



**EXECUTIVE COUNSELLING & TRAINING ACADEMY**

# Master of Social Science (Professional Counselling)

3 Stages  
2 year programme



Degrees Accredited  
and Awarded by:



Organised and  
Presented by:



Strategic Partners:



Mount Elizabeth™  
A PARKWAYHEALTH HOSPITAL



Parkway College

## VISION

The vision of ECTA is to become the leader in providing professional counselling training of the highest standards available to Singapore and the Asian region.

## MISSION

To develop people for meaningful careers in the counselling service. As an academy, we want to play an instrumental role in developing adult learners' counselling capabilities and people competencies, critical to the counselling profession.

## CORE VALUES: **P.R.I.D.E.**

### **P**rofessionalism

Committing to being consistent and conscientious at all times.

### **R**esilience

Embracing change and being adaptable to varied situations.

### **I**ntegrity

Committing to being honest and straightforward in all interactions.

### **D**edication

Adhering to duty of care for both self and others.

### **E**thics

Being upright and adhering to the counselling profession's code of ethics.



**EXECUTIVE COUNSELLING & TRAINING ACADEMY**

# **Graduate Certificate of Social Science (Professional Counselling)**

- ✓ **Accredited and awarded by Swinburne University of Technology**
- ✓ **Organised and presented by Executive Counselling & Training Academy in partnership with Mount Elizabeth Hospital and Parkway College (Singapore)**

## **INTRODUCTION**

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The Graduate Certificate of Social Science (Professional Counselling) is a 6-month programme consisting of 4 subject units totalling 182 contact hours.

## **COURSE AIMS**

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The Graduate Certificate of Social Science (Professional Counselling) is designed to provide counselling practice and training for professionals involved in mental health and social services as well as those in fields where counselling skills play a primary occupational role.

The course offers a broad approach to counselling with an introduction to practical counselling skills and the processes of counselling. It also provides opportunities for skills acquisition and application. The course is practical in nature and is tailored to help the counselling intern develop an awareness of self and to obtain a well-articulated understanding of the stages of counselling.

## **COURSE OBJECTIVES**

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By the end of the course, the counselling intern will be able to:

- (i) gain an understanding of the major counselling approaches;
- (ii) use counselling processes and interventions;
- (iii) develop generic helping skills to manage counselling cases;
- (iv) be aware of professional counselling ethics; and
- (v) grow with individual and group supervision as well as personal therapy.

## **TEACHING METHODOLOGY**

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Counselling interns will develop and enhance their counselling skills through an integrated approach based on lectures, role-plays, videotape viewing, small group discussions and clinical supervision.

## **COURSE FEES**

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The Course fees and Administrative fees cover Swinburne University of Technology (SUT) online journal, course fees, material fees, individual and group supervision, practicum attachment, professional indemnity, industry wide course fee protection insurance and graduation in Singapore. For Graduate Certificate of Social Science (Professional Counselling), personal counselling fees are included.

A non-refundable application fee of S\$150.00 (excluding GST) is payable upon submission of "Application Form for Admission" to Swinburne University of technology (SUT). The course fees are payable in 3 instalments.

Course Fees	S\$6,400.00
Application Fees (non-refundable)	S\$ 150.00
Administrative Fees	S\$ 680.00
Practicum Administrative Fees	S\$ 150.00
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Total without GST	S\$7,380.00
Total with GST	S\$7,896.60

(All fees stated above are subject to revision)

## **CERTIFICATE AWARDED**

Counselling interns who successfully complete the 6-month programme will be awarded the Graduate Certificate of Social Science (Professional Counselling).

## **ENTRY REQUIREMENTS**

Applicants should possess a recognised degree, diploma or appropriate professional qualifications (in areas such as psychology, social work, medicine, nursing or education) or have completed a recognised counselling training at certificate level or have appropriate in-service training in a related discipline. All applicants should demonstrate appropriate motivation and commitment to pursue the course and provide evidence of appropriate opportunities for counselling practice and supervision.

All applicants will be assessed for suitability through:

- (i) an interview;
- (ii) submission of an essay of 200 words on why they have chosen to develop their counselling competencies ; and
- (iii) submission of one character reference (the referee should have a good knowledge of the applicant's quality of work and personal suitability for the counselling programme).

