

UNBC MEd Counselling

FAQ

Things to know before applying to the program.

1. **This is an in-person program and cannot be completed remotely or solely online.**
2. Students can apply for **Part-time** or **Full-time** course loads.
3. Classes are taught during the **EVENINGS ONLY** (5:30pm – 8:20pm) for the duration of the program, classes cannot be taught during the day – Occasional Saturdays may be required during the Spring/Summer Semesters.
4. This is a two-year program (meaning you can finish the program no sooner than two years)
5. The **application deadline is December 15th for a September start date the following year.**
6. Any deadline extensions to the application deadline will be posted online. If you miss the deadline and an extension is not listed online, you will have to apply the following year.
<http://www.unbc.ca/education>
7. **Letter/Statement of Intent: Please number and answer each distinct question.**
8. **You do not need to contact a potential supervisor before entering this program. For the sake of completing the application, Linda O'Neill and/or John Sherry can be listed as the "Supervisor".**
9. When completing your application, **MAKE SURE** your references and any other outside required materials you will need to wait on are submitted on time. **Preparation before applying is required!** If your application has been submitted, but you're waiting on references to be sent in or any other materials to be sent in for your application make sure they are sent in before the deadline. **If submitted to the University late your application will not be sent to the Program until they're in and this could result in missing the selection process.** **We highly encourage gathering all materials and contacting reference before applications open.**
10. "I have four good references; can I send them all? **Please send only three references.** The Selection Committee **will assess only the first three references when they arrive.** The best referees are people who have supervised/evaluated any of your employment or academic experience which could include supervisors or professors. These are considered stronger

referees rather than colleagues, friends, or relatives. References from colleagues that have not evaluated your work can still be used as a reference but they would normally be regarded as a weaker reference. Please use your best judgement when selecting references.

11. The application is completed **online, (no hard copies)** unless otherwise noted. The referees that you listed on your application will receive an email request to provide the necessary information.
12. **The requirements in terms of the three referees** - The best referees are people who have supervised/evaluated any of your employment or academic experience which could include supervisors or professors. These are considered stronger referees rather than colleagues, friends, or relatives. References from colleagues that have not evaluated your work would normally be regarded as a weaker reference.
13. You must **pay an application fee for each Education program you apply to.**
14. The MEd Counselling Program is eligible for UNBC tuition waivers for UNBC employees.
15. "My undergraduate degree is from UNBC but I have attended two other institutions, do I need to include all three transcripts? If the courses from the other institutions are already on your undergrad UNBC transcript, then you wouldn't need to get them sent again. You would need transcripts though from any institution where you took any other credit courses after you had graduated from UNBC.
16. For **specific questions about admissions, language requirements, required documents, fees etc.** please see the graduate admissions website, <https://www.unbc.ca/apply/graduate> , <https://www.unbc.ca/graduate-programs> , or email gradunbc4u@unbc.ca or call 250-960-5244.
17. **What is the selection criteria when the Selection Committee Reviews Applications?**
Selections of applicants is a two-part process. First, applications must meet the criteria put out by the Graduate Programs (sufficient GPA, accredited university or undergraduate degree, English language requirements, etc.) Then, they send the applications that meet their criteria to the Program. The Program usually have more applications than they do seats available, so applications are assessed by a Selection committee. When reviewing applications, the Selection Committee generally looks at the following; GPA (higher, the better); work experience (relevant employment or volunteer experience); type of degree (your degree in psychology would be viewed as providing you with excellent academic preparation); letter of interest/ intent and answers to the posted questions (depth of awareness, and writing ability as demonstrated in the letter); and references. If you apply, include a resume/ CV with the number of hours in each job, and add any scholarships you may have received, and any publications.
18. If I applied to another graduate program at UNBC but decided to apply to the MEd Counselling Program within the same timeframe, would I need to resubmit transcripts again? Please contact the Office of Registrar.

