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This Handbook is provided to students and applicants for their general guidance only. It does not constitute a contract, either express or implied, and is subject to change at the University's and/or the Program's discretion.

All students are expected to read this Handbook and have a thorough understanding of its contents. Student should also be aware that they can discuss the Handbook and direct questions and concerns to their Faculty Advisor or the Program Chair regarding any material contained in the Handbook. Students agree to abide by all procedures, policies and guidelines in the Handbook. Students understand that this Handbook may be modified from time to time as University or Program policies, procedures and guidelines are implemented or changed and that it is their responsibility to review the Handbook from time to time in order to remain current with its contents.
Additional Policies and Procedures are found in these publications which are available on the Regent University Website.

**Counseling Department Handbook** – applies to all students enrolled in the MA in Counseling, PhD in CES, and MA in Human Services Counseling programs.
[http://www.regent.edu/acad/schcou/students/ma_coun_resources.htm](http://www.regent.edu/acad/schcou/students/ma_coun_resources.htm)

**Student Handbook**

**Regent University Graduate Catalog**

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The HSC program is designed to offer human relations training to clergy and those who are active in Christian ministry as well as those in organizational settings who desire basic counseling skills training which can assist in working with individuals and groups.

The purpose of this non-clinical track is to provide training and practice in interpersonal skills using a foundation of human nature from a Biblical worldview. The primary objective of the program is to train individuals to counsel effectively with their communities, churches, and work environments by developing skill, instilling compassion, and increasing the ability to develop the spiritual and emotional well-being in others. The goal of the program is not to develop clinical professionals but to train students who seek to help others within a church/ministry setting or other paraprofessional counseling role.

Note: For those students not seeking professional licensure, the Master of Arts in Human Services Counseling major fulfills all requirements for a joint degree for all Schools in the University. A listing of the courses that comprise the partner component of this joint-degrees program may be obtained from the partner School.

The HSC program is in a distance education format. All ten classes offered online. Classes are scheduled in a quarter format as opposed to the 15-week semester format, each being taught over 7-8 weeks. Students enrolled in the HSC program register and pay for all the courses they plan on taking in a particular semester during the official registration and payment dates, even though the second quarter courses will not commence until the middle of the semester.

Each student is required to register for and participate in a 4-day Residency program near the conclusion of their degree program. as part of the HSC learning experience. Students must complete residency to graduate. Residency is usually held in May during the week prior to graduation.

**PROGRAM OBJECTIVES**

The Master’s degree in Human Services Counseling is designed to achieve the following objectives:

I. To provide a basic foundation in counseling skills.
II. To give students an overview of counseling in the areas of individual, group, marriage and family, community, and church-based counseling.
III. To provide a schedule of classes that is compatible with a joint degree program with other schools of Regent University, primarily, but not limited to, the School of Divinity, the School of Education, and the School of Law.
IV. To apply Biblical principles to psychological theory and counseling methodology for effective counseling practices.
V. To apply counseling skills applicable to ministry settings.
VI. To enhance professionals in their career patterns through principles, skills, knowledge, and application of concepts learned in the program.
VII. To equip ministers and those in ministry with appropriate tools to be more effective in their respective organizations.
These broad objectives are further refined into the specific course objectives that make up the program curriculum. The specific course objectives are found in each course syllabus.

**JOINT DEGREE PROGRAMS**

The 30-hour, Master of Arts in Human Services Counseling major fulfills all requirements for a joint degree for all schools in the University for those students not pursuing licensure or certification. Students may outline their program with elective courses of special interest with approval of their Faculty Advisor.

For the joint degree students, their GPA in each program as well as their cumulative GPA will determine program standing.

