



Australian Institute of Family Counselling

RTO: 88037 CRICOS: 02400A

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**Graduate Diploma of Counselling and
Integrated Psychotherapy (Spiritual)**

Handbook Supplement

aifc Graduate Diploma Handbook supplement

Version 1.0

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Registered Provider Name: Australian Institute of Family Counselling Ltd.

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BACKGROUND

The Graduate Diploma of Counselling and Integrated Psychotherapy (Spiritual) (Graduate Diploma) was conceived at a meeting of the aifc Industry Advisory Board (IAB) in Brisbane in January 2014. At that time, the IAB committee was:

- Dr Philip Armstrong (CEO - The Australian Counselling Association)
- Mr Phil Henry (National Vice President of the Christian Counselling Association of Australia)
- Mr John Paterson (Past Academic Manager of aifc)
- Mr Shannon Hood (Current Academic Manager of aifc)
- Dr Art Wouters (Counsellor at New Hope Community Care – Psychologist and Head of School of Arts and Social Sciences Tabor College Victoria (RTO# 22065))
- Dr John Meteyard (then Senior Lecturer at Christian Heritage College, now Senior Counsellor and Psychologist and Course Convener Master of Counselling Australian College of Applied Psychology (RTO# 0500))

The development of the Graduate Diploma was a key project of the aifc Training Committee who collectively bring over 50 years professional counselling experience and 70 years with aifc. The design of the course has been regularly reviewed and modified by the IAB, which now includes Mrs Jo White (Counselling Services Manager at Hillsong Community Care).

Robust, passionate and professional dialogue as well as prayerful discernment has produced a course that contains the absolute best practice of contemporary psychotherapy, meeting the highest of professional association standards whilst never compromising the biblical foundation and thread that runs through every aspect of every unit.

This course was approved by the Community Services Industry Skills Council in April 2015 and immediately submitted to Australian Skills Quality Authority (ASQA) for accreditation. ASQA accredited the Graduate Diploma course in November 2015. Subsequent to this, Psychotherapy and Counselling Federation of Australia (PACFA) granted accreditation of aifc's three-year study pathway (Diploma-Advanced Diploma-Graduate Diploma) early in 2016.

COURSE OUTCOMES

Graduates who obtain this Australian Qualification Framework (AQF) level 8 qualification will have advanced knowledge and skills for professional or highly skilled work in the counselling and psychotherapy vocations.

There are three distinct purposes of the Graduate Diploma:

1. Fulfil industry standards to provide the third year of a three-year training program, which meets PACFA accreditation standards.
2. Enhance the knowledge and skills of people already in the people-helping profession, with a qualification in mental health or theology as a stand-alone professional development program, meeting the requirements of the ACA for level 1 membership
3. To form the first year of a two year proposed Masters program

Building on the skills and knowledge gained through previous study programs, the Graduate Diploma:

- Enables students to have advanced cognitive, technical and communication skills to select and apply methods and technologies, to analyse critically and evaluate information, provide solutions to complex problems and transmit knowledge and skills to others.
- Provides a professional development framework linking directly to the annual professional development requirements of the leading professional counselling bodies in Australia.
- Builds professional best practice into the candidate's administration of their duties through understanding of ethical guidelines, peer learning, and lectures from current industry experts.
- Applies recognised counselling and psychotherapy models such as aifc's General Counselling and Family Therapy Models whilst under the guidance of highly qualified and experienced staff.

The course design recognises that students have already attained a level of counselling competence and desire to grow beyond their present capacity. The units provide an opportunity to stretch and develop in previously learned areas in a deeper and more thorough manner as well as investigate new avenues of learning. Interactions between students a source of rich peer learning in addition to receiving training from experts in relevant fields.

aifc's aim is to equip Christian counsellors who ethically and effectively integrate their faith and practice in order to fulfil our mission statement: Transformed lives, flourishing relationships and changed communities through Christian counselling and equipping people for life.

