Students will be notified of probationary status by the department chair and must complete and submit an *Academic Success Plan* for review and signature by their academic advisor prior to the stated deadline or face suspension.

Academic Suspension

Students who fail to raise the cumulative grade point average to 3.000 within one term or the stated deadline are suspended. Students who earn a grade of C+ or below in two courses (including repeated courses) may be suspended from the program for up to one academic year. Students who are suspended and then return to the program are placed on academic notice for the term(s) required to raise their GPA to 3.000. Students who are notified of academic suspension (without remediation-see below) may complete any regular and required courses for which they are currently enrolled. Any additional registrations will be dropped for the suspension period. Students are not allowed to register for further courses during the suspension period. Any student who earns a grade of No Pass/Fail (NP/F) during clinical courses (techniques, practicum, internship) will have a Student Performance Evaluation (SPE) review with the course instructor and will be referred to remediation. Students may be required to immediately discontinue client contact in practicum and internship. Additionally, suspension may be immediate for all academic classes and/or clinical courses if continuation would result in the inability to effectively participate in courses or to provide client services. Additional remediation requirements apply and failure to successfully complete a remediation plan will result in further suspension or dismissal. Students who are suspended will be notified by the department chair and must complete an *Academic Success Plan*, including a meeting with their advisor to review and discuss the plan in depth, prior to the stated deadline and return to the program. In order to return to the program students must petition for readmission by contacting the chair in writing, requesting a return and submitting the reviewed and signed *Academic Success Plan*. Failure to reapply by contacting the chair and complete and review the plan with their academic advisor by the stated deadline may result in academic dismissal. The Academic Success Plan and readmittance will be reviewed with the advisor and the department faculty committee for readmittance decisions.

Academic Dismissal

Following suspension and reenrollment in the program, any student who fails to raise their GPA to 3.000 or earns a grade of C+ or below or No Pass/Fail in any additional course may be dismissed from the program. Students who earn a grade of C+ or below in three courses at any time during the program may be dismissed from the program. Any student who receives a No Pass/Fail in any two clinical courses (practicum or internship), or upon failing a repeated clinical course will be dismissed.

Academic Review, Decisions and Appeals Process

The department chair receives notification of non-compliance of students with academic expectations to maintain a 3.000 or greater GPA and multiple course grade below C- per student, or No Pass/Fail in clinical courses. When a student is identified as out of compliance, an academic review is conducted to determine the level of academic notice, suspension, or dismissal. Students are notified of the policies and decision by the chair in writing, and the decision for academic

notice, suspension, or dismissal and must confirm receipt of the decision notification. Students may request an extension from the department chair to increase the numbers of terms to increase their GPA. If a student is unable to raise their GPA within a semester, in addition to submitting an Academic Success Plan, the student may petition the department chair at any time during academic notice and suspension to modify the plan and request additional time to raise their GPA above 3.000.

Appeals to the decision for academic notice and suspension may be made with the SMBH Dean and must be made within 10 business days of the decision date provided by the Department Chair. Appeals for academic notice and suspension decisions made by the SMBH Dean are final. Dismissal requires the completion and review of the *Student Dismissal Form* (see CES Student Handbook) by the Department Chair, SMBH Dean, RHCHP Dean, and University Provost. Appeals for dismissal are brought first to the SMBH Dean and reviewed with the RHCHP Dean and University Provost in conjunction with department faculty.

Cross Registration

CES students may cross register for courses in other programs. However, due to the requirements of the CES degree plans, outside courses cannot be applied toward the CES degree plan. Only CES students are eligible to register for courses with the CES prefix.

CES Student Competencies and Remediation

As a student progresses in the CES program, faculty may evaluate student performance using the Student Performance Evaluation (SPE) at developmental points throughout the program. Students will receive feedback on the SPE regarding their professional strengths as well as areas for growth. Students exhibiting unsatisfactory performance in any area will be referred by faculty to the Remediation Coordinator who will appoint a Remediation and Support Committee to address the needs of the student. A specific remediation plan and/or a recommendation on progression or dismissal from the program will be made to the appropriate degree chair by the Remediation and Support Committee. Once approved, the recommendation of the committee will be monitored and proof of compliance must be demonstrated by the student prior to further progression in the program. For detailed description of remediation and appeal procedures, see the CES student manual.

Degree Requirements

Code	Title	SHs
CES 800	Orientation to Couns Educ & Supervision	3.00
CES 801	Doctoral Seminar: Pedagogy	3.00
CES 802	Doctoral Seminar: Clinical Supervision	3.00
CES 803	Multicultural & Ethical Practices- CES	3.00
CES 804	Seminar: Leadership and Advocacy	3.00
CES 805	Program Evaluation & Grant Writing	3.00
CES 806	Counseling Clinic	3.00
CES 807	Research Theory Design and Methods	3.00
CES 808	Advanced Quantitative Reasoning	3.00
CES 809	Advanced Qualitative Reasoning	3.00
CES 810	Doctoral Internship CES	9.00
CES 811A	Dissertation/Capstone Portfolio	3.00
CES 811B	Dissertation/Capstone Portfolio	3.00
CES 811C	Dissertation/Capstone Portfolio	3.00
CES 811D	Dissertation/Capstone Portfolio	3.00
Select three of the following:		9.00

CES 812	Introduction to Play Therapy
CES 813	Advanced Play Therapy
CES 814	Spirituality and Counseling
CES 815	Advanced Mixed Methods
CES 816	Gender and Sexuality
CES 817	Couple Therapy
Total SHs	
60	

Students must pass their written and oral comprehensive exams prior to enrolling in dissertation credits. Students must successfully pass their dissertation proposal prior to collecting data for their dissertation. Students must successfully pass their dissertation defense in order to successfully complete the program.