



School of Counselling, Psychotherapy & Spirituality

# Master in Counselling & Spirituality Admissions Workbook

## NOTICE

*This document is intended as a tool for candidates to self-assess their transcripts and determine whether they have completed the program prerequisites. The information is based on the general rules used by the admissions agents for the September 2019 term, and has no bearing on how any specific file is, or will be, evaluated. The way prerequisites are assessed is subject to change with no notice at the discretion of the Faculty.*

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## Objectives

This document will help you determine:

- Where you stand in relation to general prerequisite completion
  - If a course will count towards one of the prerequisites
  - Which additional courses you should take, if any



## So, you want to be a psychotherapist?

The MA in Counselling and Spirituality program from Saint Paul University is accredited by the College of Psychotherapists of Ontario (CRPO). The objective of the master's program is to train psychotherapists that can guide, and counsel individuals and/or couples and families with regards to their values, spirituality and dynamics as well as bring about change in client thinking, feeling, behavior and social functioning.

There are two available concentrations:

- Individual Counselling
- Couple and Family Counselling

*Please note that the concentration in **spiritual care** is no longer available.*

The first step in applying is to determine whether you meet the minimum requirements for admissions. In order to be well prepared for graduate studies in counselling, psychotherapy and spirituality, you will need the following undergraduate university prerequisites:

- an **honours bachelor degree of 120 course units** or the equivalent
  - it could be a 3 year university degree + 1 year worth of undergraduate courses
- **48 course units in Social Sciences, Arts or Health Sciences**
  - any program unrelated to the areas of Science, Math, Engineering, Business or Administration
    - within these 48 course units you need:
      - 18 course units in **Psychology** (6 courses)
      - 06 course units in **Sociology**, Social Work, or extra Psychology (2 courses)
      - 12 course units in **Theology** and/or Religious Studies (4 courses)
- **A minimum of 70% average**



## How to self-assess your transcripts

This document exists to help guide you in the self-assessment of your transcripts. Unfortunately, the faculty does not offer individual pre-evaluation of prerequisites.

You will need:

- All your transcripts from the different universities you have attended.

All the undergraduate courses you have taken are applicable, even if you did not finish the program that they were from. Once you have all the transcripts, you can use the worksheet in Appendix A to see if you have completed all the prerequisites.

Here are some tips and tricks for evaluating each of the prerequisites.

### **An Honours Bachelor Degree of 120 course units or its equivalent**

*What is the 'equivalent' of an honours bachelor degree?*

- You must have at least a 3-year bachelor's degree (90 course units). If you only have a 3-year bachelor's degree, you need to have completed an additional 30 course units (10 courses) of undergraduate studies afterwards, either as a special student or in another university program.

Example:

- 3-year BA + MTS
- 3-year BA + 1 year Certificate
- 3-year BA + 10 courses as a special student
- 3-year BA + Teacher Education Program / Bed

*What does not count?*

- Audited courses for which you did not receive course units.
- In some cases, college studies may count towards meeting the "120 course units". College courses will however not be counted towards meeting specific course prerequisites.



## **48 course units in Social Sciences, Arts or Health Sciences**

You need 16 three course-unit courses that fall within these categories. Science, Math, Engineering, Business and Administration courses do not meet the requirements. Health science includes studies of nursing, leisure, human kinetics, and nutrition sciences.

### **Specific Discipline Course Requirements**

Within these 48 course units in social sciences, arts or health sciences, you need to have studies in some specific fields: namely psychology, religion and sociology. Here are some helpful tips to determine what courses will be analyzed to fall within each of these disciplines.

Please note that courses completed at a Canadian college, CEGEP, or a non-recognized academic institution will not count towards any of these prerequisites. Note that you cannot use one course towards two different discipline; you must have 12 distinct courses. Six that count as psychology, two that count as sociology (etc), and four that count as religion.



## Psychology courses

Psychology courses must be taught by the School of Psychology of your Institution. The courses codes should start with PSY, PSYC, PSYCH, or something of that nature.

*Do counselling courses count?*

Counselling courses that study specific psychotherapy strategies (such as CBT) may count, but you must include the course outline for these courses with your application in order to have them analyzed by the Faculty.

*Do psychology courses that are taught outside the School of Psychology count?  
Example: SOC 1xxx Social Psychology*

You must include the course outline for these courses with your application in order to have them analyzed by the Faculty. We do accept some courses like this, but it is determined on a case-by-case basis.

All Saint Paul courses with IPAxxxx course codes will count towards the psychology requirement.





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## **Sociology, Social Work, or extra Psychology courses**

Courses that fall within this category:

- Courses offered by the School of Sociology of your Institution, and whose course codes starts with SOCI, SOC, or a similar iteration.
- Courses in social work
- Courses that pertain to addiction, counselling & intervention strategies
- Courses that meet our criteria for the psychology prerequisites (information listed under the 'psychology courses' section)
- Courses offered by Saint Paul University, and whose course codes starts with IGL.