Graduates are not merely Christians doing counselling; rather they are conducting Christian Counselling.

ENTRY REQUIREMENTS

Candidates to the Graduate Diploma must meet admission requirements outlined in the Standards for VET Accredited Courses course application requirements and 2014 *PACFA Training Standards*. These state that students entering an accredited course of study need to demonstrate self-awareness, a relational capacity, ethical behavior and an ability to reflect on and learn from experience and feedback.

Specifically, aifc has two pathways for entry into the Graduate Diploma:

1. Prior completion of an aifc Advanced Diploma; This includes students who have fully or partially completed the aifc Graduate Certificate who will enter the Graduate Diploma on the basis of their Advanced Diploma and receive recognition of prior learning assessed on a case by case basis for their Graduate Certificate and other vocational experience.
2. Holding another undergraduate (or higher) qualification in a theology (e.g. Theology, Ministry, Christian Studies, Divinity) or mental health (e.g., Psychology, Counselling, Social Work) field and an ability to demonstrate prior competence in counselling skills, grief and ethics. Enrolment acceptance will be dependent on approval gathered from supporting evidence and an interview process.

ACCREDITATION OF THE COURSE

The level and type of accreditation is dependent upon the entry pathway into the Graduate Diploma:

1. Students who enter based on an aifc Advanced Diploma and then complete the aifc Graduate Diploma (including all the required person-to-person training hours) will receive **PACFA accreditation at Intern level**. Note: students who completed their Advanced Diploma prior to 2015 will have to undertake specifically selected electives if they wish to achieve PACFA accreditation.
2. Students who enter based on Bachelor (or Higher) qualifications who complete the aifc Graduate Diploma will be eligible for **Level 1 membership with the Australian Counselling Association**.

EMPLOYMENT OPPORTUNITIES

Students who complete the Graduate Diploma as a stand-alone course are able to work in private practice as an accredited counsellor registered with the Australian Counselling Association.

Students who complete the Graduate Diploma following the aifc Advanced Diploma will have completed sufficient formal education to attain intern (and ultimately graduate and clinical) status with PACFA based on a three year pathway of study. Some organisations require a minimum of three years training for employment with them in a counselling role.

COURSE OUTLINE

The course structure of the Graduate Diploma of Counselling and Integrated Psychotherapy (Spiritual) is below. It is required that students complete 8 core and 4 elective units for a total of 12 units. Units are offered in 4 terms per year, each of approximately 9 or 10 weeks duration.

There is a variety of electives available to choose from depending on the pathway into the course:

- Students who have completed an aifc Advanced Diploma can choose any electives that they haven't already received credit for in their previous study with aifc.
- Students who hold a qualification in a mental health field must complete Group C (Spirituality) electives plus any two from Group A (General) electives.
- Students who hold a theology qualification must complete Group B (Mental Health) electives plus any two from Group A (General) electives

RECOGNITION OF PRIOR LEARNING AND CREDIT TRANSFER (RPL/ CT)

Entry into the Graduate Diploma requires prior completion of the aifc Advanced Diploma or a relevant undergraduate or postgraduate qualification. This course is known as the 'entry course'. Whilst students are able to apply for Recognition of Prior Learning (RPL) for units in the Graduate Diploma, students cannot 'double dip' by using units from their entry course for RPL into the Graduate Diploma. However, if a student has completed units of study in addition to the entry course, these can be used. For example, a Graduate Diploma applicant who has completed aifc's Advanced Diploma and a Bachelor of Theology is able to use either of these courses for entry. They can then use units from the other course for RPL.

UNIT DESCRIPTIONS

MTMBUS702A Provide strategic leadership

Analyse and improve personal leadership style and professional competence; lead organisational strategic development and deployment; implement transformational practices; cultivate collaborative practices; and provide strategic leadership in a changing context.

