



## School Counseling Internship

COU 692-001

School Counseling Internship (1-6 credits)

Spring 2022

Class Time and Location: MEP 342; Tuesdays 4:30-6:00pm

**Instructor:** Dori Glance, Ph.D.

**Office Address:** MEP 203D

**NKU Email:** [glanced1@nku.edu](mailto:glanced1@nku.edu)

**Office Phone:** 859-572-1490

**Office Hours:** By appointment

### Course Description

An intensive counseling field placement in a school counseling oriented setting under the direction of an approved on-site clinical supervisor as well as a member of the program faculty on campus. Students may repeat course until they have successfully accrued internship hours necessary to meet course requirements. May be repeated for up to a total of 12 semester hours.

### Prerequisites

Permission of Department

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## Student Learning Outcomes (2016 CACREP Standards)

As the culminating activities in the counseling program, Practicum and Internship require students to demonstrate the cumulative knowledge obtained and practical skills developed throughout the curriculum of study. With that in mind, students enrolled in these courses are assessed on standards related to all of the CACREP Core Objectives and Specialty Areas. These include:

- 2.F.1: Professional Counseling Orientation and Ethical Practice
- 2.F.2: Social and Cultural Diversity
- 2.F.3: Human Growth and Development
- 2.F.4: Career Development
- 2.F.5: Counseling and Helping Relationship
- 2.F.6: Group Counseling and Group Work
- 2.F.7: Assessment and Testing
- 2.F.8: Research and Program Evaluation
- 5.C: Entry-Level Specialty Area – Clinical Mental Health Counseling
- 5.G: Entry-Level Specialty Area – School Counseling

## Internship Requirements (CACREP 2016 Standards 3.J;K;L;M)

The program requires completion of a supervised internship in the student's designated program area of 300 clock hours per internship section completed (for a total of at least 600 hours), begun after successful completion of the practicum. Each student's internship includes all of the following:

1. At least 120 clock hours of direct service per internship section completed (for a total of at least 240 direct hours), including experience leading groups
2. Weekly interaction that averages one hour per week of individual and/or triadic

## Required Syllabus

counseling, small groups, and classroom guidance). Indirect hours are all other hours spent on site including but not limited to: consultation, non-assessment observation, planning, arranging, coordinating programs and services, reviewing files, organizing, etc. Further, weekly completed logs will be brought to class and periodically checked in class. At the end of the term, all logs and cover sheet should be submitted via email to Heidi Waters and your course instructor. Hours logs template can be found on Canvas. **NOTE: Completion of all hours is a necessary yet insufficient requirement for passing internship.**

3. **Summary Log and Evaluation Forms:** A Summary Hours Log signed by the student, site supervisor and university supervisor along with midterm and final evaluation forms must be submitted. Evaluation form can be found on Canvas.

4. **Case presentations:** Each student will be required to present cases during supervision

- a. **For Group Supervision:** During the semester, students should expect and be prepared to present 4-6 cases (at least 4 cases) during the semester. (1.3.6, 1.4.2, 1.5.6, 1.6.1, 1.6.2, 1.6.3, 1.6.4, 1.6.5, 1.6.6, 1.6.7, 1.6.8, 1.6.9, 1.6.10, 1.6.11, 1.6.12, 1.6.13, 1.6.14, 1.6.15, 1.6.16, 1.6.17, 1.6.18, 1.6.19, 1.6.20, 1.6.21, 1.6.22, 1.6.23, 1.6.24, 1.6.25, 1.6.26, 1.6.27, 1.6.28, 1.6.29, 1.6.30, 1.6.31, 1.6.32, 1.6.33, 1.6.34, 1.6.35, 1.6.36, 1.6.37, 1.6.38, 1.6.39, 1.6.40, 1.6.41, 1.6.42, 1.6.43, 1.6.44, 1.6.45, 1.6.46, 1.6.47, 1.6.48, 1.6.49, 1.6.50, 1.6.51, 1.6.52, 1.6.53, 1.6.54, 1.6.55, 1.6.56, 1.6.57, 1.6.58, 1.6.59, 1.6.60, 1.6.61, 1.6.62, 1.6.63, 1.6.64, 1.6.65, 1.6.66, 1.6.67, 1.6.68, 1.6.69, 1.6.70, 1.6.71, 1.6.72, 1.6.73, 1.6.74, 1.6.75, 1.6.76, 1.6.77, 1.6.78, 1.6.79, 1.6.80, 1.6.81, 1.6.82, 1.6.83, 1.6.84, 1.6.85, 1.6.86, 1.6.87, 1.6.88, 1.6.89, 1.6.90, 1.6.91, 1.6.92, 1.6.93, 1.6.94, 1.6.95, 1.6.96, 1.6.97, 1.6.98, 1.6.99, 1.6.100)

