COUNSELLING TRACK

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

**STAGE 1**
Graduate Certificate of Social Science in Professional Counselling
50 Credit Points

- 50 CREDIT POINTS
- CONTACT HOURS (180)
  - Lectures 87
  - Case Management 26
  - Group Supervision 9
  - Individual Supervision 5
  - Counselling Direct 8
  - Contact Hours 3
  - Related Counselling Activities 10
  - Personal Journal 24
  - Attachment to Clinical Facilities 6

6 months

**STAGE 2**
Graduate Diploma of Social Science in Professional Counselling
50 Credit Points

- 50 CREDIT POINTS
- CONTACT HOURS (250)
  - Lectures 125
  - Case Management 30
  - Group Supervision 9
  - Individual Supervision 6
  - Counselling Direct 30
  - Contact Hours 20
  - Related Counselling Activities 20
  - Personal Journal 24
  - Attachment to Clinical Facilities 6

6 months

**STAGE 3**
Master of Social Science in Professional Counselling
100 Credit Points

- 100 CREDIT POINTS
- CONTACT HOURS (570)
  - Lectures 277
  - Case Management 100
  - Group Supervision 24
  - Individual Supervision 12
  - Counselling Direct 72
  - Contact Hours 40
  - Related Counselling Activities 40
  - Personal Journal 40
  - Attachment to Clinical Facilities 7

12 months

**TOTAL**

- 200 C.P.
- 1000 hrs
- 489 hrs
- 156 hrs
- 42 hrs
- 23 hrs
- 110 hrs
- 3 hrs
- 70 hrs
- 88 hrs
- 19 hrs

6 months
6 months
12 months
24 months
STAGE 1:
GRADUATE CERTIFICATE OF SOCIAL SCIENCE IN PROFESSIONAL COUNSELLING
A 6-month programme, consisting of 4 subjects and totalling “180” contact hours
Total Credit Points: 50.0

COURSE STRUCTURE

<table>
<thead>
<tr>
<th>Subject Code</th>
<th>Course Description</th>
<th>Credit Points (CP)</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAYS410</td>
<td>Theories and Foundations of Counselling</td>
<td>12.5</td>
</tr>
<tr>
<td>HAYS411</td>
<td>Counselling Processes and Interventions</td>
<td>12.5</td>
</tr>
<tr>
<td>HAYS412</td>
<td>Specific Skills in Counselling</td>
<td>12.5</td>
</tr>
<tr>
<td>HAYS413</td>
<td>Professional Ethics and Supervision</td>
<td>12.5</td>
</tr>
</tbody>
</table>

Awarded with a Graduate Certificate of Social Science in Professional Counselling (CP: 50.0)
Duration: 6 months

CONTACT HOURS (180 Hours)

<table>
<thead>
<tr>
<th>Activity</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lectures</td>
<td>87</td>
</tr>
<tr>
<td>Case Management</td>
<td>26</td>
</tr>
<tr>
<td>Group Supervision</td>
<td>9</td>
</tr>
<tr>
<td>Individual Supervision</td>
<td>5</td>
</tr>
<tr>
<td>Counselling Direct Contact</td>
<td>8</td>
</tr>
<tr>
<td>Personal Therapy</td>
<td>3</td>
</tr>
<tr>
<td>Related Counselling Activities</td>
<td>10</td>
</tr>
<tr>
<td>Personal Journal</td>
<td>24</td>
</tr>
<tr>
<td>Attachment to Clinical Facilities</td>
<td>6</td>
</tr>
</tbody>
</table>

ENTRY REQUIREMENTS

Applicants should possess a recognised degree, diploma or appropriate professional qualification (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 for participation in the course and supply evidence of appropriate opportunities for counselling practice and supervision.

All applicants will be assessed for suitability through an interview, submission of an essay of 200 words on why they are choosing to develop their counselling theories and skills, and submission of one character reference (the referee should have good knowledge of the applicant’s work).

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

COURSE FEES (6-Month programme)

S$5,885.00 inclusive of Swinburne University registration and online journal, tuition fees, study materials, individual and group supervisions, personal therapy, professional indemnity and graduation (in Singapore). The fees do not include Counselling Related Activities.

Course fees are payable either in full or in 2 instalments.

A registration and administrative fee is payable when you submit your application for the Graduate Certificate of Social Science in Professional Counselling.