IPSCTM801A Evaluate and apply a variety of counselling or psychotherapy modalities in counselling practice

A variety of therapy modalities are explored, evaluated, and applied in counselling practice. This is an opportunity to compare and contrast prominent models of therapy from a spiritual and philosophical perspective.

IPSNMC802A Evaluate, synthesise and apply a new model of counselling or psychotherapy

The theoretical framework and practical application of a particular counselling, psychotherapy and/or therapy model is evaluated and applied. aifc Advanced Diploma graduates will be required to find a model *other than* the aifc General Counselling Model (AGCM) and the aifc Family Therapy Model (AFTM). Students who enter without previous aifc experience will be required to select the AGCM and AFTM as their “new” model. In order to do this, students will be given access to relevant readers and video lectures. However, where possible and convenient they will also be able to attend relevant Diploma or Advanced Diploma seminar teaching.

BSBRES401A Analyse and present research information

Describe and apply the basic principles of collecting information and the objectives of research; evaluate various research strategies for suitability to the counselling context; organise and deliver research findings; and identify the ethical issues associated with research in the counselling context.

IPSSCP803A Manage own self-care in professional practice

Apply strategies for self-care regarding personal, professional and spiritual development; reflect on oneself in counselling and/or therapy practice; the role of professional supervision in self-care.

IPSETH804A Work with complex contemporary and ethical issues in integrated psychotherapy

Identify contemporary ethical issues that may present in the counselling, psychotherapy and/or family therapy context, including those relating to integration of faith and practice; analyse possible strategies to address ethical dilemmas; specify legal requirements relating to these issues.

BSBRES801A Initiate and lead applied research

Construct an applied research strategy; use a range of applied research techniques; analyse and present findings.

IPSSUP805A Provide professional supervision to supervisees

Define professional supervision; discuss ethics and risks of providing supervision; requirements of professional bodies; address common supervision issues.

Or

CHCPRP007 Work within a clinical supervision framework

This unit describes the skills and knowledge required to initiate, prepare for and participate in a structured process of clinical supervision.

CHCFCS804B Provide counselling to children and young people

Problems of children and youth; childhood development and developmental issues; implement therapy for children and youth.

CHCFCS802B Provide relationship counselling

Differences in the sexes; personality and marriage tests; intimacy; sexuality in marriage; basic needs of husband and wife; other marriage therapy issues; marital unfaithfulness; divorce and remarriage; marriage therapy procedure; premarital counselling; phases of marriage.

CHCGROUP807B Implement group interventions

Implement a range of interventions in a counselling group environment through a leadership role; develop a therapeutic alliance for change; maintain a consistent change process; create and maintain a safe environment for group work; use evaluation tools to improve group processes

CHCCCS027 Visit client residence

Work in client's home or in any temporary or permanent community residence with vulnerable or at risk groups such as those experiencing homelessness, mental health, alcohol or other drugs (AOD) issues; conduct visit in a safe manner for the worker and in line with organisational policies; respect boundaries of client; use client-centred approach.

CFTMDS650A Evaluate and provide therapy for mental disorders

Classification of mental disorders; use of the DSM-5 and ICD-10; schizophrenia, somatic symptom disorders, DID, insomnia disorder, personality disorders.

CFTABS665A Provide therapy for issues relating to abuse

Family violence and abuse; childhood abuse; spouse/partner abuse; abuse of the elderly.

CFTSEX675A Provide therapy for clients presenting with sexual problems

Sexuality and spirituality; normal and abnormal sexuality; sexually transmitted infections; homosexuality; prevention of sexual misconduct by therapists; sexual dysfunctions and sexual therapy; ethical issues.

IPSTRA806A Provide counselling support in response to trauma reactions and critical incidents

Identify normal vs extreme trauma reactions in an individual and how to respond appropriately; use a structured approach to a critical incident; conduct pre-incident training.

IPSPTS807A Determine client need and provide complex case management services

Assessment and therapy for common emotional disorders; check for and respond to risk of harm; determine case management approach and confirm client suitability for proposed services; develop an appropriate case management plan; manage case work activities and processes.