Exemptions will be granted where an equivalent postgraduate level subject has been successfully completed at a recognised tertiary institution during the last five years. Recognition of prior learning will be granted where an applicant provides supporting documentary evidence of relevant work experience in the last five years.

No exemptions will be granted after the applicant has received the "Letter of Offer" from Swinburne University of Technology.



## COURSE STRUCTURE

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Graduate Certificate of Social Science (Professional Counselling) interns are required to successfully complete 50 credit points.

### SUBJECT CODE

#### **PSC60013**

Theories and Foundations of Counselling (12.5 C.P.)

#### **PSC60014**

Counselling Processes and Interventions (12.5 C.P.)

#### **PSC60012**

Specific Skills in Counselling (12.5 C.P.)

#### **PSC60011**

Professional Ethics and Supervision (12.5 C.P.)

### COUNSELLING PATH (STAGE 1)

The Master of Social Science (Professional Counselling) is a 1000-hour / 24-month programme that spans 3 stages:

#### STAGE 1

Graduate Certificate of Social Science  
(Professional Counselling)

50 CREDIT POINTS CONTACT HOURS (182)

Lectures	90
Case Management	28
Group Supervision	6
Individual Supervision	5
Counselling Direct Contact Hours	10
Personal Counselling	3
Related Counselling Activities	10
Personal Journal	30
6 months	



**EXECUTIVE COUNSELLING & TRAINING ACADEMY**

# **Graduate Diploma of Social Science (Professional Counselling)**

- ✓ **Accredited and awarded by Swinburne University of Technology**
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## **INTRODUCTION**

The Graduate Diploma of Social Science (Professional Counselling) is a 12-months programme consisting of 8 subjects totalling 432 hours. It incorporates the Graduate Certificate of Social Science (Professional Counselling) (6 months)

## **COURSE AIMS**

The Graduate Diploma of Social Science (Professional Counselling) is designed to develop counselling competencies and provide training for professionals who seek to incorporate advanced counselling skills in their primary occupational role. The aim is to equip our interns with the knowledge skills and dispositions to establish and maintain an effective alliance, with their clients in order to assist them to work through issues and concerns towards making effective changes.

The course will introduce our interns to the major theoretical principles and develop in them an understanding on how these various interventions can be applied in counselling settings. Interns will also learn to competently apply research methodology in a multi-cultural setting. The course is intended to prepare interns for professional practice as a counsellor in a range of human service organisation.

## **COURSE OBJECTIVES**

By the end of the course, the counselling intern will be able to:

- (i) gain a deeper understanding of the major theoretical approaches;
- (ii) examine professional ethics;
- (iii) undertake research into cross-cultural issues; and
- (iv) develop the knowledge and competencies to manage counselling issues and interventions.

## **TEACHING METHODOLOGY**

Counselling interns will develop and enhance their counselling skills through an integrated approach based on lectures, role-plays, video viewing, small group discussions clinical supervision and counselling facilities experience.

## **COURSE FEES AND ADMINISTRATIVE FEES**

The Course fees and Administrative fees cover Swinburne University of Technology (SUT) online journal, course fees, material fees, individual and group supervision, practicum attachment, professional indemnity, industry wide course fee protection insurance and graduation in Singapore.

A non-refundable application fee of S\$150.00 (excluding GST) is payable upon submission of "Application Form for Admission" to Swinburne University of Technology (SUT). The course fees are payable in 3 instalments.

Course Fees	S\$7,700.00
Application Fees (non-refundable)	S\$ 150.00
Administrative Fees	S\$1,150.00
Practicum Administrative Fees	S\$ 150.00
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Total without GST	S\$9,150.00
Total with GST	S\$9,790.50

(All fees stated above are subjected to revision)



## **CERTIFICATE AWARDED**

Counselling interns who successfully complete the 6-month programme will be awarded with a Graduate Diploma of Social Science (Professional Counselling).

## **ENTRY REQUIREMENTS**

Applicants should possess a recognised degree, diploma or appropriate professional qualifications (in areas such as psychology, social work, medicine, nursing or education) or have completed a recognised counselling training at certificate level or appropriate in-service training in a related discipline. All applicants should demonstrate appropriate motivation and commitment to pursue the course and provide evidence of appropriate opportunities for counselling practice and supervision.

All applicants will be assessed for suitability through:

- (i) an interview;
- (ii) submission of an essay of 200 words on why they have chosen to develop their counselling competencies; and
- (iii) submission of one character reference (the referee should have good knowledge on the applicant's quality of work and personal suitability for the counselling programme).

