



**CHC51712**

# Diploma of Counselling

## **DURATION**

The CHC51712 Diploma of Counselling is a full-time qualification which requires 30 hours of course activities per week for 32 weeks. These course hours are split between college attendance and practicum (excluding holidays). Additional home-based study will be required.

## **ENTRY REQUIREMENTS**

The Diploma of Counselling is an entry-level Counselling qualification, and there are no experiential requirements needed to gain entry to the course. Candidates must have completed the Higher School Certificate (or equivalent), have an aptitude for listening and show a level of maturity suitable for training in the field of professional Counselling.

All prospective students will also be required to undertake a pre-enrolment interview with an ACBC Careers Advisor who will evaluate the individual's suitability for a Counselling career path and ensure that they possess the personal qualities necessary to succeed in this qualification. To support students in gaining relevant experience, ACBC will incorporate workplace practicum into the course schedule from Term 1.

## **QUALIFICATION**

Graduates completing all components of the course and demonstrating competence in all units will be awarded a nationally recognised CHC51712 Diploma of Counselling. A nationally recognised Statement of Attainment will be issued where a student has successfully completed part of the qualification or has completed the course but has not demonstrated competency in all units.

## **CAREER OPPORTUNITIES**

The Diploma of Counselling is a nationally recognised qualification that provides the first step towards a career in Counselling and entry into the Counselling profession. This course provides students with general Counselling skills and knowledge including communication skills; knowledge of a range of commonly used Counselling modalities; referral skills; and the ability to work within an organisation's policies and procedures in the community and personal service workers sector. Possible occupational titles with suitable experience may include Counsellor or Problem Gambling Worker.

## **CREDIT TRANSFER (CT)**

Australian Careers Business College recognises and grants credit transfer for nationally recognised qualifications issued by other RTOs. Full details of the application process can be acquired from the college's student administration.

## **RECOGNITION OF PRIOR LEARNING (RPL)**

Recognition of prior learning acknowledges skills, knowledge and competencies obtained through

- Formal training/study
- Work experience
- Life experience

Students are eligible to apply for RPL and an administration fee of \$450 per unit of competency applies depending on the evidence supplied by students seeking RPL. Full details of the application process can be acquired from the college's student administration.

**1300 COLLEGE**  
[www.acbc.nsw.edu.au](http://www.acbc.nsw.edu.au)  
[info@acbc.nsw.edu.au](mailto:info@acbc.nsw.edu.au)

The Australian Careers Business College is registered by Australian Skills Quality Authority (ASQA) to deliver selected Nationally Recognised Qualifications.



**AUSTRALIAN CAREERS**  
Business College

*"Empowerment Through Education and Training"*

## LANGUAGE LITERACY AND NUMERACY SKILLS (LLN)

Students enrolling in this qualification will undertake a language literacy and numeracy skills test to determine students LLN abilities.

## QUALIFICATION DELIVERY

The delivery for this qualification is a blend of three and a half days per week in a face-to-face classroom setting and one day per week in a structured practicum. This mode of delivery will combine theory-based material and practicum within an appropriate community or private organisation that offers Counselling services.

## ASSESSMENT

Assessment methods for this course are a combination of assessments and case studies; knowledge questions; role plays; presentations; and workplace project reports as well as supervisor reports.

## UNIVERSITY OPTIONS

Students wishing to pursue university after completing studies at ACBC can do so in conjunction with various universities and educational institutions. Depending on the student's results and the university selected, graduates may be eligible for up to one year's recognition. There is a career path that can be followed through to higher qualifications within the Counselling and Psychotherapy professions. ACBC has a formal articulation agreement with UWS for accepting graduates into the following undergraduate degrees: Bachelor of Social Work, Bachelor of Community Welfare and Bachelor of Social Science.

## PRACTICAL WORK PLACEMENT

Students are in the workplace one day each week during the program. Students will undertake 200 hours of structured practicum, providing them with on-the-job learning experiences to equip them for work in the industry, on completion of the program. The on-the-job learning will be aligned with the classroom learning and is designed as a consolidation of knowledge and skills. Students will be required to complete a log of work activities and a self-reflective report that aligns to each of the units of competency being studied. During practicum the student will be guided to complete a range of practical and/or research-based activities relevant to the unit of competency being studied and prepare an associated written report. Students will be visited in the work place by an ACBC workplace assessor.

## LEARNING RESOURCES

All equipment and resources are provided for students enrolling into this qualification including textbooks, student handouts and assessment instructions at no cost. Students will have access to college computer labs and the Internet.

## FACILITIES

The qualification is partially held in a designated classroom for lectures, tutorials and group work. For any work requiring computers, there are computer labs which can be utilised, with every student allocated their own workstation. These computers can also be used to access the Internet. There is also a range of textbooks and workbooks that students may access as additional resources. For the work placement part of the qualification, students will be placed in various organisations which will allow them to gain practical experience while studying.

## CAMPUS LOCATIONS

149-151 George Street Liverpool NSW  
Level 1, 85 George Street Parramatta NSW  
313-323 Crown Street Wollongong NSW

ACBC is a Registered Training Organisation (RTO) No. 90271.

## QUALIFICATION UNITS OF COMPETENCY

To attain the CHC51712 DIPLOMA OF COUNSELLING 17 units must be achieved: 14 core units and 3 elective units.

### (14) FOURTEEN CORE UNITS

<b>CHCCM503C</b>	Develop, facilitate and monitor all aspects of case management
<b>CHCCS514B</b>	Recognise and respond to individuals at risk
<b>CHCCSL501A</b>	Work within a structured Counselling framework
<b>CHCCSL502A</b>	Apply specialist interpersonal and Counselling interview skills
<b>CHCCSL503B</b>	Facilitate the Counselling relationship
<b>CHCCSL504A</b>	Apply personality & development theories
<b>CHCCSL505A</b>	Apply learning theories in Counselling
<b>CHCCSL506A</b>	Apply Counselling therapies to address a range of client issues
<b>CHCCSL507B</b>	Support clients in decision-making processes
<b>CHCCSL508B</b>	Apply legal & ethical responsibilities in Counselling practice
<b>CHCCSL509A</b>	Reflect & improve upon Counselling skills
<b>CHCCSL512A</b>	Determine suitability of client for Counselling services
<b>HLTHIR403C</b>	Work effectively with culturally diverse clients and co-workers
<b>HLTWHS300A</b>	Contribute to WHS processes



### (3) ELECTIVE UNITS

<b>CHCCS405C</b>	Identify and address specific client needs
<b>CHCAD401D</b>	Advocate for clients
<b>CHCICS303A</b>	Support individual health and emotional well being