Applicants who possess a degree or post-graduate degree will be enrolled into the Master of Social Science in Professional Counselling.
STAGE 2:
GRADUATE DIPLOMA OF SOCIAL SCIENCE IN PROFESSIONAL COUNSELLING
A 6-month programme, consisting of 4 subjects and totalling “250” contact hours
Total Credit Points: 50.0

COURSE PROGRESSION

Completed Graduate Certificate of Social Science in Professional Counselling → 50.0
Duration: 6 months

Subject Code. HAYS420: Specific Approaches to Counselling 12.5
Subject Code. HAYS421: Advanced Interventions in Counselling and Group Processes 12.5
Subject Code. HAYS422: Assessment and Treatment of Psychological Disorders 12.5
Subject Code. HAYS423: Counselling Research Processes 12.5

Awarded with a Graduate Diploma of Social Science in Professional Counselling (CP: 100.0)
Duration: 6 months

CONTACT HOURS (250 Hours) FOR STAGE 2 OF THE COUNSELLING TRACK

Lectures 125
Case Management 30
Group Supervision 9
Individual Supervision 6
Counselling Direct Contact Hours 30
Related Counselling Activities 20
Personal Journal 24
Attachment to Clinical Facilities 6

ENTRY REQUIREMENTS

Applicants should possess a recognised degree, diploma or appropriate professional qualification (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 for participation in the course and supply evidence of appropriate opportunities for counselling practice and supervision.

All applicants will be assessed for suitability through an interview, submission of an essay of 200 words on why they are choosing to develop their counselling theories and skills. Applicants should submit one character reference (the referee should have good knowledge of the applicant’s work).

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

COURSE FEES (6-Month programme)

S$6,420.00 inclusive of Swinburne University registration and online journal, tuition fees, study materials, examination fees, individual and group supervisions, professional indemnity and graduation (in Singapore). The fees do not include Counselling Related Activities.

Course fees are payable either in full or in 2 instalments.

A registration and administrative fee is payable when you submit your application for the Graduate Diploma of Social Science in Professional Counselling.

Applicants who possess a degree or post-graduate degree will be enrolled into the Master of Social Science in Professional Counselling.
**STAGE 3: MASTER OF SOCIAL SCIENCE IN PROFESSIONAL COUNSELLING**
A 12-month programme, consisting of 4 subjects and totalling “570” contact hours
Total Credit Points: 100.0

**COURSE PROGRESSION**

<table>
<thead>
<tr>
<th>Completed Graduate Certificate of Social Science in Professional Counselling</th>
<th>50.0</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duration: 6 months</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Completed Graduate Diploma of Social Science in Professional Counselling</th>
<th>50.0</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duration: 6 months</td>
<td></td>
</tr>
</tbody>
</table>

- **Subject Code. HAYS510:** Advanced Counselling Theories 25.0
- **Subject Code. HAYS511:** Professional Practice & Counselling Settings 25.0
- **Subject Code. HAYS512:** Advanced Counselling Placement 25.0
- **Electives**
  - **Subject Code. HAYS513:** Advanced Training in Cognitive Behavioural Interventions 25.0
  - **Subject Code. HAYS514:** Advanced Training in Family Therapy Interventions 25.0

**Awarded with a Master of Social Science in Professional Counselling (CP: 100.0)**
Duration: 12 months

**CONTACT HOURS (570 Hours) FOR STAGE 3 OF THE COUNSELLING TRACK**

- **Lectures:** 277
- **Case Management:** 100
- **Group Supervision:** 24
- **Individual Supervision:** 12
- **Counselling Direct Contact Hours:** 72
- **Related Counselling Activities:** 40
- **Personal Journal:** 40
- **Attachment to Clinical Facilities:** 7

**ENTRY REQUIREMENTS**

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

Applicants can be accepted directly into the Masters course in recognition of prior learning if they have completed a Postgraduate Diploma in Counselling from Swinburne University of Technology; or another recognised university or equivalent institution. Exemptions can be granted 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 approved by the Academic Leader of the Psychology Discipline within the Faculty of Life and Social Sciences.

Selection is based on an interview and the applicant’s suitability for the course as determined by personal suitability as well as academic and work experience. Each applicant will be expected to provide: evidence of a high standard of performance at Graduate Diploma level, one referee report, evidence of appropriate supervised counselling experience and a written statement of their reasons for wishing to undertake the programme.

**COURSE FEES (12-Month programme)**

S$14,445.00 inclusive of Swinburne University registration and online journal, tuition fees, study materials, individual and group supervisions, professional indemnity and graduation (in Singapore). The fees do not include Counselling Related Activities.

Course fees are payable either in full or in 2 instalments.

A registration and administrative fee is payable when you submit your application for the Master of Social Science in Professional Counselling.
SAMPLE LESSON SCHEDULE

<table>
<thead>
<tr>
<th>Stage</th>
<th>Courses</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stage 1</td>
<td>HAYS410, HAYS411, HAYS412, HAYS413</td>
<td>Lessons are conducted at least once weekly during weekdays (19:15-22:15) or occasional Saturdays.</td>
</tr>
<tr>
<td>Stage 2</td>
<td>HAYS420, HAYS421, HAYS422, HAYS423</td>
<td>Lessons are conducted at least once weekly during weekdays (19:15-22:15) or occasional Saturdays.</td>
</tr>
<tr>
<td>Stage 3</td>
<td>HAYS510, HAYS511, HAYS512</td>
<td>Lessons are conducted every fortnight on Thursday (19:15-22:15) and Saturday (09:00-17:00) for the first 8 months.</td>
</tr>
<tr>
<td></td>
<td>Electives</td>
<td>Lessons are conducted every 5 weeks on Friday (15:00-21:00), Saturday (09:00-18:00) and Sunday (09:00-18:00) for the last 4 months. Swinburne Academic Staff will be flown in on 3 occasions.</td>
</tr>
</tbody>
</table>

The timing of the lessons may vary depending on the nature of the course.