Exemptions will be granted where an equivalent postgraduate level subject has been successfully completed at a recognised tertiary institution during the last five years. Recognition of prior learning will be granted where an applicant provides supporting documentary evidence of relevant work experience in the last five years.

No exemptions will be granted after the applicant has received the "Letter of offer" from Swinburne University of Technology.



## COURSE STRUCTURE

Graduate Diploma of Social Science (Professional Counselling) interns are required to successfully complete 100 credit points. (50 credit points from Graduate Certificate & 50 credit points from Graduate Diploma)

### SUBJECT CODE

#### PSC70015

Specific Approaches to Counselling  
(12.5 C.P.)

#### PSC70017

Advanced Interventions in  
Counselling and Group Processes  
(12.5 C.P.)

#### PSC70002

Assessment and Treatment of Psychological  
Disorders (12.5 C.P.)

#### PSC70009

Counselling Research Processes  
(12.5 C.P.)

### COUNSELLING PATH (STAGE 2)

The Master of Social Science (Professional Counselling) is a 1000-hour / 24-month programme that spans 3 stages:

#### STAGE 1

Graduate Certificate of Social Science  
(Professional Counselling)

50 CREDIT POINTS CONTACT HOURS (182)

Lectures	90
Case Management	28
Group Supervision	6
Individual Supervision	5
Counselling Direct Contact Hours	10
Personal Counselling	3
Related Counselling Activities	10
Personal Journal	30
6 months	

#### STAGE 2

Graduate Diploma of Social Science  
(Professional Counselling)

50 CREDIT POINTS CONTACT HOURS (250)

Lectures	125
Case Management	30
Group Supervision	9
Individual Supervision	6
Counselling Direct Contact Hours	30
-	-
Related Counselling Activities & Counselling Facilities: Experience	24
Personal Journal	26
6 months	



EXECUTIVE COUNSELLING & TRAINING ACADEMY

# Master of Social Science (Professional Counselling)

- ✓ Accredited and awarded by Swinburne University of Technology
- ✓ Organised and presented by Executive Counselling & Training Academy in partnership with Mount Elizabeth Hospital and Parkway College (Singapore)
- ✓ Recognised by Singapore Association for Counselling (SAC)
- ✓ Recognised by Australian Counselling Association (ACA)

## INTRODUCTION

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The Master of Social Science (Professional Counselling) is a 24-months programme. It incorporates the Graduate Diploma of Social Science (Professional Counselling) and Graduate Certificate of Social Science (Professional Counselling).

## COURSE AIMS

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The Master of Social Science (Professional Counselling) is jointly offered by the Swinburne University of Technology and the Executive Counselling and Training Academy. The programme is specifically designed to deepen counselling knowledge mastery and heighten skills-performance. Apart from keeping abreast of new and emerging counselling theories, our interns will have ample opportunities to explore and analyse advanced intervention models and approaches and apply them in various authentic counselling settings.

The Master of Social Science (Professional Counselling) programme is taught and facilitated by academics with extensive clinical and field experience, and is awarded by the Swinburne University of Technology. The programme which can be completed 24 months provides a professional qualification and is suitable for professionals involved in human resources, health, social services, and education. Professionals who are keen to enhance their communication and listening skills as well as hone further their skills in helping others to grow, will learn to transform their natural talents, abilities and inclinations towards a rewarding professional career.

An integral component of the programme is its 1000 contact hours, which include 492 lecture contact hours; 23 hours of individual supervision; 39 hours of group supervision; and 100 hours of client counselling during practicum placements.

Other features of the course outside of these contact hours include counselling-related learning, such as clinical experiences at Mount Elizabeth Hospital, observations and

activities at Child Guidance Clinic, Institute of Mental Health, Family Service Centres, case note documentation, attendance at conferences and meetings as well as participation in discussions on case management with families, educators, social workers, doctors, psychiatrists and other professionals involved in mental health.

The main objectives of the programme are to ensure the acquisition of an advanced level of knowledge of key counselling approaches; and the development of critical competencies for immediate application in counselling practice.

## TEACHING METHODOLOGY

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Counselling interns will develop and enhance their counselling skills through an integrated approach based on lectures, role-plays, video viewing, small group discussions and clinical supervision.

