

## PROGRAMME SPECIFICATION – POSTGRADUATE PROGRAMMES

### KEY FACTS

Programme name	Counselling Psychology
Award	Postgraduate Certificate
School	School of Arts and Social Sciences
Department or equivalent	Department of Psychology
Programme code	PSCGPY
Type of study	Part Time
Total UK credits	90
Total ECTS	45

### PROGRAMME SUMMARY

This one year, part-time programme is designed for (a) graduates who have little or no professional experience but wish to extend their knowledge of interpersonal and counselling skills prior to undertaking more advanced training in psychology; and (b) healthcare professionals, teachers, social workers, managers and others who wish to increase their interpersonal and counselling skills and apply them within their professional practice.

Students undertake four taught modules that explore the relationship between counselling and psychology. Experimental learning and skills practice are central to this course. These modules are undertaken on one day per week over the autumn and spring terms. The summer term is used for tutorials and project work.

The programme is an excellent basis for those who wish to extend their knowledge and experience of counselling prior to undertaking more advanced training in counselling psychology or a related discipline.

#### Aims

The programme has been designed to meet two key objectives:

- (1) To give students the opportunity to learn about the interpersonal and therapeutic skills that are at the foundation of the counselling process.
- (2) To provide an introduction to a range of theoretical frameworks, linking psychological theory and counselling technique.

In meeting these aims, the programme aims to provide students with some of the skills and knowledge that are important for gaining a place on a DPsych course in Counselling Psychology.

### WHAT WILL I BE EXPECTED TO ACHIEVE?

**On successful completion of this programme, you will be expected to have gained competency in the following areas:**

#### Knowledge and understanding:

- A knowledge and understanding of a range of psychological theoretical frameworks and their application to a range of mental health problems.
- Self-awareness of your developing skills and areas requiring further development.

### Skills:

- Ability to practice and to continue developing basic counselling skills.
- Ability to produce written work of an appropriate academic standard and to present arguments logically and effectively.
- Ability to integrate an understanding of theoretical frameworks and mental health problems with the practice of counselling techniques.
- Ability to demonstrate the application of ethical and professional behaviour within practice setting.
- Ability to critically discuss a range of theoretical frameworks and their application to practice and mental health problems.
- Ability to apply an understanding of a range of psychological theoretical frameworks to practice.
- Ability to critically reflect on your progress and developing skills.
- Ability to critically appraise a range of psychological theory and research.
- Ability to contribute to the development of a safe and constructive (group) context in which experiential learning can take place.

### Values and attitudes:

- An appropriate attitude to the process of counselling and an appreciation of the ethics of practice that are central to the whole programme.

### **HOW WILL I LEARN?**

The programme uses a range of different teaching methods to facilitate student learning. Lectures are used to provide explanations of the theoretical frameworks that link psychological theory to counselling technique. Seminars, group discussion and other group work are used to develop students' understanding. Role plays and video work play an important part in the development of interpersonal and therapeutic skills at the foundation of counselling. Learning is supplemented by class feedback, directed reading, and tutorials. There will also be an opportunity for extensive skills practice, with substantial formative feedback.

The course will consist of 100 face-to-face teaching hours, in addition to self-directed study, and individual tutorial meetings as needed.

### **WHAT TYPES OF ASSESSMENT AND FEEDBACK CAN I EXPECT?**

#### Assessment and Assessment Criteria

Assessment is based on classroom observation by tutors, written assignments, skills assessment, classroom presentations and project work.

Assessment Criteria are descriptions, based on the intended learning outcomes, of the skills, knowledge or attitudes that you need to demonstrate in order to complete an assessment successfully, providing a mechanism by which the quality of an assessment can be measured. Grade- Related Criteria are descriptions of the level of skills, knowledge or attributes that you need to demonstrate in order to achieve a certain grade or mark in an assessment, providing a mechanism by which the quality of an assessment can be measured and placed within the overall set of marks. Assessment Criteria and Grade-Related Criteria will be made available to you to support you in completing assessments. These may be provided in programme handbooks, module specifications, on the virtual learning environment or attached to a specific assessment task.

### Feedback on assessment

Detailed feedback sheets will be provided in response to each assessed piece of work. These will include indications of performance in response to particular criteria, as well as written commentary to aid students' understanding regarding areas of competency as well as areas needing further development. Sample feedback sheets will be provided in the course handbook at the start of the academic year.

Feedback will be provided in line with our Assessment and Feedback Policy. In particular, you will normally be provided with feedback within three weeks of the submission deadline or assessment date. This would normally include a provisional mark. The full policy can be found at: [https://www.city.ac.uk/\\_data/assets/pdf\\_file/0009/452565/Assessment-and-Feedback-Policy...pdf](https://www.city.ac.uk/_data/assets/pdf_file/0009/452565/Assessment-and-Feedback-Policy...pdf)

### Assessment Regulations

In order to pass your Programme, you should successfully complete each module and will therefore acquire the required number of credits. You also need to pass each module of your Programme in order to progress to the following module.