IPSPSY808A Evaluate and apply common psychotherapeutic approaches integrating psychology and spirituality

Evaluate psychodynamic, cognitive behaviour therapy, and experiential therapy models from a spiritual perspective; discuss the value of an integrative approach to psychotherapy; evaluate the use of medication in psychotherapy; and apply enhancements from a model of psychotherapy.

IPSCSP809A Apply Christian counselling to common spiritual issues

Identify redemptive truth and discipleship principles appropriate for integrative psychotherapy, including forgiveness; facilitate therapy for rejection, identity and self-acceptance; apply redemptive truth and discipleship principles in a cross-cultural context.

IPSIST810A Synthesise a relevant biblical theology perspective into the counselling process

Evaluate key doctrines of the Old and New Testaments and how these apply in counselling, psychotherapy and/or family therapy; explore the character of God and the Holy Spirit, nature of humanity and the nature of God and the implications of this in psychotherapy; explain why the Bible's final authority in matters of faith is relevant in counselling, psychotherapy and/or family therapy; explore the implications of spirituality and psychology in psychotherapy; apply biblical principles of healing in psychotherapy within one's culture and across cultures.

CHCCSL511A Provide interventions to address family issues

The skills and knowledge in this unit are to be applied in working with clients to address family issues within a counselling context.

Unit Code	Unit Title	Delivery Code	Nominal Hours
Core Units			
MTMBUS702A	<i>Provide strategic leadership</i>	W,O	100
IPSCTM801A	<i>Evaluate and apply a variety of counselling or psychotherapy modalities in counselling practice (10 counselling hrs required)</i>	W,O	120
IPSNMC802A	<i>Evaluate, synthesise and apply a new model of counselling or psychotherapy (10 counselling hrs required)</i>	W,O	120
BSBRES401	<i>Analyse and present research information</i>	W,O	40
IPSSCP803A	<i>Manage own self-care in professional practice</i>	I	90
IPSETH804A	<i>Work with complex contemporary and ethical issues in integrated psychotherapy (10 counselling hrs required)</i>	W,O	120
BSBRES801	<i>Initiate and lead applied research.</i>	W,O	150
IPSSUP805A or CHCPRP007	<i>Provide professional supervision to supervisees OR Work within a clinical supervision framework</i>	I	90
Elective Units (select four)			
Group A (General) Electives			
IPSTRA806A	<i>Provide counselling support in response to trauma reactions and critical incidents</i>	W,O	90
CFTMDS650A	<i>Evaluate and provide therapy for mental disorders</i>	S,O	60
CHCFCS804B	<i>Provide counselling to children and young people (10 counselling hrs required)</i>	S,O	40
CHCFCS802B	<i>Provide relationship counselling (10 counselling hrs required)</i>	S,O	50
CFTABS665A	<i>Provide therapy for issues relating to abuse</i>	S,O	60
CFTSEX675A	<i>Provide therapy for clients presenting with sexual problems</i>	O	60
CHCGROUP807B	<i>Implement group interventions (4 group sessions required)</i>	AR	20
CHCCCS027	<i>Visit client residence</i>	AR	60
CHCCSL511A	<i>Provide interventions to address family issues</i>	W,O	60
Group B (Mental Health) Electives			
IPSPTS807A	<i>Determine client need and provide complex case management services (10 counselling hrs required)</i>	O	90
IPSPSY808A	<i>Evaluate and apply common psychotherapeutic approaches integrating psychology and spirituality (10 counselling hrs required)</i>	O	90

Group C (Spirituality) Electives			
IPSCSP809A	<i>Apply Christian counselling to common spiritual issues (10 counselling hrs required)</i>	O	90
IPSIST810A	<i>Synthesise a relevant biblical theology perspective into the counselling process (10 counselling hrs required)</i>	O	90
KEY: W orkshop; O nline; I ntensive; S eminar; A ction/ R eflection		Total nominal hours	1000-1165

PRACTICAL HOURS AND PLACEMENTS

In order to complete the Graduate Diploma, a certain number of counselling hours must be completed. These hours relate to specific units. Three of the core units require 10 hours counselling each so the minimum counselling hours requirement is 30 hours. Some elective units also require counselling hours, thus students may be required to complete more than the minimum, depending on the electives that are undertaken.

