

**Pre-Professional Graduate
Certificate Program
in
Marriage and Family Therapy**

**Program Handbook
2019 – 2020**



**UNIVERSITY OF
GEORGIA**

College of Education
College of Family and Consumer Sciences
School of Social Work

Revised April 15, 2019

MARRIAGE AND FAMILY THERAPY

PRE-PROFESSIONAL GRADUATE CERTIFICATE PROGRAM

The Pre-Professional Graduate Certificate Program in Marriage and Family Therapy (CMFT) is designed to provide an interdisciplinary program for graduate students interested in the applied field of marriage and family therapy. The program is for graduate students concurrently enrolled in a program at UGA, and where they can see clients in a clinical setting during their degree program. Completion of the requirements for the certificate program will provide a strong basis preparing the student to undertake further supervised clinical training in marriage and family therapy. The certificate program is not intended to provide all the training necessary to function as an independent professional nor to meet all the requirements for (a) state licensure as a marriage and family therapist or (b) clinical membership in the American Association for Marriage and Family Therapy. The certificate program attempts to meet the course requirements, but not the practicum requirements for licensure in Georgia. For a practicum to count towards licensure, the student must see couples and/or family clients under the supervision of a licensed professional for 500 client contact hours over 12 consecutive months. Even though we have applied our best efforts to structure the program's curriculum to meet Georgia's state requirements, it is the student's responsibility to stay abreast of the requirements for state licensure in Marriage and Family Therapy. The requirements are available on the Georgia Secretary of State's website: <http://sos.ga.gov/index.php/licensing/plb/43> in the [FAQ section](#).

The Certificate program involves three units of the University of Georgia: The College of Education, the College of Family and Consumer Sciences, and the School of Social Work. Graduate courses that may be used to fulfill requirements for the certificate program are offered in several units of the University of Georgia including the Department of Human Development and Family Science, the Department of Counseling and Human Development Services, the School of Social Work, the Department of Psychology, and the Department of Educational Psychology.

To be admitted, the student must be admitted to a department at the University of Georgia at the graduate level. The student must complete a practicum at a site with appropriate supervision approved by the student's department. The student submits an application for admission to the MFT certificate program after meeting with his/her department advisor to plan the program of study to fulfill the requirements of the certificate program. Courses in the certificate program may also apply to the degree program in the student's academic department, depending on departmental approval. Directions for applying to the program are included in this handbook.

For master's degree students, the certificate will be awarded upon completion of the certificate requirements and completion of the master's degree program in which the student is enrolled. For students already holding a master's degree, the certificate will be awarded at the end of the semester in which the certificate requirements are satisfied.

For further information concerning the certificate program, contact:

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Unit Coordinator

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College of Family and Consumer Sciences

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CMFT Program Coordinator

School of Social Work

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CMFT Program Graduate Assistant

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CURRICULUM

The certificate program requires a student to complete 21 hours of credit. These must include 15 hours of core courses and 6 hours of practicum. The core curriculum hours will be distributed as follows: 3 hours in Professional Studies; 6 hours in Couple and Family Studies; and 6 hours in Marriage and Family Therapy. Any of these courses may also be in partial completion of requirements in the graduate degree program of the student's department/school. Practicum hours will be completed through registration in the practicum programs of the student's department/school. UGA practicum is required. At least 6 hours of the core course hours must be taken outside of the student's department/school. This requirement is designed to reflect the interdisciplinary nature of the field of marriage and family therapy and this certificate program. Students are encouraged to take more than the minimum 6 hours of course work outside of their own department. Please note: the professional studies course ECHD/SOWK 7350 counts towards 3 of the 6 hours even if the course is taught in the student's own department. No more than 3 of the 15 hours may be taken in split graduate/undergraduate courses. A grade of "B" or better must be earned for a course to count toward completion of the certificate.

The course curriculum is as follows. Any graduate prerequisites are indicated in parentheses. These courses are subject to change. Check with certificate faculty to determine which courses are currently available.

CORE COURSES (15 hours) These courses are not necessarily offered every year. Check *Athena* to see course listing for a specific semester.

