

Kavayitri Bahinabai Chaudhari North Maharashtra University Jalgaon.

Ordinance 181

Poojya Sane Guruji Vidya Prasarak Mandal's

AAC Re-accredited with 'A' Grade (CGPA-3.12)

Shri. S.I. Patil Arts, G.B. Patel Science & S.T.K.V.S Commerce College,

Shahada,

Dist-Nandurbar

*(RUSA Beneficiary & DBT Star College Status)*

Department of Mental Moral Social Science (MMSS)

Syllabus for Career Oriented

# Certificate Course in Counselling

Faculty of

(Humanities)

Academic Year

(2020-2021)

Kavayitri Bahinabai Chaudhari North Maharashtra University Jalgaon.

Ordinance 181

<b>Name of College</b>	PSGVPM's Shri. S.I. Patil Arts, G.B. Patel Science & S.T.K.V.S Commerce College, Shahada, Dist-Nandurbar
<b>Title of the Course</b>	CERTIFICATE IN COUNSELLING
<b>Aim of the Course</b>	“To provide innovative and scientific insight into the art and science of counselling and theoretical input to students and practitioners for promoting their professional skills.”
<b>Objectives of the Course</b>	<ol style="list-style-type: none"><li>1. To train the students as a counselor to mitigate the needs of society.</li><li>2. To develop consciousness for understanding scientific process of counseling.</li><li>3. To introduce various areas of counseling and provide brief insight to learner.</li><li>4. To develop the ability as a counselor and provide orientation to learner about self.</li><li>5. Develop skills of application to real life situations.</li></ol>
<b>Duration of the Course</b>	1 Year

Fees Structure

Sr No	Particular	Amount
1	Admission	50
2	Internal Assessment	100
3	Guidance	100
4	Course Material	50
	Total	300

**Course Structure**

Paper-I	Introduction to Counselling
Paper-II	Counselling Practice and Skills
Practical	15 Days Internship at Counselling Center/ Psychiatric Clinic/Rehabilitation Center/ Nursing Home

<b>Eligibility of the Course</b>	12 <sup>th</sup> (HSC) or equivalent pass
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Skeleton of the Course											
Sr. No	Paper	Name of Subject	Theory /Practical	Teaching Hours	Maximum Marks Allotted			Passing			Credits
					External	Internal	Total	External	Internal	Total	
1	Paper -I	Introduction to Counselling	Theory	90	60	40	100	24	16	40	06
2	Paper -II	Counselling Practice and Skills	Theory	90	60	40	100	24	16	40	06
3	Practical	15 Days Internship at Counselling Center/ Psychiatric Clinic/Rehabilitation Center/ Nursing Home	Practical	120	0	100	100	0	50	50	06

**Minimum Staff:** 01

**Mode of Exam:**

**Assessment of Course:** Assessment of the students should be done by examination and observation of overall performance in Practical's and allotted assignment during the course period. Written examination will be conducted after the end of each course annually. The CBCS system will be followed for the assessment as per the NMU guidelines.

**Internship Assessment:** After the completion of theory paper, all students will be required to do internship of 15 working days continually. Assessment of this internship work will be done on the basis of observation, dialogue and participation by the internship agency supervisor/counselor/Doctor/Head etc and case study presentation and Vive- Voce by faculty supervisor from the college.

SYLLABUS

PAPER-I

**INTROCDUCTION TO COUNSELLING**

Marks:Ext-60 Int-40

Credits: 06

**Objectives:**

To define counselling as a helping profession;

To Describe the characteristics of counselling relationship;

To Elucidate the barriers to communication which affects therapy adversely;

To Analyse the core characteristics and dimensions of an effective counsellor.

**UNIT-1. Introduction to Counselling**

1.1 Nature and Definition and Goals of Counselling

1.2 Characteristics of a Counseling Relationship

1.3 Reasons for Seeking Counselling

1.4 Use of Counselling Skills as Part of many Professions

1.5 Characteristics of an Effective Counsellor

**UNIT-2. Dimensions of an Effective Counselor and Effective Therapeutic Relationship**

2.1 Therapeutic Value

2.2 Therapeutic Climate

2.3 Barriers to Communication

2.4 Shared Agreement of Goals in Therapy

2.5 Integrate Humor in Relationship

**Unit-3. Core Dimensions of an Effective Counselor**

3.1 Genuineness, Realness or Congruence

3.2 Unconditional Positive Regard

3.3 Empathic Understanding

3.4 Congruence

3.5 Stages of the Counselling Process

**Internal Assessment (Marks-40)**

<b>Internal Test-I</b>	<b>Internal Test-II</b>	<b>Seminar Presentation</b>	<b>Attendance</b>	<b>Total</b>
10	10	10	10	40

**Books for Reading**

1. Sharma, Ramnath and Sharma, Rachna (2010). *Guidance and Counselling in India*. Atlantic publishers, New Delhi.
2. MacLeod , J. (2005). *An Introduction to Counselling*. Sage Publications
3. Nelson - Jones, R. (2009). *Introduction to Counselling Skills*. Third Edition, Sage Publications

SYLLABUS  
PAPER-II  
**COUNSELLING PRACTICE AND SKILLS**

Marks: Ext-60 Int-40

Credits: 06

**Objectives:**

- To understand theoretical aspects of counseling;
- To describe the process of counseling children;
- To Enlist the Play and therapeutic techniques;
- To define family counseling;
- To understand the concept of adaptive and dysfunctional communication patterns;
- To Familiarize with the different approaches to family counseling;

**UNIT-1. Introduction to Counselling Process**

- 1.1 Three Approaches to Counselling
- 1.2 Structure of Counselling
- 1.3 Establishing Rapport
- 1.4 Basic Skills-Stage I, Challenging Skills-Stage II, the Action Phase-Stage III
- 1.5 Ending Sessions

**Unit-2. Counselling with Children**

- 2.1 The Environment
- 2.2 The Referral Process
- 2.3 Goals of Counselling
- 2.4 Toys as Tools, Bibliotherapy and Storytelling
- 2.5 Confidentiality in Schools

**Unit-3. Family Counselling**

- 3.1 Concepts of 'Family Life Cycle' and 'Communication Pattern within Families'
- 3.2 Approaches to Family Counseling & Types of Family Counseling
- 3.3 Family Counseling in Relation to Individual Counseling
- 3.4 Family Counseling Process
- 3.5 Indications and Contraindications for Family Counseling

### Internal Assessment (Marks-40)

Internal Test-I	Internal Test-II	Seminar Presentation	Attendance	Total
10	10	10	10	40

#### Books for Reading

1. Sharma, Ramnath and Sharma, Rachna (2010). *Guidance and Counselling in India*. Atlantic publishers, New Delhi.
2. Libman, H. & Makadon, H.J. (2007) *HIV*. 3rd edition, American College of Physicians, ACP Press
3. Ladany, N. & Inman, A. (2008) *Handbook of Counseling Psychology*, (4th ed.). John Wiley & Sons: New York.

SYLLABUS  
PAPER-III  
**INTERNSHIP/PRACTICAL**

Marks: 100

Credits: 08

Internal- Total 100

Periods: 120

**Practical/ Internship**

All students will be required to complete a 15 days internship in counseling center/ rehabilitation center/ NGO/ Psychiatric Clinics/ Other agencies for the practical learning through observation, dialogue and participation. This internship will be for 15 days of working days continually (total 100 hrs.). Assessment will be done by the field work agency supervisor/HOD/Doctor etc. Student should present a case study report of Internship to the college and vive-voce will be conducted on the same.

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