## COURSE FEES AND ADMINISTRATIVE FEES

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The Course fees and Administrative fees cover Swinburne University of Technology (SUT) online journal, course fees, material fees, individual and group supervision, practicum attachment, professional indemnity, industry wide course fee protection insurance and graduation in Singapore.

A non-refundable application fee of S\$150.00 (excluding GST) is payable upon submission of "Application Form for Admission" to Swinburne University of Technology (SUT). The course fees are payable in 6 instalments.

Course Fees	S\$15,600.00
Application Fees (non-refundable)	S\$ 150.00
Administrative Fees	S\$ 1,150.00
Practicum Administrative Fees	S\$ 150.00
<b>Total without GST</b>	<b>S\$17,050.00</b>
<b>Total with GST</b>	<b>S\$18,243.50</b>

(All fees stated above are subject to revision.)

## **CERTIFICATE AWARDED**

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Counselling interns who successfully complete the programme will be awarded the prestigious Master of Social Science (Professional Counselling) degree from the Swinburne University of Technology, which is equivalent to that awarded to on-campus graduates of the Swinburne University of Technology.

Graduation ceremonies are held in Singapore. Graduates who wish to graduate in Melbourne, Australia will have to bear the expenses for travel accommodation and all other related expenses.

## **ENTRY REQUIREMENTS**

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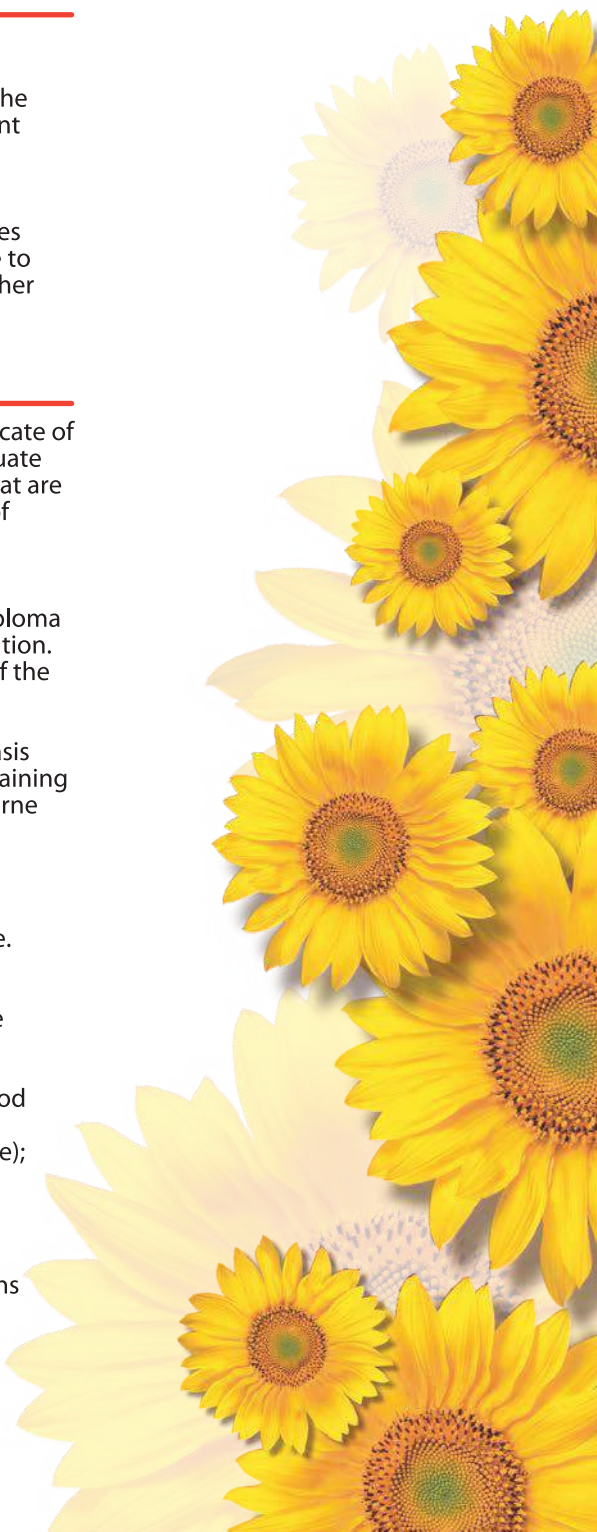
This programme is an extension of the Graduate Certificate of Social Science (Professional Counselling) and the Graduate Diploma of Social Science (Professional Counselling) that are accredited and awarded by the Swinburne University of Technology.