For aifc purposes, counselling is defined as an intentional, professional relationship between two people, one of whom is the helper and the other is seeking help, which includes an expectation of confidentiality and therapeutic benefit. In some units such as IPSETH804A an informal therapeutic conversation may qualify as 'counselling' if it meets the defined criteria. Thus, in some cases counselling hours can be accumulated outside of a traditional, sit down format. However, other units where a particular model of implementation is expected, counselling of a traditional and formal nature is required. If you are unsure of whether your circumstances in an adjunct profession such as chaplaincy would enable you to fulfil these requirements, please speak to your course coach.

To fulfil ethical requirements all counselling hours must be accompanied by professional supervision. For every **4 hours** of client counselling, students must complete **1 hour** of Professional Supervision. In addition, current working with children check, professional counselling indemnity insurance and membership of a counselling association are required **before** counselling may commence. WWCC, supervision, insurance and association membership will be obtained at the student's own cost.

aifc does not provide student placements or internships for these hours. However, we do have relationships with some organisations and counselling clinics that are often willing to take aifc students as counsellors during their training. Local staff members may provide the details of these organisations.

STUDENT SUPPORT

There is a course coach assigned to students in their region. The course coach is there to assist with navigating enrolment in units, recognition of prior learning (RPL), and numerous practical matters that arise as well as provide personal encouragement and pastoral support.

For enquiries related to VET FEE-HELP and other administrative details concerning accounts, certificates and record keeping, contact the student support services in national office at studentservices@aifc.com.au.

GENERAL COURSE DELIVERY

Units will be delivered in the following ways:

- **Workshop** – most units in the Graduate Diploma commence with a half to one-day workshop delivery of course content including lectures, role play and modelling through ‘fish-bowl’ demonstrations as well as support and feedback. These workshops coincide with Diploma and Advanced Diploma seminars at all major centres. Assessment will occur after the workshop and is submitted via Moodle (our e-learning assessment system).
- **On-line** – each of the workshops will also be able to be engaged with on-line. This may take the form of students Live-streaming the workshop over the internet in real-time or it may include students accessing the content later via video. The post-workshop assessments will be the same as for all students.
- **Intensive** – intensives can be thought of as multi-day workshops. The key difference being that the majority of assessments are intended to be completed by the end of the intensive. Units offered by intensive will not be offered on-line which means that even students who undertake the Graduate Diploma by distance education will be required to travel to and participate in these intensives.
- **Seminar** – seminars are delivered as part of aifc’s training program. Students who wish to undertake elective units delivered as part of the Diploma and Advanced Diploma seminar have the option of joining these seminar sessions by arrangement with the course coach.
- **Action/reflection** – these units involve students finding (or creating) and participating in their own ‘action-location’ such as a homeless shelter, soup kitchen, women’s refuge, or therapy group. Students reflect on their action location based on topic content with which they are provided to complete assessment tasks.

There are additional support mechanisms offered to students:

- **Mid-term study groups** - students may meet in the middle of each term under the guidance of an aifc trainer for support, assignment discussions, feedback and encouragement.
- **Clinical Placements** – Students undertake clinical placement days that incorporate elements of co-therapy, individual client work, supervision, feedback and self-evaluation. Although there are no assessable tasks associated with clinical placements, records of attendance are recorded in order to ensure students meet minimum requirements of person-to-person training hours for PACFA accreditation. Students can minimise the number of clinical placement days they complete by attending more workshops, mid-term study groups and the like.