*What about courses that do not meet any of the criteria above, but which are mostly sociology? Example: RELI 1xxx - Religion & Society*

You must include the course outline for these courses with your application in order to have them analyzed by the Faculty. We do accept some courses like this, but it is determined on a case-by-case basis.



## Theology courses

Any courses offered by a School of Theology, Religion or Religious Studies from a recognized university would be acceptable. The course codes should start with but are not limited to something like REL, RELI, SRS, THEO, THO

Courses from Saint Paul University:

Our Theology (THO\*\*\*\*) courses and mission studies (MIS\*\*\*\*) will count towards the theology/religion prerequisite. We will exceptionally also accept the following Saint Paul's courses towards the theology/religion prerequisite:

<b>HTP 1506   1106</b>	Premiers Peuples du Canada   The First Peoples of Canada
<b>IGL 3512   3112</b>	Dimensions spirituelles du leadership en accompagnement de groupes   The Spiritual Dimensions of Leadership and Group Facilitation
<b>IPA 2524   2124</b>	Thèmes particuliers en relations humaines et spiritualité I   Special Topics in Human Relations and Spirituality I
<b>IPA 3501   3101</b>	Psychologie de l'expérience spirituelle   Psychology of Spiritual Experience
<b>IPA 3522   3122</b>	Diversité culturelle et pluralisme religieux   Cultural Diversity and Religious Pluralism
<b>IPA 3524   3124</b>	Famille et spiritualité   Family and Spirituality
<b>IPA 4524   4124</b>	Thèmes particuliers en relations humaines et spiritualité II   Special Topics in Human Relations and Spirituality II
<b>PHI 3709   3309</b>	Éthique et religion   Ethics and Religion



## Frequently Asked Question

- **Do I need to complete all of these prerequisites before applying to the program?**
  - To have a competitive application, you should be on track to complete all of these prerequisites by April 31<sup>st</sup> of the year you are applying. All candidates will be required to complete all prerequisites before being allowed to begin the program. The admissions office reserves the right to withdraw offers from candidates who do not complete all prerequisites prior to program commencement.
- **Will work experience be considered in lieu of some of these prerequisites?**
  - Your work experience will be considered as part of your total application, but unfortunately, we will not exempt candidates from any of these prerequisites based on work experience.
- **I have done professional studies in one or more of these areas, or studies at a non-recognized institution. Will you count these?**
  - The courses need to be completed at a recognized university for them to count towards these minimum prerequisites. It is important to note, however, that your professional or non-recognized studies should be listed on your CV. These experiences are valuable, and contribute to the overall quality of your application.
- **I am missing some of the prerequisites, what do I do?**
  - You can complete the missing requirements at any recognized university. If you want to complete them at Saint Paul University, you can register as a special student. A special student is a student who is taking courses outside the scope of a program. To enrol in this capacity, you need to fill out the form found on this web page: [ustpaul.ca/form-special-student.php](http://ustpaul.ca/form-special-student.php)

Additional guidelines are available here: [ustpaul.ca/specialstudent](http://ustpaul.ca/specialstudent)

Please send the completed form to our registrar's office at [Registraire@ustpaul.ca](mailto:Registraire@ustpaul.ca), and we will be happy to help you with your course registration!

Search tool for courses offered: <https://ustpaul.ca/timetablesNewEn.php>





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- **What if, after reading this document, I still have a question about whether a specific course meets one of the requirements?**

- You can email the course code, institution name, and course outline to [admission@ustpaul.ca](mailto:admission@ustpaul.ca) with the follow subject line :

PREREQUISITE QUESTION | MA Counselling & Spirituality

One of our admissions agents will review it and provide you with counsel concerning whether or not the course is likely to be accepted by the Faculty.

- **Is there scholarships available? What are the requirements?**

- All candidates (Canadians, permanent residents and international students) with an average of 80.0% or higher who are studying full-time will receive a scholarship worth \$2,000 per session at the master's level.

Renewal criteria: be continuously registered full-time and submit an Ontario Graduate Scholarship (OGS) application each year.

***Please note that the guidance provided by our admissions agents is for planning purposes only, and is subject to change based on the Faculty's evaluation for the session and year that you submit your application to the program.***



## Appendix A: Self-assessment form

NAME \_\_\_\_\_

Student number (if applicable) \_\_\_\_\_

Prerequisite	Institution	Course code and/or title	Course units
Psychology			
Psychology			
Psychology			
Psychology			
Psychology			
Psychology			
Sociology/SWK/Intervention			
Sociology/SWK/Intervention			
Theology/Religion			
Theology/Religion			
Theology/Religion			
Theology/Religion			

Prerequisites complete?

Yes

No

Current cumulative average \_\_\_\_\_

*70% is the minimum required average for an admission*

*80% is the minimum required average for an admission scholarship*

Notes:
