



1975

# Virginia Commonwealth University Department of Rehabilitation Counseling Bulletin

Virginia Commonwealth University

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**BULLETIN**  
**Virginia Commonwealth University**  
**Department of Rehabilitation Counseling**  
**Graduate Issue 1975-76**



In order to be effective, graduate study is in large measure self-directed. The student is therefore encouraged to be thoroughly familiar with this graduate bulletin as he enters into his program of study.

The Board of Visitors, the administration, and the faculty of Virginia Commonwealth University are committed to a policy of equal opportunity in education without regard to race, creed, sex, or national origin.

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Correspondence should be addressed to: Director of Graduate Studies  
Department of Rehabilitation Counseling, School of Community Services,  
Virginia Commonwealth University, 812 West Franklin Street,  
Richmond, Virginia 23284.

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**VIRGINIA COMMONWEALTH UNIVERSITY BULLETIN**

DEPARTMENT OF REHABILITATION COUNSELING

SCHOOL OF COMMUNITY SERVICES

GRADUATE ISSUE 1975-76

RICHMOND, VIRGINIA

VOLUME I

JUNE 1975

NUMBER 4



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# 1975-76 UNIVERSITY CALENDAR

## AUGUST

S	M	T	W	T	F	S
						1 2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**1**

Last day for non-summer school students to submit all required transcripts, etc., for admission to a degree program for fall semester

**25**

Placement testing for all new degree-seeking students

**26**

General faculty meeting at 10:30 a.m.

Faculty advisor's meeting at 2 p.m.

**26-27**

Registration for Evening College

**26-28**

Advising and registration for continuing, re-admitted, and new degree-seeking day students

**29**

Registration for non-degree seeking day students

## SEPTEMBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**2**

Classes begin at 8 a.m.

**2-5**

Add/drop and late registration for all students

**5**

Last day to submit special day applications for fall semester

**26**

Last day for special day students to submit required admissions documents to receive credit for fall semester

Last day for fall degree candidates to submit graduation applications to their advisors for December degrees

## OCTOBER

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**13-18**

Mid-semester evaluation

**18**

Graduate Record Examination

**22**

Mid-semester grades due in registrar's office by 9 a.m.

**25**

End of first eight weeks—fall semester

**27**

Last day to process a change of major for spring semester

## NOVEMBER

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**3**

Advance registration-Evening College

**3-14**

Advising and advance registration for continuing, degree-seeking day students for spring semester

**14**

Last day to submit application for admission or readmission to spring semester

**15**

Last day to drop a course with grade of "W"

**26**

Thanksgiving holiday begins at 1 p.m.

**30**

Thanksgiving holiday ends at 1 p.m.

## DECEMBER

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**1**

Last day to submit an application for admission or re-admission to a degree program for spring semester

**10**

Last day of day classes for fall semester

**11-19**

Final examinations for day classes for fall semester

**13**

Graduate Record Examination

**14-20**

Final examinations for fall semester, Evening College

**19**

Final date for oral defense of graduate theses for December completion of degrees

**20**

Christmas vacation begins at 12 noon except for Sunday classes

**24**

All fall semester grades due in registrar's office by 12 noon

**MARCH**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**1**  
Summer advance registration begins

**5**  
Last day to process a change of major for fall semester

Mid-semester grades due in registrar's office by 9 a.m.

End of first eight weeks—spring semester

**6**  
Spring vacation begins at 12 noon

**14**  
Spring vacation ends at 1 p.m.

**29-Apr. 9**  
Advising and registration for continuing, degree-seeking day students for fall semester

**APRIL**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**16**  
Last day to drop a course with grade of "W"

**24**  
Graduate Record Examination

**MAY**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**2**  
Last day of day classes for spring semester

**3-9**  
Evening College examinations

**3-11**  
Final examinations for day classes for spring semester

**11**  
Final date for oral defense of graduate theses for May graduation

**13**  
All spring semester grades due in Registrar's Office by 9 a.m.

**15**  
Commencement

**JUNE**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**12**  
Graduate Record Examination

**JULY**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



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## GENERAL INFORMATION

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### PURPOSES AND OBJECTIVES OF THE UNIVERSITY

#### Purposes

Virginia Commonwealth University shall endeavor to provide an educational environment nurturing and stimulating teaching, research, and service. Sensitive to the needs of urban life in the Commonwealth, it will strive to promote the pursuit of knowledge and the dissemination of professional skills.

#### Objectives

To identify and anticipate urban problems, to advance experimentation and open-ended attitudes in their solution through appropriate research, and to develop the university as a planning and resource center for urban living.

To commit itself to creative and varied programs of teaching, research, and consultation, contributing to the improvement of the quality of life within urban communities.

