

This information is subject to final confirmation prior to programme commencement.

M.Sc. in Guidance Counselling (2 years part-time)

School of Education Studies - DCU

Provisional Programme Timetable and Structure for the Programme 2016-2018

There are 4 x 12 weeks semesters over the two years of this part time programme.

Lectures are scheduled on:

-Wednesdays and Thursdays (5-8pm). **These days will not change.**

(A number of lectures will be delivered by webinar - a web based seminar transmitted over the Web which allows students to access lectures from any location including one's home in a live online format).

- A number of lectures/seminars/workshops are scheduled on Saturdays – see timetable below.

Lectures for Year One, Semester 1 commence in late September 2016 and end late December 2016.

Lectures for Year One, Semester 2 commence in early February 2017 and end in late April 2017.

Lectures for Year Two, Semester 1 commence in late September 2017 and end December 2017.

Lectures for Year Two, Semester 2 - no modules apart from a number of placement and dissertation support seminars offered on Wednesdays and Thursdays (approximately 8 seminars in total)

The programme begins with an induction session in early September 2016 prior to the commencement of lectures in Semester 1.

In Year 1 (2016-2017), the programme consists of five taught modules offered across Semester 1 and Semester 2 attracting a total of **30 credits**.

Year One 2016-2017

Day/Time	First Semester	Second Semester
Wednesday 5.00-8.00pm	ES521 <i>Counselling & Psychotherapy Theory</i> (5 credits)	ES522 <i>Human Development Across the Lifespan</i> (5 credits)
Thursday 5.00-8.00pm	ES520 <i>Foundational Skills in Guidance Counselling</i> (10 credits)	<i>Research Support for dissertation</i>
Saturdays 9.30am-4.30pm	ES526 <i>E-Learning Applications in Guidance Counselling</i> (10 credits) (4 Saturdays in the early part of Semester One)	Personal Development Workshop on 'Mindfulness, Personal self-care and Wellbeing' a <i>one day Saturday workshop in March 2017</i> . (No other classes on Saturday during this semester).

Students may commence placement practice (10 credits) from Jan 2017 to be completed by April 2018 – see note below on **Guidance Counselling Practice Placement Requirement**.

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Year Two 2017-2018

In Year 2, the programme consists of two taught modules offered in Semester 1, attracting a further **20 credits**.

In Year 2 students also complete a dissertation attracting a further **30 credits**.

Day/Time	First Semester	Second Semester
Wednesday 5.00-8.00pm	ES583 <i>Theory & Processes of Experiential Group Process</i> (10 credits)	No modules for this semester. There are a number of placement ² and dissertation support seminars offered on Wednesdays and Thursdays (approximately 8 seminars in total)
Thursday 5.00-8.00pm	ES5240 <i>Career Development – Theory, Practice, Research and Policy</i> (10 credits) ¹ Workshops/Seminars linked to this module	
Jan. 2017 – April 2018	ES528 Guidance Counselling Practice Placement (10 credits) – see note below	

¹ There are four Workshops/Seminars scheduled on Saturdays (10-2pm) during semester one and linked to module ES5240 “*Career Development – Theory, Practice, Research and Policy*”. These include, for example:

- Working as a Guidance Counsellor in an adult setting
- Guidance Counselling and models of career and life coaching
- Guidance Counselling and Inclusion

²In semester two, other Workshops/Seminars are scheduled on either Wednesday or Thursday. These include, for example:

- Working as a Guidance Counsellor with marginalised adults
- Positive Psychology and Guidance Counselling
- Guidance Counselling provision as a private practitioner

There is no class on any Saturday in Semester two, Year two.

There will be no scheduled lectures during the October second level school midterm break in years one and two. However, please note, lectures may run during the Spring and Easter school midterm breaks. As this is a professional education and training programme accredited by the Department of Education and Skills and by the Institute of Guidance Counsellors successful applicants are expected to be present for all lectures.

Guidance Counselling Practice Placement Requirement

Students undertake a supervised on site placement practice module of at least 100hrs duration, (attracting a total of **10 credits**), under the mentorship of a qualified guidance counsellor in an approved setting or settings. This requirement can be completed anytime between January of year one and the end of April, year two of the programme. Students are responsible for finding their own placement and may complete the 100hrs in a maximum of two settings. The placement requirement can be completed in any structure, for example, weekly or in block periods.

Psychometric Requirement

As a professional requirement of the programme all students will be required to complete the module, *Psychometrics Level 2: Test User: Ability* (certified by the British Psychological Society) timetabled over three Saturdays in January 2018. *Psychometrics Level 2: Test User: Personality* will be offered as an

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optional module at the end of year two of the programme. Students already holding these qualifications will be granted an exemption upon evidence of completion. Both of these modules incur a separate cost from the overall programme fee, approximately €400 for each module.

Personal Counselling Requirement

All students are required, at their own cost, to undergo 10 sessions of personal counselling with an accredited and certified counsellor or therapist. A letter from the student's counsellor will confirm attendance only.

Dissertation Requirement

To fulfil the programme requirements for graduation at Masters level students are required to submit a 15,000-20,000 word dissertation on a research topic chosen in consultation with an appointed dissertation supervisor. This topic is chosen by the beginning of year two when students commence their dissertation. The dissertation, attracting a total of **30 credits**, is submitted at the end of year two.

Assessment structure

There are no examinations for assessment. A variety of means are used for assessment purposes across all modules including essay assignments, learning journals, group work, class presentations, report writing, video presentations, project work, portfolio design, placement exercises.

