Post-Master’s Certificate

The Post-Master’s Certificate in Clinical Mental Health Counseling (CMHC) provides opportunities for counseling program graduates to gain the knowledge and skills for working in community-based mental health centers, hospitals and other treatment centers, and private practice. Upon completion of this program, students will have gained the advanced clinical competencies necessary to work as professional counselors with diverse clients presenting with a range of mental and emotional disorders, as well as the skills necessary to promote mental health and wellness. The Post-Master’s Certificate in Clinical Mental Health Counseling also provides additional training for graduates of 48-semester hour counseling programs who seek employment in states that require 60 credit master’s.

Students must complete a minimum of 12 credit hours, however exact coursework requirements will be determined based on the student’s previous master’s level coursework. All students will be required to have completed (within the last 15 years) a CACREP-accredited 48 semester hour master’s program in school, college, or community counseling.

Admission Requirements

1. Complete the Graduate School Application online at emich.edu/graduate/apply/.
2. ALL APPLICATION MATERIALS MUST BE SUBMITTED ONLINE.
3. Have earned a master’s degree in counseling from a CACREP accredited program in a regionally accredited institution of higher education. The master’s degree must have been obtained within the past 15 years. Official transcripts must be submitted. Official electronic transcripts can be sent to transcripts_admissions@emich.edu.
4. International students must meet the language requirements of the Graduate School.
5. Evidence of academic potential for continued graduate-level student as evidenced by a graduate grade point average of a 3.3 on the previously completed master’s degree.
6. Personal Statement: A statement focusing on the applicant’s motivation and rationale for seeking admission to the specific program as well as his or her background and goals related to professional studies.
7. Résumé: A focused summary of program-relevant educational, career and/or life experiences.
8. Three recommendations: These must be completed on rating forms available from the department office or website. They should be completed by professionals with knowledge of the applicant’s suitability for graduate work (e.g., supervisors, undergraduate professors) and suitable to the profession of mental health counseling.
Admission Process

Applications for Graduate Admission are processed in rolling admissions for candidates to begin their program of study in the Fall or Winter. Candidates who choose to begin taking courses in the Summer sessions should be aware that they may not have access to the recommended sequence of courses.

1. The Office of Admissions will receive and gather ALL required documents online.
2. To confirm that all documents have been received, please contact the Office of Admissions via:
   - Email: documents_admissions@emich.edu
   - Phone: 734.487.3400
3. Each applicant will receive a rating on the following criteria: academic potential; the quality and extensiveness of career/life/educational experiences relevant to the field of clinical mental health counseling; professional goals/objectives; and recommendations. Based on these ratings, applicants may move to the second phase of the process.
4. Applicants admitted to the second phase of the admission process will be invited to campus to participate in a personal interview. They will also receive information about programs of study, faculty expectations, and related topics such as professional counselor licensure. Applicants may be asked to submit additional materials at this time. Based on evaluation of all materials and the interviews, admissions decisions will be made. Denied applicants who wish to reapply may do so after a consultation with the coordinator of the certificate program to understand the basis of their denial.
5. The admissions appeal procedure provides each applicant with the opportunity to formally appeal the admissions decision. Appeals must be based on an applicant’s perception that his/her due process rights were violated during the admissions process. The procedure is not intended for applicants who do not meet minimum standards for admission as outlined above. Appeal must begin within five working days of the start of the semester following the admissions decision. Applicants wishing to appeal must contact the coordinator of advising to obtain written information regarding the appeal procedure.
6. Program advisors will be assigned after students have been admitted to the Clinical Mental Health Counseling certificate program. The advisor will assist the student in developing the program of graduate study that is required for full admission to the post-master’s program for clinical mental health counseling. Students must meet with their advisor to develop a formal program of study.

All courses and subsequent changes must be approved by the advisor. Transfer credit can be used toward graduation only if it has been reviewed and accepted by the student’s advisor and is within Graduate School guidelines. The certificate program must be completed within a three-year period.

Proposed Program of Study (12-21 hours)

The following outline describes the general program requirements leading to the Clinical Mental Health Counseling post-master’s certificate.

Basic Counseling Core (required - 13 hours)

COUN 622 Diagnosis &Trmt Planning in Counsel (3)
COUN 623 Advanced Treatment Plng&Intrvnt (3)
COUN 660 Case Management (2)
COUN 691 The Counseling Internship (2)
COUN 694 Ethical, Legal &Prof Issues in CMHC (3)
Cognate (required - 8 hours)
COUN 515 Crisis Intervention (3)
COUN 574 Couple and Family Counseling (3)
COUN 575 Substance Abuse Counseling I (2)

Elective Courses
Students select electives with their advisor to enhance their professional growth. They may choose from this list or choose other COUN courses that meet this objective.

COUN 570 Diag&Treating Depressed Clients (2)
COUN 590-592 Special Topics (1-3)
   Counseling Women
   Counseling with LGBTQ Populations
   Spirituality and Religion in Counseling
   Counseling Immigrants and Refugees
COUN 651 Counseling with Children (3)
COUN 653 Counseling Adolescents (2)
Other: TBD

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Additional Department Information
Additional information can be found on the department website.

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