

**BETHEL UNIVERSITY**  
**M.A. COUNSELING PSYCHOLOGY PROGRAM**

**Practicum Requirements**

- A minimum of 700 hours is required, with about 50% of those hours spent in direct service to clients. This may include intakes, individual therapy, group therapy, family or couple therapy, client psychoeducation, session observation, etc.
- Remaining hours may include administrative work, supervision, staff meetings, reading on topics related to the practicum, etc.
- The practicum should span the school year from September to May. Other arrangements need to be cleared with the Clinical Director. Students need to be on site a minimum of 20 hours per week.
- Students must have a minimum of one hour per week, face-to-face, on-site, individual supervision by a licensed mental health professional. If students wish to pursue LMFT or LPC licensure, they may elect to have a supervisor which is acceptable in that discipline. If you are in doubt about the credentials of your proposed supervisor, please discuss it with the Clinical Director.
- Students may not pay for their supervision. Please note that most sites do not provide financial remuneration. Students may receive pay or a stipend for their practicum, but it may not be on a “fee for service” basis.
- The Practicum Approval Form must be signed by the student, practicum supervisor, and Bethel’s Clinical Director and be received by the Clinical Director no later than the first day of class or the first day of the practicum, whichever occurs first. Students who do not submit this form in time will be dropped from registration and may need to wait another year to do their practicum.
- Students must obtain malpractice insurance at their own expense. Students will be given information about insurance companies that provide student insurance at low cost. Evidence of insurance coverage must be submitted to the Clinical Director no later than the first day of class or the first day of the practicum, whichever occurs first. Students who have not submitted this form in time will be dropped from registration and may need to wait another year to do their practicum.
- Students will submit a Learning Contract to the practicum supervisor and Bethel’s Clinical Director by October 30<sup>th</sup>.

- The practicum supervisor will complete written mid-practicum and end of practicum formal evaluations.
- Students must be enrolled concurrently with their practicum and PSY 664/674 (Integration Seminar I and II) and PSY 662/672 (Professional Issues and Ethics Seminar I and II). Students must have completed all first-year coursework and must have faculty approval in order to begin the practicum.
- Students will keep a journal of their practicum experience and a log of hours. These should follow the guidelines in the Baird student internship handbook. A form for the log of hours is found on our program's website: <http://cas.bethel.edu/dept/psychology/MA/>
- Students will submit to the Clinical Director an annotated bibliography consisting of at least ten sources that were relevant to their practicum work.
- Students must display personal characteristics consistent with professional counseling standards in order to begin and to continue their practicum. Students are expected to act in accordance with the practicum site's policies and the Rules of Conduct of the Minnesota Board of Psychology.