19. **We do not require GRE scores for our MEd specializations at UNBC.**
20. **I do not meet the GPA requirements?** Please contact the Graduate Admissions Office.
21. **We advise you contact the Graduate Admissions Office to check the status of your applications to make sure they have received everything in order to send it to the Programs Selection committee,** if they do not receive everything they need for the application to meet requirements they will not send it to the program for review.
22. You **do not need a specific degree to apply** to the MEd Counselling Program - a psychology, social work, education, and child/youth care are degree's that are preferred.
23. If I am not accepted to the program can I take courses in your program as a non-degree student? This is not guaranteed as there are only so many seats available and need to be available for accepted students first, this would have to be approved by the supervisors and Chair of the Psychology department first.
24. **Lecture classes are delivered in the evenings 5:30-8:30pm during the week.** As a part-time student you would take one class per week and as a full-time student you would take at least two classes per week.
25. Can you tell me whether or not I have a good chance of being accepted to the program prior to applying? No, but as mentioned, it is a competitive program where severable variables are taken into account when looking at prospective student applications.
26. Are there any awards and financial aid that I can apply for? Please follow this link <http://www.unbc.ca/financial-aid>
27. Is it possible to set up a phone meeting to discuss the application process and to find out more about the MEd Counselling Program? We recommend to read the website thoroughly including the Counselling Handbook, before contacting the department as they experience high volumes. For specific questions about applications, language requirements, required documents and fees please email the Graduate Admissions Office.
28. **If you are an international student or English is not your first language, there may be other requirements to your application, consult the link here** <http://www.unbc.ca/international/language-requirements>
29. Should I include both employment and volunteer experience on my CV/resume? Yes, include both your employment and volunteer experience on the required CV/resume. **Both will count, although the Selection Committee normally gives more weight to the Employment experience. Applicants who have 2 years beyond their undergraduate degree are normally given priority.** (Working after you get your degree to gain work and life experience is something the Selection Committee gives preference to.)
30. Can you provide me with information whether or not my volunteer/work experience will increase my chances in being accepted to the program? A determination around your

experience can not be determined until after you officially apply to the program, but keep in mind, as I mentioned, that is one of several factors that will be examined.

31. Should I include published articles on my CV? If you have published articles, or papers presented at conferences, then include these citations in your CV. Make sure you include what journal they are in, or name of conference where they were presented.
32. The application form asks us to write answers to several questions in our letter of intent. What are you looking for? When reviewing the letter of intent and subsequent questions, the Selection Committee is generally interested in (a) depth of awareness; and (b) writing ability. Please stay within the stated page limit.
33. What type of work experience are you looking for? We are most interested in employment or volunteer experience in which you are or were working in a helping capacity in a counselling-related or teaching-related setting with adults, adolescents, or children. The most relevant worksites would be those in which you are expected to facilitate the learning, emotional growth, and/or psychological development of individuals and/or groups. A few examples are: working in group homes, on crisis lines, in counselling centers, teaching in schools, working as a social worker, and so forth. When you submit your CV/Resume, please state the number of hours you worked at each work site.
34. I did not meet the minimum GPA should I still apply? Please email graduate-admissions@unbc.ca (both domestic and international students)
35. Are international students accepted to this program? For our Counselling program, **students need to be proficient both in written English, and also spoken English** - the latter is important because there is a practicum and students go into the community and counsel clients. **Students mastery of the English language needs to be developed enough that they can easily understand English speaking clients, and be understood by English speaking clients.**
36. How many students do you accept to the program each year? The number of people we generally invite can vary; it is usually 24 each year for the Prince George campus.
37. Course descriptions can be read in the Graduate Calendar on the UNBC website.
38. Is the Counselling Program CCPA accredited? No, our UNBC program is not accredited. Our vision is to work towards accreditation, but it is a long process.
39. I am wondering if this program's credentials are accepted by either the British Columbia Association of Clinical Counsellors, or by the Canadian Counselling Psychology Association? Many of our grads successfully register with either the BC Association of Clinical Counsellors, or the Canadian Counselling and Psychotherapy Association (or both). **You would need to design your program appropriately, for example, take the elective courses we offer that either association "requires."** To see their list of requirements, google the association names above and peruse their websites. You will note that BCACC has specified requirements regarding supervision in practicum, so you would need to arrange a practicum that would fulfill

those requirements, or else pick up some of these supervisory requirements after you graduate from the program.