Requests for exemptions on the basis of accredited prior learning (APL) from programme modules are granted after acceptance onto the programme. These may be granted on an individual basis subject to the approval of the Programme Board and University Regulations. Students will be required to submit detailed official documentation including a transcript of results and a detailed description of the module content from which they are seeking an exemption. *Please note exemptions are not permitted for modules for which an applicant has already received an award from another institution.*

Fees

The School of Education Studies has no leverage over fee structure as this is determined by the Finance office in the University. The programme fee for the academic year 2015-2016 for this programme can be accessed at:

http://www.dcu.ie/finance/fees/fees_booklet_2015-16.shtml

(after clicking on booklet please go to page 12-13)

Fees may be subject to change for the academic year 2016-2017 and for each subsequent year.

Please consult the finance office (01 700 5000) regarding queries on fees as the School of Education Studies does not have any responsibility or knowledge for the financial aspect of the programme.

Application Process 2016

Applications for the academic year 2016-2017 will open in January 2016. Please consult:

<https://www101.dcu.ie/prospective/deginfo.php?classname=MSGC#HOWTOAPPLY>

Applicants will normally be required to hold, as a minimum, a primary honours degree OR equivalent professional qualification with relevant experience.

Applicants who do not hold a primary honours degree may be considered for admission if they are able to present, at interview, evidence of professional experience and responsibility in a relevant area of work. Please contact the programme chair for further information.

All applicants who are deemed to meet the minimum academic qualifications will be required to attend for interview. Applicants will not be considered for interview unless **all** aspects of the application process are fully completed.

There are two steps to the application process. **Both steps must be fully completed for your application to be valid and to be eligible for interview.**

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Step 1: For entry in September 2016 applications **MUST** be submitted to the Postgraduate Application Centre (PAC) online at www.pac.ie. Apply online by **May 30th 2016:**

- First registering on www.pac.ie
- Under 'Institutions' Click on 'Dublin City University'.
- Click on 'Taught Programme Listings'
- Enter 'counselling'
- Click on DC906
- Click on 'application instructions'

(Please do not complete the personal statement on PAC as this requirement is fulfilled on the supplementary form - see step 2). It is strongly recommended that you send required documentation to the PAC Application Centre by registered post as DCU cannot accept responsibilities for incomplete applications.

Step 2: Complete the supplementary form available under the section, 'How to Apply', on the DCU website at:

<https://www101.dcu.ie/prospective/deginform.php?classname=MSGC#HOWTOAPPLY>

This form must be fully completed and returned directly to Postgraduate Administrator, MSc. Guidance Counselling Programme, School of Education Studies, Glasnevin, Dublin 9. Please read carefully the attached instructions with the supplementary form.

Please note that canvassing of any kind will disqualify an applicant. Furthermore, we do not discuss any aspect of an application with third parties.

All correspondence regarding your application for this programme will be made through the email address provided with your online PAC application. It is your responsibility to monitor your PAC account for any change in your application status from the beginning until the end of the entire application process. Notification of interview schedules will be provided via your PAC account email address. All applicants who are offered a place on the programme should ensure confirmation of acceptance by the due date otherwise their place will be offered to the next applicant on the waiting list.

International Applicants

International candidates are expected to have educational qualifications of a standard equivalent to those outlined above. In addition, where such candidates are non-native English speakers they must satisfy the University of their competency in English. For further information on international applications click here: <http://www.dcu.ie/international/index.shtml>

Interviews will take place in early June 2016

Queries on PAC applications can be made by email to jennifer.yore@dcu.ie

Career Prospects

The course is designed to support participants wishing to engage in initial training as guidance counsellors and to enhance the in-career development of existing practitioners. Past graduates are working as guidance counsellors in:

- Second level schools
- Youthreach
- VEC Adult Guidance Services
- Further Education Colleges
- Private practice provision
- HSE

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Frequently Asked Questions (FAQs)

How many students are accepted onto the programme?

Since the programme has a strong skills dimension and places a strong emphasis on personal and interpersonal development the programme intake is limited to a maximum of 20 students which serves to facilitate a positive group dynamic in the class.

Is it necessary to be currently working as a guidance counsellor?

No. Applicants are accepted on the basis of their fully completed application form (with special emphasis on one's personal statement) and on the basis of interview performance. However, you must be willing to fulfil the placement requirement of 100 hours in your own time.

Is the programme recognised by the Department of Education and Skills?

Yes. This programme is recognised by the **Department of Education and Skills (DES)** as a qualification to work as a guidance counsellor on a permanent basis in second level schools.

Please note that for employment as a guidance counsellor in a second level school on a permanent basis the DES in addition to this qualification requires employees to hold:

1. a primary degree with subjects recognised for teaching in second level schools (please check www.teachingcouncil.ie)
2. a recognised teaching qualification.

Is the programme recognised by the Institute of Guidance Counsellors (IGC)?

Yes. Graduates and students of this programme are eligible to apply for membership of the Institute of Guidance Counsellors (IGC).

Can I exit the programme with a graduate diploma only?

Yes. Completing the graduate diploma requires registration for all modules delivered over the two years. However, there is no reduction in fees if students elect to exit with a graduate diploma. Please contact the Fees Office for further information.

PLEASE NOTE WE ARE COMMITTED TO OFFERING A PROGRAMME OF THE HIGHEST POSSIBLE STANDARDS HENCE THE PROGRAMME STRUCTURE AS PRESENTED HERE (AND OTHER INFORMATION) MAY BE SUBJECT TO CHANGE ON AN ANNUAL BASIS UPON EVALUATION BY STUDENTS AND STAFF.

WHILE PRECISE DATES AND THE PROGRAMME STRUCTURE MAY BE SUBJECT TO CHANGE LECTURES WILL TAKE PLACE ON WEDNESDAYS AND THURSDAYS (5-8PM) AND ON SATURDAYS.

If you require further information please contact:

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