Professional Studies (3 hours)

- **ECHD/SOWK 7350:** Issues and Ethics in Marriage and Family Therapy (Alternately offered by SW and COE)

Couple and Family Studies (6 hours)

- **ECHD 8050:** Counseling Children and Adolescents
- **ECHD 8170:** Theories of Drug and Alcohol Abuse
- **ECHD 8380:** Optimal Experience, Adaptation and Aging 8380
- **HDFS 6100:** Theories and Issues in Human Development
- **HDFS 6630:** Theories of Family Relationships
- **HDFS 6640:** Issues in Family Relationships
- **SOWK 7114:** Foundation Social Work Practice with Individuals and Families
- **SOWK 7150:** Gerontological Social Work
- **SOWK 7170:** Professional Practice in Foster Care and Adoption
- **SOWK 7210:** Family Therapy
- **SOWK 7214:** Advanced Social Work Practice with Individuals*
- **SOWK 7270:** Child Abuse and Neglect
- **SOWK 7253:** Crisis Intervention

Marriage and Family Therapy (6 hours)

- **ECHD 8040:** Introduction to Play Therapy
- **ECHD 8130:** Expressive Arts and Play Media in Counseling
- **ECHD 8150:** Child and Family Counseling
- **HDFS 8050:** Mechanisms of Change in MFT
- **HDFS 8060:** Contemporary Models of Treatment across the Lifespan
- **HDFS 8070:** Sex Therapy and Couples Therapy
- **HDFS 8130:** Behavioral Medicine and Family Therapy
- **SOWK 7100:** Professional Practice in the Field of Intimate Partner Violence
- **SOWK 7116:** Social Work with Groups
- **SOWK 7160:** Direct Practice with African American Adults, Families, & Children
- **SOWK 7214:** Advanced Social Work Practice with Individuals*
- **SOWK 7240:** Assessment and Treatment of Trauma
- **SOWK 7280:** Clinical Practice with Children and Adolescents

*Please note: SOWK 7214 addresses advanced theory and practice with individuals within family systems and community environments. Topics will include assessing individuals within a family and community context using multiple theoretical orientations.

Practicum in Marriage and Family Therapy (6 hours)

Students will register for practicum in their own programs of graduate study. Most agencies require at least two consecutive semesters of time commitment for practicum. The certificate program requires at least a two-semester commitment. Students are encouraged to enroll in more than the minimum hours of practicum. An appropriate practicum must provide the student the opportunity to work with couples and family clients under faculty supervision. **Students whose practica allow opportunity for practice from a family systems perspective may earn the MFT certificate.** Students are urged to seek practicum sites that meet this requirement through her/his own department/school. **The hours accrued during practicum will not count towards MFT licensure unless supervised by an AAMFT approved supervisor.** Generally, certificate students who would like MFT licensure will need to complete supervised hours post-graduation.

Note: Please check State of Georgia requirements for MFT Licensure if you are interested in seeking licensure as an MFT via the certificate program (Chapter 135-5-.06). This information is available at: <http://rules.sos.ga.gov/gac/135-5-.05>

Practicum course numbers:

- **HDFS 9070:** Practicum in Marriage and Family Therapy (PRQ: POD)
- **ECHD 7700:** Individual Counseling Practicum (PRQ: ECHD 7040 & POD)
- **ECHD 7850:** Internship in School Counseling (PRQ: ECHD 7700 or POD)
- **ECHD 7860:** Internship in Community Counseling (PRQ: ECHD 7700 or POD)
- **ECHD 9760:** Advanced Counseling Psychology Practicum
- **SOWK 7225:** Advanced Social Work Field Education (PRQ: SOWK 7125)

Faculty

College of Education

- Georgia B. Calhoun, Ph.D.
- **Brian A. Glaser, Ph.D.***
- Jolie Daigle, Ph.D.

College of Family and Consumer Sciences

- Maria Burmudéz, Ph.D.
- **Jerry Gale, Ph.D.***
- Desiree Seponski, Ph.D.

School of Social Work

- Rosalyn Campbell, Ph.D.
- Jennifer Elkins, Ph.D.
- **Michael Robinson, Ph.D.****
- Kate Morrissey Stahl, Ph.D.

Emeritus Faculty

- Jerold Bozarth, Ph.D.
- George Gazda, Ed.D.
- Arthur M. Horne, Ph.D.
- Allie C. Kilpatrick, Ph.D.
- David Kurtz, Ph.D.
- James Pippin, Ed.D.
- Sharon Price, Ph.D.
- John C. Dagley, Ph.D.