The Graduate Diploma core and elective units will be delivered in aifc's Brisbane, Sydney, Melbourne, Perth, and Korean Centres dependent on student numbers and availability of expert Trainers. The course is a one-year full time program of study however; it has been primarily designed with the part-time student in mind (completing the course over two years at 50% workload). The Graduate Diploma can be completed in one or two years, with a midyear entry option and is well geared toward a typical two year, face-to-face experience in one aifc Centre.

Any student, who desires to complete the course in one year, can do so through taking some units online and travelling to intensives. Electives will be delivered online or students can join in the Diploma and Advanced Diploma seminar delivery in a Centre in terms 3 and 4 as per the training schedule and under arrangement from the course coach.

1 YEAR FULL TIME PROGRESSION

The following table outlines the delivery of the core units according to the local Diploma and Advanced Diploma seminar dates for 2017 including the mid-year entry.

Full time term 1 entry Full time midyear entry at Quarter 3	Term 1	Term 2	Term 2	Term 3	Term 3	+ Quarter 3 (mid-year)	Term 4	+ Quarter 4 (mid-year)	+ Quarter 4 (mid-year)
	MTMBUS 702A Provide strategic leadership	IPSCTM801A Evaluate and apply a variety of counselling and psychotherapy modalities	BSBRES 401 Analyse and present research information	IPSNMC802A Evaluate, synthesise and apply a new model of counselling	IPSETH804A Work with complex contemporary and ethical issues in integrated psychotherapy	MTMBUS 702A Provide strategic leadership	BSBRES 801 Initiate and lead applied research	BSBRES 401 Analyse and present research information	IPSCTM801A Evaluate and apply a variety of counselling and psychotherapy modalities
Melbourne	Fri 17 th Feb morning Induction, afternoon orientation Sat 18 th Feb F2F workshop	Fri 28 st Apr seminar workshop	Sat 29 nd Apr seminar workshop	Thur 29 th Jun seminar workshop (mid-year) morning induction, afternoon orientation	Fri 30 th June seminar workshop	Sat 1 st July seminar workshop	Sat 16 th Sep Seminar workshop	Thu14 th Sep seminar workshop	Fri 15 th Sept Seminar workshop
Sydney	Fri 17 th Feb morning Induction, afternoon orientation Sat 18 th Feb F2F workshop	Fri 28 st Apr seminar workshop	Sat 29 nd Apr seminar workshop	Thur 29 th Jun seminar workshop (mid-year) morning induction, afternoon orientation	Fri 30 th June seminar workshop	Sat 1 st July seminar workshop	Sat 16 th Sep seminar workshop	Thu14 th Sep seminar workshop	Fri 15 th Sept Seminar workshop
Brisbane	Fri 10 th Feb morning Induction, afternoon orientation Sat 11 th Feb seminar workshop	Fri 21 st Apr seminar workshop	Sat 22 nd Apr seminar workshop	Thur22 nd June seminar workshop (mid-year) morning induction, afternoon orientation	Fri 23 rd Jun seminar workshop	Sat 24 th June seminar workshop	Sat 9 th Sept seminar workshop	Thur7 th Sep seminar workshop	Fri 8 th Sept Seminar workshop
Perth	Fri 17 th Feb morning Induction, afternoon orientation Sat 18 th Feb F2F workshop	Fri 28 st Apr F2F workshop	Sat 29 nd Apr F2F workshop	Thur 29 th Jun F2F workshop (mid-year) morning induction, afternoon orientation	Fri 30 th June F2F workshop	Sat 1 st July F2F workshop	Sat 16 th Sep F2F workshop	Thu14 th Sep F2F workshop	Fri 15 th Sept F2F workshop
Adelaide	Fri 24 th Feb morning Induction, afternoon orientation Sat 25 th Feb seminar workshop	Fri 5 th May seminar workshop	Sat 6 th May seminar workshop	Thur 6 th July seminar workshop (mid-year) morning induction, afternoon orientation	Fri 7 th July seminar workshop	Sat 8 th July seminar workshop	Sat 23 rd Sep seminar workshop	Thu21 st Sep seminar workshop	Fri 22 nd Sept seminar workshop