To promote and develop programs of continuing and graduate education relevant to contemporary society.

To provide an educational climate which will stimulate in the student a life-long commitment to learning and service, which will develop

competence and motivation to work toward the realization of individual and community potentials, and set an example of excellence for the student.

To develop and maintain an environment of educational excellence which will attract and motivate faculty to pursue their work in accordance with the highest educational standards.

To recognize the imaginative power of the arts and humanities in reflecting the problems and aspirations of society and of the human condition; to acknowledge the role of the arts in changing behavior; and to provide opportunities throughout the university and the Commonwealth which aid, both individually and publicly in the self-realization, exhibition, and performance of the students.

To complement existing institutions of higher learning by providing programs of a uniquely urban character, enhancing the educational opportunities of the Commonwealth.

## **HISTORY OF VIRGINIA COMMONWEALTH UNIVERSITY**

Virginia Commonwealth University traces its founding back to 1838 when the Medical College of Virginia was established as the medical department of Hampden Sydney College. This medical college was united with Richmond Professional Institute in 1968 to create the new university. The university has two designated divisions, although organizationally it operates as one institution with two campuses. The Academic Campus is located just west of Belvidere Street in Richmond's Fan District. The MCV Campus is east of the downtown shopping area.

## **GRADUATE DEGREES**

Graduate programs on the Academic Campus lead to the following degrees: Master of Arts, Master of Art Education, Master of Business Administration, Master of Education, Master of Fine Arts, Master of Music, Master of Music Education, Master of Science, Master of Social Work, Master of Urban and Regional Planning, and Doctor of Philosophy.

## **ACCREDITATION**

Virginia Commonwealth University is a member of and accredited by the Southern Association of Colleges and Schools, the general accrediting agency for colleges in this region.

## **LIBRARIES AND THEIR RESOURCES**

Integral to the VCU life style and the opportunities for learning and self enrichment are the resources of the VCU Libraries. The casual

atmosphere and the variety of seating, from one-person private carrels to lounge chairs in public areas, provide a setting conducive to browsing through current magazines as well as completing research projects.

The Virginia Commonwealth University Libraries consist of the James Branch Cabell Library on the Academic Campus and the Tompkins-McCaw Library on the MCV Campus. Both libraries have expanded space and service through major construction projects and now provide a combined capacity of 1,360,000 volumes and seating for over 2,450.

The James Branch Cabell Library, recognizing the diversity in living and working patterns of VCU students, is open from 7:30 a.m. to midnight four days of the week and shorter hours on the three remaining days. Other features such as a recorded music and plays collection, audio visual department assistance in film production, book and coat lockers for commuting students, inexpensive and easy-to-use copy machines, group study areas, and typewriter facilities make the James Branch Cabell Library more than just a repository for books, but a resource center serving the needs of the student body.

Of particular note is the reference service of the James Branch Cabell Library. Staff members welcome and encourage students to ask those perplexing questions about the difficult-to-find materials which may be needed to successfully complete an assignment or research paper.

Realizing that not all students will be equally acquainted with the resources of the library, the James Branch Cabell Library provides group and individual orientation sessions during which students learn the inner-workings of the library so that they will be able to use it in the future to their best satisfaction.

The Tompkins-McCaw Library contains health science material. Complete sets of all major indexes in these fields are part of the reference collection. Trained search analysts are available to help students obtain computer-produced bibliographies on specific biomedical and health-related topics.

The Regional Counselor Training Program, an integral part of the Department of Rehabilitation Counseling which is located at the Woodrow Wilson Rehabilitation Center, also has an excellent professional library in the broad area of rehabilitation.

## **GRADUATE FEES**

It is expected that students shall pay all applicable fees enumerated in this section prior to registration for each semester.

**Instructional Fees for the Academic Year\***

Full-time Graduate Students:	
Virginia residents, per year .....	\$650
Non-residents, per year .....	\$930
Part-time Graduate Students:	
Virginia residents .....	\$36 per credit hour**
Non-residents .....	\$52 per credit hour**

The tuition shown is for the academic year 1975-76. Educational costs are subject to similar price adjustments found in the costs of other commodities; therefore, fees may be changed for the academic year 1976-77.

The law affecting residence in Virginia is as follows: "No person shall be entitled to the admission privileges, or the reduced tuition charges, or any other privileges accorded only to domiciliaries, residents or citizens of Virginia, in the state institutions of higher learning unless such person is and has been domiciled in Virginia for a period of at least one year prior to the commencement of the term, semester or quarter for which any such privilege or reduced tuition charge is sought, provided that the governing board of such institutions may set up additional requirements for admitting students." VCU has no additional requirements for Virginia residency.