GRADUATION

Students who successfully complete the programme will be awarded the prestigious Master of Social Science in Professional Counselling degree from Swinburne University of Technology, which is the same as that awarded to on-campus students of the University.

Graduation ceremonies are held yearly in Singapore or Melbourne. Graduates who wish to graduate in Australia will have to bear the costs of travel and accommodation.
SWINBURNE UNIVERSITY OF TECHNOLOGY

Swinburne has a strong reputation in Australia and overseas as a provider of career orientated education and as a university with a commitment to research. The University maintains a strong technology base and important links with industry, complemented by a number of innovative specialist research centres which attract a great deal of international interest.

Swinburne is now one of a few Australian universities whose responsibilities span the range of programmes from apprenticeships to PhDs. In keeping with this breadth of involvement, the University continues to play a leading role in creating new approaches to integration between sectors.

Teaching and learning enhancement is a strategic priority for the University, and Swinburne is committed to the transfer of lifelong learning skills.

Swinburne was founded to provide expanded and more accessible educational opportunities to the residents in the ‘outer east’ of Melbourne. Its operations are now conducted at six campuses: Croydon, Hawthorn, Healesville, Lilydale, Prahran and Wantirna. In 2000, Swinburne established Swinburne University of Technology (Sarawak) in Kuching, East Malaysia.

The counselling programmes are designed to be a nested programme of study jointly organised by Mount Elizabeth Hospital and the Executive Counselling and Training Academy in Singapore. Swinburne has the advantage of being the only university programme associated with a prestigious hospital and of having a stronger reputation for high quality training in counselling.

EXECUTIVE COUNSELLING AND TRAINING ACADEMY PTE LTD

ECTA (in short) is a private limited company incorporated in Singapore on 18th October 2002.

The founding directors are Dr. Tan Chue Tin (Chairman and Medical Director), Ms Jessica Leong (Clinical Director) and Dr. Donald Ee. Mr. Augustine Tan, who is the newest member of the panel, is also a director of the board.

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

Since inception, ECTA has entered into an exclusive partnership with Mount Elizabeth Hospital and Swinburne University of Technology to offer three programmes, viz
- Master of Social Science in Professional Counselling
- Graduate Diploma of Social Science in Professional Counselling
- Graduate Certificate of Social Science in Professional Counselling

The effective tools provided within these programmes offer students a solid base that helps the self as well as others. Besides counselling programmes, ECTA is also an educational centre that offers a wide range of courses and opportunities for professional learning.
FEE PAYMENT SCHEDULE

<table>
<thead>
<tr>
<th>Item</th>
<th>Stage 1</th>
<th>Stage 2</th>
<th>Stage 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course fee</td>
<td>S$5,885.00</td>
<td>S$6,420.00</td>
<td>S$14,445.00</td>
</tr>
<tr>
<td>Registration &amp; Administrative Fee</td>
<td>S$856.00</td>
<td>S$642.00 (progressive)</td>
<td>S$642.00 (progressive)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>S$1,070.00 (direct entry)</td>
<td>S$1,070.00 (direct entry)</td>
</tr>
<tr>
<td>Number of Instalments</td>
<td>2</td>
<td>2</td>
<td>2</td>
</tr>
</tbody>
</table>

The Course Fee covers study materials, tuition fees, examination fees, individual supervision, group supervision, personal therapy (only for Stage 1) and graduation (in Singapore).

All fees are in Singapore Dollars and are payable to ECTA.

The registration and administrative fee will be refunded if application is unsuccessful. For accepted candidates, this is not refundable if applicant withdraws from the course.

All fees are inclusive of GST.

Closing Dates

Deadlines for applications for each intake are contained in the Application Forms. Please allow at least 8 weeks before the start of each intake to process the application.

Who to Contact

For more information about the MSoc.Sc. or other ECTA programmes, please contact our Course Managers:
Telephone : (65) 6346 6411
Facsimile : (65) 6344 4296
Mobile : (65) 9634 8477 (after office hours)
Email : angie@ecta.edu.sg; helen@ecta.edu.sg; sieweng@ecta.edu.sg;

ECTA Website : http://www.ecta.edu.sg
Swinburne Website : http://www.swinburne.edu.au
Mount Elizabeth Hospital Website : http://www.mountelizabeth.com.sg
Parkway College Website : http://www.parkwaycollege.edu.sg

The application package should be sent to:

Clinical Director  
(Master of Social Science in Professional Counselling)  
Executive Counselling and Training Academy Pte Ltd  
451 Joo Chiat Road  
#02-07/08/09/10/11 Katong Junction  
Singapore 427664