Applicants may be accepted directly into the Master programme if they have completed a Postgraduate Diploma in Counselling from the recognised university or institution. Exemption may be granted up to a maximum of 50% of the nested suite of courses.

The above criteria will be assessed on a case-to-case basis and will be subject to the Executive Counselling and Training Academy's Board decision and approval by the Swinburne University of Technology.

Selection is based on an interview and the applicant's aptitude for the programme as determined by personal suitability academic qualifications and work experience. Each applicant will be expected to provide:

- (i) evidence of a high standard of performance at the Graduate Diploma level;
- (ii) one character referee (the referee should have good knowledge on the applicant's quality of work and personal suitability for the counselling programme);
- (iii) evidence of appropriate supervised counselling experience; and
- (iv) a written statement of 200 words of his/her reasons for wanting to develop his/her counselling competencies.



## COURSE STRUCTURE

Master of Social Science (Professional Counselling) interns are required to successfully complete 200 credit points. (50 credit points from Graduate Certificate, 50 credit points from Graduate Diploma & 100 credit points from Master)

### SUBJECT CODE

#### PSC80010

Advanced Counselling Theories (25 C.P.)

#### PSC80011

Professional Practice & Counselling Settings (25 C.P.)

#### PSC80004

Advanced Counselling Placement (25 C.P.)

### ELECTIVES

#### PSC80012

Advanced Training in Cognitive Behavioural Interventions (25 C.P.)

#### PSC80005

Advanced Training in Family Therapy Interventions (25 C.P.)

### COUNSELLING PATH (STAGE 3)

The Master of Social Science (Professional Counselling) is a 1000-hour / 24-month programme that spans 3 stages:

STAGE 1 Graduate Certificate of Social Science (Professional Counselling)		STAGE 2 Graduate Diploma of Social Science (Professional Counselling)		STAGE 3 Master of Social Science (Professional Counselling)		TOTAL
50 CREDIT POINTS CONTACT HOURS (182)		50 CREDIT POINTS CONTACT HOURS (250)		100 CREDIT POINTS CONTACT HOURS (568)		200 C.P. 1000 hrs
Lectures	90	Lectures	125	Lectures	277	492
Case Management	28	Case Management	30	Case Management	100	158
Group Supervision	6	Group Supervision	9	Group Dynamics & Interventions	24	39
Individual Supervision	5	Individual Supervision	6	Individual Supervision	12	23
Counselling Direct Contact Hours	10	Counselling Direct Contact Hours	30	Counselling Direct Contact Hours	60	100
Personal Counselling	3	-	-	-	-	3
Related Counselling Activities	10	Related Counselling Activities & Counselling Facilities: Experience	24	Related Counselling Activities & Counselling Facilities: Experience	47	81
Personal Journal	30	Personal Journal	26	Personal Journal	48	104
6 months		6 months		12 months		24 months



## THE **SUNFLOWER** ICON

### “**Hope, Healing and Restoration**”

**Hope:** ECTA aspires to instil hope to its students, providing them an opportunity to fulfil their dreams and passion. Through the training offered, students and graduates in return instil hope in their clients.

**Healing:** The education process that is offered at ECTA enable students to heal old wounds; this process equips students to experience the healing power from within and to enable their clients a similar experience in their counselling sessions.

**Restoration:** In order to achieve better well-being, ECTA believes that restoration to one’s physical, spiritual, psychological and emotional well-being is the key for holistic growth.

Sunflowers are viewed as a symbol of loyalty and constancy. It is always standing tall and facing the sun. No matter where they are planted, sunflowers turn toward the sun. Their heads literally follow the sun across the sky and when the sun sets, it droops only to look up again the next day to follow the sun. Its petals have been said to resemble the rays of the sun which evokes feelings of warmth and happiness. In addition, the sunflowers’ unique ability to provide energy in a similar form as the sun – nourishment and vibrancy parallels very closely to what counsellors do – provide positive energy in the form of hope, healing and restoration.



### **Our new premises**

210 Middle Road  
#07-02 Singapore Pools Building  
Singapore 188994

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## Executive Counselling & Training Academy Pte Ltd

### ADDRESS

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## Swinburne University of Technology

**W** [www.swin.edu.au](http://www.swin.edu.au)

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