**OTHER FEES**

**Application Fee:** All students shall pay an application fee of \$10 upon application for admission. This fee is not refundable. The check should be made payable to Virginia Commonwealth University.

**Diploma Fee:** A diploma fee of \$16 is charged each candidate for a graduate degree.

**Graduate Student Activities Fee:** \$4.50 per semester.

**Graduate Student Athletic Fee:** \$6 per semester.

**REFUNDS**

A full- or part-time day student who withdraws in good standing shall be entitled to a refund of a portion of his tuition, room, and board fees for the semester in which he is currently enrolled. All other fees are non-refundable.

**Request for Refund:** A request for a refund shall be made in writing to the dean of student services before said request can be considered.

\*Subject to change.

\*\*This fee applies to all courses taken for graduate credit.

The following policy governs the refund of room, board, and tuition fees:

1. A student who fails to register or is denied permission to register will be entitled to a full refund of tuition, room, and board if paid in advance.
2. A student will be entitled to a refund of 80 percent of his room, board, and tuition fees upon withdrawal before the end of the first week of the term (seven consecutive calendar days beginning with first day of classes) and a decrease of 20 percent each week thereafter up to and including the fourth calendar week. NO AMOUNT WILL BE REFUNDED FOR WITHDRAWAL AFTER THE FOURTH CONSECUTIVE CALENDAR WEEK OF THE TERM.
3. A student will not be entitled to a refund of room fees if he voluntarily withdraws from the university residence halls but remains registered for any course or courses at the university unless clearance is granted through the Office of the Dean of Student Services.

The actual date of withdrawal will be certified by the Office of the University Registrar; and refund, when appropriate, will be computed based on that certified date.

### DELINQUENT ACCOUNTS

The university will not issue a degree, transcript of grades, or grade reports to any student who has not paid all charges in full. Students whose accounts are not paid in full may not be admitted to final examinations at the end of semesters.

A waiver is placed on accounts that reflect a balance that is supported by a scholarship authorization on file in the Office of Student Accounts.

### Dishonored Checks

A student, parent, or guardian who presents a check for payment of tuition and fees to Virginia Commonwealth University and has the check returned for any reason by the bank as an uncollected item, will have 10 calendar days from the date of notification by the Office of Student Accounts to clear the check. If not cleared within this period, the student will be automatically suspended and may not attend classes until he has been officially reinstated by the Business Office. A charge of \$5 will be levied against the maker of all dishonored checks with the exception of those for tuition. A \$10 fee will be levied against the maker of a dishonored check for tuition.

After two weeks from the date of suspension, a student suspended because of a dishonored check may not be reinstated for the semester. Applications for reinstatement are to be made at the Office of the University Registrar.

**Payment of Fees**

A student who fails to meet payments when due will be automatically suspended and may not attend classes until he has been officially reinstated and has paid all accrued fees, plus a \$10 late payment charge. After two weeks from the date of suspension, a student suspended for failure to meet payments when due may not be reinstated for the semester. Applications for reinstatement are to be made at the Office of the University Registrar.

**INSTALLMENT PAYMENT OF FEES**

The university does not offer a financial aid plan for direct payment of semester charges on an installment basis. For those who wish to pay college costs in installments, the university recommends application to The Tuition Plan, Inc. or your local bank. The plan makes money available only for those expenses billed by the university. A descriptive brochure on the plan may be secured from The Tuition Plan, Concord, New Hampshire 03301.

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## **SCHOOL OF COMMUNITY SERVICES**

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The School of Community Services was established in September 1969 in recognition of the need for interdepartmental and interdisciplinary relationships in providing better solutions to human problems in a complex society which is rapidly becoming urbanized.

The school offers a Bachelor of Science degree in the fields of administration of justice and public safety, recreation, social welfare, urban studies, and rehabilitation services.

Graduate study, leading to the Master of Science degree, is offered in the Department of Rehabilitation Counseling. Also, the school offers the Master of Urban and Regional Planning degree.

### **DEPARTMENT OF REHABILITATION COUNSELING**

The rehabilitation counseling program at Virginia Commonwealth University was established in 1955 to provide graduate education in rehabilitation counseling.

This program prepares prospective rehabilitation counselors for employment in state and federal vocational rehabilitation programs and public and private rehabilitation agencies. Graduates work in rehabilitation units in mental hospitals, correctional institutions, public schools, rehabilitation centers, sheltered workshops, adjustment centers, social service agencies, and other organizations serving persons who are mentally, emotionally, socially, or physically handicapped.

also provides advanced training for persons presently employed in agencies and facilities offering services to handicapped individuals.