### Assignments

1. Beginning Paperwork
2. Maintaining professional standards
3. Required Hours and Logs
4. Summary Hours Log
5. Case Presentations/Transcripts
6. Engagement in Supervision
7. Paperwork for Case Presentation
8. Site Supervisor Evaluation of Student
9. Demonstration of counseling skills

### Contribution to My Grade

Major  
Major  
Major  
Major  
Major  
Major  
Major  
Major  
Major

### Grading Feedback

Students should expect feedback on assignments within 7 days of submission except when faculty provides notification via announcement of a different timeline. Given the didactic nature of this course, please note that most feedback will be provided verbally in class during group supervision.

### Grade Appeal

Please see the Code of Student Rights and Responsibilities Section V: Academic Policies & Processes for any final grade appeal. The Papp . (e)10 (t)-0.7 A5 (p)p -0. (p)-2.4314 BDpc (a)-2.3 (n)31.6 (.).2 (i)1b4.7 9 &i81.6 (es)-4



Students should expect responses to emails within 24 business hours (Monday-Friday 8am-5pm). Emails

## Credit Hour Policy Statement

In accordance with federal policy, NKU defines a credit hour as the amount of work represented in the achievement of student learning outcomes (verified by evidence of student achievement) that reasonably approximates one hour (50 minutes) of classroom instruction and a minimum of two hours of out-of-class student work. For every course credit hour, a typical student should expect to spend at least three hours per week of concentrated attention on course-related work including, but not limited to, class meeting time, reading, reviewing, organizing notes, studying and completing assignments. At least an equivalent amount of time is expected for other academic activities such as online courses, laboratory work, internships, practica, studio work and other academic work leading to the award of credit hours.

Estimates of the time required for a student to complete this course are:

Below is what would be expected of a student registered for 3 credit hours. Someone registered for 6 credit hours would expect to complete almost twice as much or someone registered for 1 hour would be less.

Hours Worked at Internship (20 hrs/wk x 15 wks) = 300.0 Hours

Readings, cover letter, resume = 16.0 Hours

Group Supervision = 24.0 Hours

Internship Presentations = 8.0 Hours

**Total**

**= 348.0 Hours**

## Diversity

Diversity describes an inclusive community of people with varied human characteristics, ideas, and world views related, but not limited, to race, ethnicity, sexual orientation, gender, religion, color, creed, national origin, age, disability, socio-economic status, geographical region, or ancestry. Institutions that value diversity provide a supportive environment that respects those human differences. It is our responsibility as



of our community has increased, additional religious holidays now affect a significant number of students. Consistent with our commitment

3/8	Group Supervision/Case Presentation Midterm check-in	Supervisor Mid-term Evaluation due  In class log check/Hours summary
3/15	Group Supervision/Case Presentation Self-care	Transcript 1 due
3/22	Group Supervision/Case Presentation Building your toolbox	
3/29	Group Supervision/Case Presentation Working with parents/guardians	
4/5	Group Supervision/Case Presentation Understanding your workplace environment	In class log check/hours summary
4/12	Group Supervision/Case Presentation Consultation and collaboration	Transcript 2 due
4/19	Group Supervision/Case Presentation Certification and licensure	
4/26	Group Supervision/Case Presentation Continued professional development	Orientation Paper 2 due
5/3	Group Supervision/Case Presentation	
5/10 Exam Week	Course wrap-up & Reflection	Supervisor Final Evaluation Summary Log & All Logs due