40. I'm trying to determine if this program fits what I'm looking for in regards to potential career outcomes. Our graduates find employment as counsellors in a variety of community agency settings, and also in post-secondary institutions such as at counselling services for students at colleges and universities. Graduates who are also teachers have found employments as school counsellors in their school districts. We do not have a specific "school counselling" focus to our program. although some students have been able to secure practicums in their schools.
41. Can I become a private practitioner as a counsellor in Alberta with this degree? To find out what is required in Alberta, you could contact the main counselling association/ body in Alberta and find out what their criteria are for registration in terms of course work, practicum hours, etc. You could then compare whether what we have to offer at UNBC meets those criteria. Some of the classes may or may not be taught by a licensed psychologists, this cannot be guaranteed, in fact, this is quite unlikely.
42. Although in Alberta people can become "psychologists" with a Master's degree, that is not possible in BC. Therefore, no Master's program in BC is accredited with the Canadian Psychological Association.
43. If you have applied to the program – you will not receive a letter from the University (accepted or denied) until End of March or beginning of April – due to high volumes this time frame can vary. Any emails to the Psychology department regarding status of application will be disregarded, as it is an extremely busy time during the year, if you need to know the status of your application you will need to contact the **Graduate Admissions office directly**.
44. Once accepted into the program you have a seat – you **do not** need to register for courses right away. At the beginning of September, you will have an orientation with your professors, they will (face to face), walk you through the program, requirements, expectations, part-time & full-time and they will help you fill out all the documents you need to submit to the reg office to register.
45. UNBC **does not** have a vaccination requirement currently.
46. Prince George is the Main campus – Regional campuses would be Fort St. John B.C., Quesnel B.C., and Terrace and Prince Rupert B.C. Our program is currently only offered annually at our Main Campus. MEd Counselling courses are not yet provided at any of the regional campuses.
47. If you have any questions regarding fees, tuition, bursaries, scholarships, admissions status, application process and any other questions relating to applying to this program need to be directed to the **Graduate Admissions office** through email. graduate-admissions@unbc.ca Please see below for example of questions that need to be directed to the Graduate Admissions office.

For Example:

- 1. What's the application fee and is the admission still open for the fall 2024 intake?
- 2. Can you please waive or give a discount to the application fee?
- 3. Respectfully, after being admitted, can I receive scholarships to enable me to further my education?
- 4. What is the initial deposit I must pay after being admitted?
- 5. What is the processing time after submitting the full documents?
- 6. What are the requirements

Accepted Students: What you need to know

1. **It is not recommended that a student works full-time during this program - or BE AWARE that there is an 8 month full-time, 4 days a week, unpaid practicum required to complete this program. Practicum cannot be reduced to part-time.** Certain requirements needed for paid practicums, please ask supervisor.
2. This is a two-year program (meaning you can finish the program no sooner than two years)
3. **Evening classes only 5:30-8:20pm** - some weekends during spring and summer.
4. If you apply for Part-time you have 7 years to complete the program - this means you could take one course per semester (September, January, May, July) over 7 years.
5. If you apply for Full-time you have 5 years to complete the program.
6. The program requires 48 credits to be completed.
7. What's the difference between a Full-time and Part-time student in this program?
 - a. **Full -time Studies:**
 - i. a full-time graduate student during any one of the academic semesters is one who is either enrolled in courses totaling a minimum of six credit hours during a single semester or working on a dissertation, thesis, or comprehensive examination (Master's level only) project during a semester.
 - b. **Part-time Studies:**
 - i. A part-time graduate student during any one of the academic semesters is one who is enrolled in courses totaling less than six credit hours during a single semester, and who is **not** working on a dissertation, thesis or project.
8. There are three routes you can take through this program; **(1) Comprehensive Exam, (2) Project, or (3) Thesis.** Please see website for more information in the Counselling Program Handbook. <https://www2.unbc.ca/psychology/counselling>
9. **You do not need to contact a potential supervisor before entering this program. Everyone starts in Comprehensive Exam route** and is assigned a Faculty Member who acts as the advisor/supervisor. Students typically apply to the thesis route or project route after 12

credits (4 courses) which generally include one or both their research courses. At that point, they seek out a supervisor of their thesis/project. **For the sake of completing the application, Linda O'Neill and/or John Sherry can be listed as the "Supervisor".**

10. As I have already completed several graduate courses at another institution in the same program (i.e., Counselling) **is it possible that more than 6 credits could be accepted towards the MEd. Counselling Program?**

- a. Once accepted to the program, the Chair of the School of Psychology, upon advice from your assigned academic supervisor, will make a recommendation to the Dean of Faculty of Human and Health Sciences. The Dean will make the final decision.
- b. These courses can not have been used to obtain any degree, diploma, certificate or other credential, unless noted otherwise.

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