Adjunct Clinical Faculty

- Tom Camp, M.Div., MS Samaritan Counseling Center, Athens
- Teddy Kemp, M.S.W., Family Counseling Services, Athens
- Donald Randall, Jr., M. Div., Ph.D., Private Practice, Athens
- Joe Scalise, Ed.D., Private Practice, Athens
- Ron Weeks, M.S.W., The Family Project, Inc., Gainesville

*Executive Committee (Unit Coordinators)

** CMFT Program Coordinator (also Unit Coordinator)

Procedures for Applying to MFT Certificate Program

1. Apply to, gain admission to, and enroll in a graduate degree program at the University of Georgia.
2. Discuss your interest in the interdisciplinary certificate program in Marriage and Family Therapy with your regular academic advisor in your department.
3. Set your appointment with the CMFT Program Unit Coordinator in your department/school to discuss your interests. See previous page for list of Coordinators.
4. Identify an appropriate practicum site and discuss the opportunities for placement with your advisor, the Unit Coordinator, and the director of the practicum facility. It is imperative that opportunities exist for you to work with couples and families in your practicum under the supervision of someone trained in Marriage and Family Therapy **if you want to use these hours to count for licensure as a marriage and family therapist**. A facility which typically has a caseload of only individuals seeking therapeutic assistance would not provide you the opportunity to receive supervised experience credit hours of practicum required for licensure in MFT. It is important to note that most approved practicum sites require evidence of sufficient therapeutic competency to warrant assignment of a couple or family.
5. In consultation with your advisor and/or the Unit Coordinator plan your curriculum to meet your degree requirements and the certificate program requirements.
6. Complete the “Application for Admission to the MFT Certificate Program” form. A blank form is in this handbook.
7. Submit the “Application for Admission to the MFT Certificate” form to the MFT Certificate Program at CMFT@uga.edu.
8. The MFT Certificate Program will communicate your decision to you via email. If admitted, you will be added to the MFT email list and receive important MFT certificate information, timelines, and course information.
9. Once you are admitted to the MFT certificate program you should start pursuing the MFT certificate coursework you discussed with your regular advisor and your MFT Unit Coordinator.

Note:

- Application to the program should take place relatively early in your degree program to ensure appropriate curriculum planning. In Social Work, the application must be submitted by January 15 of the year preceding Concentration practicum. Advanced Standing students must submit the application by August 30.

Checklist for Applying for Admission to the Marriage and Family Therapy Certificate Program

- Gain admission to the University of Georgia Graduate School.
- Enroll in a graduate degree in one of the eligible departments.
- Meet with your regular advisor and the MFT Unit Coordinator in your department to discuss the certificate, practicum opportunities, and where the certificate coursework would fit into your regular degree requirements.
- Complete the “Application for Admission to the MFT Certificate Program” form.
- Submit the “Application for Admission to the MFT Certificate” form to the MFT program coordinator at CMFT@uga.edu.

Checklist for certifying completion of the Marriage and Family Therapy Certificate Program

- Complete all four pages of the “MFT Certificate Completion Form”
 - Page 1: Student Information Form
 - Page 2: Program of Study Form
 - Page 3: Advisor and Unit Coordinator Approval Form
 - Page 4: Practicum/Internship Completion Form
- Check that Program of Study form is correct before submission
 - Includes all course names and numbers
 - Includes only courses taken within last five years
 - Includes only courses taken or to be taken at the University of Georgia unless approved by CMFT Executive Committee
 - Includes six hours outside the student’s own department or school. The professional studies core course counts towards 3 of the 6 hours even if the course is taught in the student's own department.
 - Includes attachment of unofficial transcript showing coursework and grades
- Submit all four pages of the MFT Certificate Completion Form via email to the MFT program coordinator at CMFT@uga.edu one month prior to graduation. The program coordinator will approve the awarding of the certificate if all requirements are completed and signatures are included. The program coordinator will contact the student if the certificate cannot be approved due to missing or incorrect information or signatures.
- The MFT graduate assistant will create the certificate and mail it to the student at the address listed on the “Student Information Form.” For master’s degree students, the certificate will be awarded upon completion of the certificate requirements and completion of the master’s degree program in which the student is enrolled. For students already holding a master’s degree, the certificate will be awarded at the end of the semester in which the certificate requirements are satisfied.

Application for Admission to the MFT Certificate Program

All students who wish to earn the Pre-Professional Graduate Certificate in Marriage and Family Therapy must complete this application to be admitted to the certificate program. Please review the application directions and checklist in the MFT Certificate Program handbook prior to submitting this application. Submit this application via email to the MFT Program Coordinator at CMFT@uga.edu.