Intensives

Term 1		IPSSCP803A Manage own self-care in professional practice Dates TBA approximately March 2017	Brisbane, Sydney, Melbourne, Perth
Term 4		IPSSUP805A Provide professional supervision to supervisees Or CHCPRP007 Work within a clinical supervision framework *Dates to be advised approximately September 2017	Brisbane, Sydney, Melbourne, Perth

SEMINAR LOCATIONS

Melbourne	Box Hill Town Hall, 1022 Whitehorse Rd, Box Hill VIC
Sydney	97 Cambridge Street, Stanmore NSW
Brisbane	Springlife 178 Springwood Rd Springwood, Qld
Perth	Technology Park Function Centre, 2 Brodie Hall Dr, Bentley WA
Adelaide	Education Development Centre, 4 Milner St, Hindmarsh, SA

Workshops usually start at 9:00 am and finish at 5:00 pm with a break for morning tea, lunch and afternoon tea. This time may alter according to the Centre's schedule, daylight saving or State time differences.

Students who are not going to be present for workshop delivery will have the choice to join the livestream presentation at the seminar of livestream recording and presentation or view the teaching by video at another time.

ASSESSMENTS

It is important that all courses offered under the Australian Qualification Framework have specific stages to assess Skills, Knowledge and Application of Skills and Knowledge. The Graduate Diploma will assess knowledge through a combination of approaches such as:

- Short answer questions
- Multiple choice questions
- Contributions to internal forums
- Blogs
- Written papers

Skills and application of skills and knowledge will be assessed by practical work with clients, providing evidence such as:

- Therapy reports
- Video recordings
- Clinic reports
- Supervision assessments
- Client feedback

Whilst the course is offered at AQF Level 8 and therefore will require a higher level of skill and knowledge, it still maintains a vocational (as opposed to “academic” flavour). Students

who complete an AQF Level 8 unit in the Vocational Education and Training sector can be thought of as “Master craftsmen” and “Master craftswomen”. The building industry provides a parallel. Level 3 and 4 is the training at an entry or supervisor level.

Level 5 (Diploma) and Level 6 (Advanced Diploma) is for a skilled carpenter or bricklayer.

Level 8 might be a Master Builder – a highly skilled expert in the trade. This will of course require some extra knowledge and skills but does not mean they will suddenly become “academic”.

Since the Graduate Diploma units comprise specialty subjects at a higher depth and rigour, students will receive training by experts in their fields. Specialist assessors assigned to particular units will give feedback on assessments. You will be assigned an assessor through the student e-learning system (Moodle) once you have uploaded an assessment.

The information regarding the number and kind of assessments for each subject unit will be presented in a Learning and Assessment Guide (LAG). The LAG contains information on the performance criteria used in the assessment process, resources needed to complete assessments, and any pre-requisites to be completed before enrolling in that subject.

You upload assessments to the moodle according to the schedule in the LAG. Your course coach will provide you with a brief initial training session during orientation or by skype appointment or you can view video tutorials at

<https://www.youtube.com/watch?v=RFs23r0Xtc8> and

<https://www.youtube.com/watch?v=AEVkrT0w-TA>

Students will submit assessments in an easy to read font, similar to Times New Roman or Calibri, double-spaced and using the **APA referencing style**. See http://sydney.edu.au/library/subjects/downloads/citation/APA%20Complete_2012.pdf for a guide to this style of referencing.

Students can view an essay style guide video tutorial on youtube-

<https://www.youtube.com/watch?v=p1KbANXoWlo>

You will be expected to access a variety of sources when completing assessment tasks. We provide access to **ProQuest** for research purposes during your course enrollment period.

