School Counseling Practicum & Internship Policies

Enrollment in practicum and internship are considered critical experiences for successful completion of the master's program in School Counseling. Primary goals of both practicum and internship are to develop professional school counseling skills and to promote the development of the student's professional school counselor identity. Practicum and internship are therefore structured experiences, with specific expectations about counseling duties and weekly supervision. Students are advised that successfully completing practicum and internship requires availability during regular school hours. Furthermore, students may only complete a maximum of 200 total hours during internship at a school in which they are currently employed, if the department faculty approves the request. For students seeking to complete up to 200 internship hours at a school where they are employed, evidence must be submitted to the department faculty that a shift in roles has occurred and that the practicum or internship experience is qualitatively different from the student's occupational responsibilities. The counselor education faculty reserves the right to deny or discontinue the internship placement if dual relationship concerns or other issues arise that affect the provision of quality counseling services. Students must obtain internship experiences in both elementary school (PK-5) and secondary (6-12) settings.

Practicum (CED 741)
placement requires students to complete 100 hours in an approved community setting under supervision from faculty and site supervisors. Students typically spend 6-10 hours per week involved in direct and indirect counseling activities and individual and group supervision. Hours in practicum must be accrued throughout the 15-week semester. Students ordinarily earn practicum credit at a single site; the department faculty must approve requests for an additional practicum site.

Internship (CED 751, 752, 753)
Requires 600 hours total of direct and indirect counseling in elementary and secondary settings. Of these, at least 240 hours must involve direct client services. Students enroll in CED 751, 752, and 753 sequentially, based upon the number of hours in the field. Each one-credit section of CED 751, 752, and 753 equals 200 internship hours. Note that a $250 supervisor fee is assessed upon registration for CED 751. Students ordinarily earn internship credit at no more than two sites per semester; the department faculty must approve requests for an additional internship site. The minimum time investment expected at an individual site placement is 15 weeks (one semester). Please note that students who choose to pursue full time completion of their internship hours (30-40 hours weekly) may not be employed full time. All Internship sites must be approved by the Department. Work at the Internship site begins only after the student enrolls in, and begins attending, CED 751, 752, 753. Enrollment will be consistent with those guidelines described in the CACREP standards. Students must register for a minimum of one credit hour of CED 751, 752, 753 each semester during which they work as Interns. The beginning Internship involves up to three semesters and a minimum total of 600 clock hours and 240 client contact hours. Each one-credit course of Internship (CED 751, 752, 753) equates to 200 clock hours of field experience. Because the Nevada endorsement for school counseling is an all-level credential, students are required to gain experience at both elementary (PK-5) and secondary (6-12) levels at some point during their internship.

Practicum Requirements
The practicum experience is designed to foster critical, relational, individual and group counseling skills necessary for the quality practice of professional counseling. In accordance with standards developed by the Council for Accreditation of Counseling and Related Educational Programs (CACREP), practicum consists of a minimum of 100 hours of supervised counseling activities. Of these, a minimum of 40 hours must be in direct individual counseling services, a minimum of 10 hours must be in direct group counseling services, with the remaining hours to be in appropriate indirect counseling related activities as outlined below:

50 Direct Hours include:
- Individual counseling (40+ hours)
- Group counseling (10+ hours)

50 Indirect Hours may include:
• Counselor observation
• Individual case conceptualization planning for client needs
• Researching strategies based on counseling theories
• Writing case progress notes
• Group supervision, UNLV faculty supervision, and on-site supervision

**Internship Requirements**

The UNLV master’s school counseling internship experience is designed to continue fostering quality counseling skills, as well as offer interns with the opportunity to apply their knowledge of comprehensive school counseling programs in a field based experience. In accordance with standards developed by the Council for Accreditation of Counseling and Related Educational Programs (CACREP), the internship consists of a minimum of 600 hours of field-based school counseling activities. Of these, a minimum of 240 hours must be in direct counseling services, with the remaining hours to be in appropriate indirect counseling related activities as outlined below:

240 Direct hours may include:
• Individual counseling
• Group counseling
• Classroom guidance
• Consultation with parents, teachers, administrators, counselors
• Staff development and parent group presentations
• Leadership activities

360 Indirect Hours may include:
• Student classroom observation
• Counselor observation
• Guidance curriculum development/classroom instruction prep
• Individual planning for academic or career needs (including registration activities)
• Group supervision, UNLV faculty supervision, and on-site supervision

Examples of non-counseling duties that do not meet the requirement for direct or indirect hours include:
• Making disciplinary decisions or imposing disciplinary actions
• Student supervision duty including: bus duty, taking tickets at school events, recess duty, lunch duty, hall duty etc.
• Substitute teaching of a class
• Non-counseling related clerical work
• Other duties that do not foster the development of a professional school counselor

**Videotaping**

In accordance with CACREP standards for counseling supervision, practicum and internship students must have opportunities to regularly videotape counseling contact with clients. This involves videotaping individual and group counseling. In the school setting, this involves videotaping individual and small group counseling as well as large group guidance activities. Site placements that do not allow for videotaping will not be considered and students will be placed in other settings. Students are responsible for meeting the videotaping expectations established by practicum and internship instructors.