Name: _____

Student ID (81x): _____

Department: _____

College/School: _____

UGA Campus: _____

Address: _____

Phone Number: _____

UGA Email: _____

Personal email: _____

(Personal non-UGA email is used for post-graduation communication about mailing the MFT certificate.)

I have been admitted to the University of Georgia Graduate School as:

A prospective candidate for the _____ degree in _____

Expected graduation date (month/year): _____

Deadlines:

- For all applicants, submit the application as soon as possible to start receiving important MFT certificate program information.
- Submit application by January 15 to qualify for MFT Institute funding and scholarships.
- For social work students, submit this application by January 15 to be considered for an MFT Concentration placement the following year. (August 30 for advanced standing students.)

By signing this form, I indicate that I plan to complete the curriculum requirements for the Marriage and Family Therapy Certificate and that I understand I am responsible for reviewing all policies and procedures in the MFT certificate handbook.

Applicant's Signature/Date: _____

MFT Certificate Completion Form
Page 1: Student Information Form

All students who wish to certify the completion of the requirements for the Pre-Professional Graduate Certificate in Marriage and Family Therapy and receive a Certificate must complete all four pages of the MFT Certificate Completion Form. Please review form directions and checklist in the MFT Certificate Program handbook prior to submitting these forms.

Name: _____

Student ID (81x): _____

Department: _____

College/School: _____

UGA Campus: _____

Phone Number: _____

UGA Email: _____

Personal email: _____

(Personal non-UGA email is used for post-graduation communication about mailing the MFT certificate.)

I am a candidate for the _____ degree in _____

Expected graduation date (month/year): _____

The address to which the certificate should be mailed:

MFT Certificate Completion Form

Page 2: Program of Study Form

List the courses you have completed that will satisfy the requirements for the Pre-Professional Graduate Certificate in Marriage and Family Therapy. Please review the directions and checklist in the MFT Certificate Program handbook prior to submitting these forms. Some courses will not be offered in any given academic year, in which case another approved course will need to be substituted. The hours accrued during practicum will not count towards MFT Licensure unless supervised by an AAMFT approved supervisor.

<u>Course Number</u>	<u>Semester Hours</u>	<u>Title</u>	<u>Semester/Grade</u>
Professional Studies (3 hours)			
_____	_____	_____	_____
Couple & Family Studies (6 hours)			
_____	_____	_____	_____
_____	_____	_____	_____
Marriage and Family Therapy (6 hours)			
_____	_____	_____	_____
_____	_____	_____	_____

Indicate with an * the two courses to be taken outside your school/department.

Practicum in Marriage and Family Therapy (6 hours)			
_____	_____	_____	_____
_____	_____	_____	_____

Signatures

Major Professor/ Advisor:	_____	_____	_____
	Printed Name	Signature	Date

MFT Unit Coordinator:	_____	_____	_____
	Printed Name	Signature	Date

Students: Do not complete this section. The CMFT Program Coordinator will sign after reviewing all four pages of your MFT Completion Form.

CMFT Program Coordinator:	_____	_____	_____
	Printed Name	Signature	Date

MFT Certificate Completion Form

Page 3: Advisor and Unit Coordinator Approval Form

Directions: Bring all four pages of the MFT Certificate Completion Form and your unofficial transcript to your department advisor and Unit Coordinator.

Student Name: _____

Student ID (81x): _____

I have reviewed the MFT Certificate Completion Form for this student and can certify that the student has completed all requirements for the MFT Certificate.

All courses listed on the program of study were completed

OR

The following acceptable substitutions were made:

The six hours of practicum have been completed and the practicum completion forms are on file.

Signatures

Major Professor/ Advisor:	_____	_____	_____
	Printed Name	Signature	Date

MFT Unit Coordinator:	_____	_____	_____
	Printed Name	Signature	Date

MFT Certificate Completion Form
Page 4: Practicum/Internship Completion Form

Student Name: _____

Student ID (81x): _____

Instructor Name: _____

Practicum/Intern Location: _____

Primary Supervisor Name: _____

Course Number of Prac/Intern: _____

Number of Credits: _____

Dates of Prac/Intern (To/From): _____

Types of Clients Seen
(Description of Population): _____

Describe forms of clinical intervention with families:

I certify that the student named above has applied a family systems theoretical perspective in his/her practicum/internship work with me.

Field Supervisor: _____

Printed Name

Signature

Date

This student has successfully completed this practicum/internship in marriage and family therapy.

Faculty Liaison: _____

Printed Name

Signature

Date