2 YEAR PART TIME PROGRESSION

	Year 1	Year 2
Term 1	MTMBUS702A Provide strategic leadership IPSSCP803A Manage own self-care in professional practice	Elective
Term 2	IPSCTM801A Evaluate and apply a variety of counselling or psychotherapy modalities in counselling practice	BSBRES401 Analyse and present research information Elective
Term 3	IPSETH804A Work with complex contemporary and ethical issues in integrated psychotherapy Elective	IPSNMC802A Evaluate, synthesis and apply a new model of counselling or psychotherapy

Term 4	Elective	<p>CHCPRP007 Work within a clinical supervision framework</p> <p>Or</p> <p>IPSSUP805A Provide professional supervision to supervisees (prerequisites are MTMBUS702A, IPSETH804A, and IPSSCP803A)</p> <p>BSBRES801 Initiate and lead applied research</p>
Midyear intake		
	Year 1	Year 2
Term 1	<p>MTMBUS702A Provide strategic leadership</p> <p>IPSETH804A Work with complex contemporary and ethical issues in integrated psychotherapy</p>	Elective
Term 2	IPSCTM801A Evaluate and apply a variety of counselling or psychotherapy modalities in counselling practice	<p>BSBRES401 Analyse and present research information</p> <p>Elective</p>
Term 3	<p>IPSSCP803A Manage own self-care in professional practice</p> <p>IPSNMC802A Evaluate, synthesis and apply a new model of counselling or psychotherapy</p>	Elective
Term 4	Elective	<p>CHCPRP007 Work within a clinical supervision framework</p> <p>Or</p> <p>IPSSUP805A Provide professional supervision to supervisees (prerequisites are MTMBUS702A, IPSETH804A, and IPSSCP803A)</p> <p>BSBRES801 Initiate and lead</p>

		applied research
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NB: this is the default progression. Some students may choose to change their enrolment *after consultation with their course coach*.

REQUIREMENTS FOR UNITS THAT INCLUDE COUNSELLING HOURS

All students who will be taking units that require counselling hours in the assessment tasks must be registered with one of the counselling governing bodies, either the Australian Counselling Association (ACA) or a member organisation of the Psychotherapy and Counselling Federation of Australia (PACFA) such as CCAA or with PACFA. You must have current indemnity insurance that can be obtained on the advice of one of the counselling registration bodies. Students will also be required to have a current working with children check, engage in professional supervision and an approved supervision contract/s will need to be provided and uploaded into moodle.

Supervisors must meet the following criteria:

Clinically practicing for at least three years AND

- Level 2 or above with ACA for two years OR graduate member of PACFA organisation for two years OR equivalent
- Completed an ACA OR PACFA approved supervision course OR equivalent
- Member of ACA approved or PACFA approved supervision register OR equivalent

Clinical practicing is defined as at least 100 hours counselling per year since qualification completed.

A LOG OF COUNSELLING HOURS

In order to facilitate students to track their counselling and supervision hours toward their professional registration, students will keep an aifc log available to download off moodle showing these hours for units where counselling hours are required. It is also recommended that students use their member associations log to record their hours and professional development every year.

Cost:

Course fees invoiced on a per unit basis and eligible students will be able to access VET FEE-HELP:

Unit Type	Cost per unit	No of units	Cost
Core	\$940	8	\$7,520
Electives	\$830	4	\$3,320
		TOTAL	\$10,840

Students will need to budget for additional costs such as:

- Accommodation and/or catering at intensives
- Computer software licenses such as Vimeo and Handbrake
- Text books and other resources
- Working with children check, professional supervision, insurance and association membership
- Professional Development

ADDITIONAL INFORMATION

Additional information regarding being an aifc student including all policies and more information about aifc can be found in the Student Handbook (available from the aifc website).

If the Student Handbook does not answer your questions or you'd like further information about the Graduate Diploma, please contact your local course coach. They are:

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