**II. CURRICULUM**

**COURSE PROGRESSION (30 CREDITS)**

Fall Semester

1st 8-Week Session A
- HSC 500 – Foundations of Counseling (3)
- HSC 524 – Counseling Skills & Techniques I (3) (Co-requisite with HSC 525)
2nd 8-Week Session B
- HSC 513 – Issues in Counseling (3)
- HSC 525 – Counseling Skills & Techniques II (3) (Co-requisite with HSC 524)

Spring Semester

1st 8-Week Session C
- HSC 544 – Marriage & Relationship Counseling (3)
- HSC 552 – Group Counseling (3)
2nd 8-Week Session D
- HSC 546 – Counseling Children & Adolescents (3)
- HSC 560 – Models & Strategies of Counseling (3)
- HSC 571 – Residency

Summer Semester

1st 8-Week Session E
- HSC 561 – Community & Crisis Counseling (3)
- HSC 570 – Multicultural Counseling (3)

**COURSE SEQUENCING**
For full time students, the HSC program set sequence is arranged to be completed in 1 year, with all classes offered once. For part time students, HSC 524 & 525 Counseling Skills must be taken consecutively; other courses can be arranged as needed. Students who have been approved to transfer in credits need to plan courses in conjunction with his or her Academic Advisor. Students with non-standard schedules should consult with their Faculty Advisor for consultation in planning.

**COURSE SUBSTITUTION**

While the program is designed to be taken in sequence and without changes, in certain cases, students may choose to replace the following two classes with courses from another program: HSC 546 Counseling Children & Adolescents and HSC 544 Marriage & Relationship Counseling, for other courses that better fit student learning needs (Counseling of Women, Addictive Behaviors, etc.). These substitutions must have instructor approval, space available in the course, and Faculty Advisor approval. Students should request approval for a substitution with an Academic Petition.

**RESIDENCY**

The HSC program includes a stimulating and instructional Residency requirement, HSC 571. Residency offers an opportunity for cohort members to meet and build relationships with one another, faculty and staff. In addition, this time provides networking and mentoring opportunities for students with faculty and peers.

Residency is held in Virginia Beach the week immediately preceding graduation (typically the first or second week of May) in order to minimize the costs of travel to campus. This particular week was selected so that those students who are planning to graduate will be able to participate in the SPC Commissioning Service and the University’s graduation ceremonies without having to then return a second time for the residency. During the same week, the SPC commissioning service also occurs, the Friday before graduation.

Students meet as a group and engage in coursework, teambuilding activities, workshops, and social/cultural events. Face to face Residency is mandatory for all HSC students in the U.S. International students may participate online.

The focus of the Residency experience will be to further sharpening individual/group counseling skills; addressing legal, ethical and liability issues; and allowing for the benefit of some clinical supervision and feedback prior to graduation. An added benefit will obviously be in having the opportunity to interact and fellowship more directly with all of online peers and faculty members.

There will be only one Residency required for the entire program. Students do not need to be at the end of their program prior to attending a Residency, although it is required that students have completed at least one semester and have already taken Foundations of Counseling, Counseling Skills & Techniques I and II, and Group Counseling.

There will be a fee associated with the residency. This does not include travel or accommodation costs.

**REGISTRATION**
HSC students are encouraged to register for classes early (for program planning purposes), and to register for the entire semester (both sessions) at one time.

**TRANSFER CREDIT**

For HSC students, a **maximum of 6 credits** can be transferred into the program. Acceptable transfers from the MA in Community/School Counseling program include:

COUN 514: Counseling Children & Adolescents for HSC 546  
COUN 521: Counseling Skills & Techniques for HSC 524 and 525  
COUN 554: Group Counseling for HSC 552  
COUN 570: Multicultural Counseling for HSC 570  

Transfers from other schools/programs are considered on a case by case basis.

**POLICIES**

**ADD/DROP**

Because the HSC courses are only 8 weeks in duration, students cannot withdraw after the end of the fourth week of the class. Classes dropped after the end of the fourth week of class will receive a grade of WF (withdrawn, failing). This grade will count as an F in the calculation of the GPA.