Each module will be equally weighted.

The Pass mark for each module is 50%. In the case of Understanding Mental Health, where there are two related components, you must successfully complete both components.

If you fail an assessment component or a module, the following will apply:

Resit: where you are not eligible for compensation at the first attempt, you will be offered one resit attempt.

If you are successful in the resit, you will be awarded the credit for that module. The mark for each assessment component that is subject to a resit will be capped at the pass mark for the module. This capped mark will be used in the calculation of the final module mark together with the original marks for the components that you passed at first attempt.

If you do not meet the pass the requirements for a module and do not complete your resit by the date specified you will not progress and the Assessment Board will require that you be withdrawn from the Programme.

If you fail to meet the requirements for the Programme, the Assessment Board will consider whether you are eligible for an Exit Award as per the table below.

If you would like to know more about the way in which assessment works at City, please see the full version of the Assessment Regulations at:

[http://www.city.ac.uk/\\_data/assets/word\\_doc/0003/69249/s19.doc](http://www.city.ac.uk/_data/assets/word_doc/0003/69249/s19.doc)

### **WHAT AWARD CAN I GET?**

Postgraduate Certificate:

Part	HE Level	Credits	Weighting (%)	Class	% required
Taught	7	90	100	With Distinction	70
				With Merit	60
				Without classification	50

## WHAT WILL I STUDY?

### Taught component

There are four compulsory taught core modules.

Module Title	SITS Code	Module Credits	Core/ Elective	Compensation Yes/No	Level
Understanding Mental Health	PSM611	15	C	N	7
Counselling Skills	PSM612	15	C	N	7
Counselling Across the Lifespan	PSM613	15	C	N	7
Theoretical Models in Counselling Psychology	PSM614	15	C	N	7

### Independent component

There are two additional compulsory modules that are completed independently in Term 3.

Module Title	SITS Code	Module Credits	Core/ Elective	Compensation Yes/No	Level
Project for GCCP	PSM615	15	C	N	7
Personal and Professional Development	PSM616	15	C	N	7

## TO WHAT KIND OF CAREER MIGHT I GO ON?

Several of our Postgraduate Certificate students have chosen to pursue a Professional Doctorate in Counselling Psychology upon completion of the programme. Some have chosen other higher education paths in counselling, psychology and psychotherapy. Others have used their learning to enhance their work in related professions.

If you would like more information on the Careers support available at City, please go to:  
<http://www.city.ac.uk/careers/for-students-and-recent-graduates>

## WHAT PLACEMENT OPPORTUNITIES ARE AVAILABLE?

While placements are not a formal part of the Postgraduate Certificate Programme, we do encourage students to seek voluntary placements in conjunction with their course work, particularly if they may be seeking a higher degree upon completion of the programme.

## WILL I GET ANY PROFESSIONAL RECOGNITION?

The Postgraduate Certificate does not enable a student to practice or to be recognised by a professional body, but it serves as an excellent foundation for further study in Counselling Psychology and related areas.

## HOW DO I ENTER THE PROGRAMME?

Applicants should normally hold an undergraduate degree, with preferably some relevant experience or a recognised professional qualification. An equivalent qualification from an

overseas university will be considered.

#### ENGLISH LANGUAGE REQUIREMENT

For students whose first language is not English, the following qualifications will meet the English language requirement for entry to a postgraduate course of study:

- \* A first degree from a UK university or from the CNAAB.
- \* A first degree from an overseas institution recognised by City as providing adequate evidence of proficiency in the English language, for example, from institutions in Australia or the USA.
- \* GCE O-level/GCSE English language or English literature, grade C minimum.
- \* Cambridge ESOL CPE (Certificate of Proficiency in English) at grade C or above.
- \* An overall score of 6.5 in the English Language Testing System (IELTS) with a minimum of 6.0 for each subtest.
- \* Satisfactory standard in the verbal section of the Princeton Test (GMAT).
- \* US SAT with 500 in verbal performance.
- \* Warwick English Language Test (WELT) with pass grades of BBC minimum.
- \* Other evidence of proficiency in the English language which satisfies the board of studies concerned.

#### OVERSEAS QUALIFICATIONS

Equivalent qualifications from an overseas university will be considered.

#### IT SKILLS

All students are expected to be computer literate.

#### EQUAL OPPORTUNITIES

The Programme is committed to equal opportunities. The admissions decision will rest on the qualifications, needs and aspirations of the applicant.

RPL/RPEL: Students may apply for RPL/RPEL for a minimum of one module and a maximum of one third of the overall credits for the programme.

Exemptions are not awarded for programmes/qualifications that were awarded five years ago or longer, prior to the enrolment date for the intended programme of study at City.

Programmes/qualifications which were awarded over five years ago may be considered towards RPL/RPEL requests if the candidate can provide supporting evidence which gives an account of ways in which learning achieved through the programme/qualification has been applied actively and updated within the past five years.

Former students of City who have been withdrawn from a programme due to academic failure are not normally permitted to RPL/RPEL any awarded credits back onto the same programme within the School.

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