Emphasis is placed upon professional education for developing the skills and knowledge necessary for effective rehabilitation counseling of handicapped persons. The variety of activities performed by rehabilitation counselors necessitates a program highly diversified in character. In addition to the development of a broad understanding of human behavior, techniques of individual and group counseling, inter-professional relations, vocational appraisal and adjustment, and use of community resources in facilitating rehabilitation of mentally, emotionally, socially, and physically handicapped persons are stressed.

**INSTITUTES AND WORKSHOPS**

The Department of Rehabilitation Counseling has conducted many institutes and workshops since its establishment in 1955. Part of an on-going in-service training program for employed rehabilitation personnel, these were sponsored by the U.S. Rehabilitation Services Administration.

The department will continue to conduct such institutes and workshops as long as there is a demonstrated need and funds are available.

**AWARDS**

The Wade O. Stalnaker Award For Outstanding Achievement is presented annually to a full-time graduate student in the Department of Rehabilitation Counseling. Initiated by the graduating class of 1963, this award was named in honor of the founder of the department, Dr. Wade O. Stalnaker.

The recipient is selected on the basis of meritorious academic scholarship, dedication to the philosophy and concepts of rehabilitation, and extracurricula accomplishments in community services.

**NATIONAL REHABILITATION COUNSELING ASSOCIATION  
(VCU Student Chapter)**

**Officers 1974-75**

President .....	Rochelle V. Habeck
Vice-President .....	Florence Wool
Secretary-Treasurer .....	Carole Gustavson

**WORK-STUDY PROGRAM OF PROFESSIONAL EDUCATION IN  
REHABILITATION COUNSELING**

The purpose of this program is to maintain a comprehensive, coordinated, and fully professional course of study in rehabilitation counseling that is offered on a continuous part-time basis. Classes meet on alternate weekends, both Fridays and Saturdays, and are offered



through the Center for Continuing Education of Virginia Commonwealth University. Friday night classes meet from 7 to 9:40 p.m., Saturday classes meet from 8 to 10:40 a.m. and from 11 a.m. to 1:40 p.m.

Students may enroll for one or more courses, depending on their needs. Up to nine hours of credit can be earned by qualified students upon satisfactory completion of a full academic year in this program. The work-study academic year runs from September through May.

The specific objective of this training program is to substantially increase the effectiveness of the rehabilitation counseling profession by making a high-quality training program available to presently employed professional workers whose skills and abilities need up-grading and who desire to academically prepare themselves for a career in rehabilitation counseling but are unable to do so on a full-time basis.

This program is not intended to be a supplementary or introductory program. It is designed to be a complete, comprehensive, and sequential program of graduate training leading to a master's degree in approximately four years for qualified full-time students. These students will be unable to meet the graduate residence requirements by completing 12 hours in a calendar year; therefore, their residence requirement shall consist of the completion of nine graduate hours in two academic semesters.

The entire core curriculum in rehabilitation counseling will be included in the offerings over a four-year span of time, with certain supplementary classes that may be necessary in special instances.

### **REGIONAL TRAINING PROGRAM IN REHABILITATION COUNSELING**

The post-induction training program at the Woodrow Wilson Rehabilitation Center in Fishersville, Virginia, is a cooperative program between Virginia Commonwealth University, the Virginia Department of Vocational Rehabilitation, the Virginia Commission for the Visually Handicapped, the Woodrow Wilson Rehabilitation Center, and the state rehabilitation agencies in Virginia, West Virginia, Kentucky, Pennsylvania, Delaware, Maryland, and the District of Columbia.

Designed primarily to provide basic orientation training in rehabilitation counseling to all newly employed rehabilitation counselors in the region, the course includes five weeks of intensive academic training followed by eight weeks of supervised clinical field experience. During each year, the program provides training for approximately 135 newly employed counselors.

Although the regional training program courses carry residence credit, such credit is not automatic. Students who have completed the courses in the Regional Counselor Training Program may use these credits in one of two ways:

1. These courses may be counted toward the Master of Science degree if they were completed with graduate credit and the student

application for the graduate school is accepted by the Graduate Committee within a reasonable period of time after completion.

2. These courses may be used as qualifying credits for admission to the graduate program if taken on the undergraduate level and the student earns a grade of "B" or better.

For additional information and application forms write: Director, Regional Counselor Training Program, Woodrow Wilson Rehabilitation Center, Fishersville, Virginia 22939.

## ALCOHOL EDUCATION CENTER

The Department of Rehabilitation Counseling, through a cooperative agreement with the Virginia Department of Health's Bureau of Alcohol Studies and Rehabilitation, has established a comprehensive Alcohol Education Center. The objectives of the center are to increase the professional competencies and skills of alcoholism professionals; develop and train professionals in alcohol rehabilitation techniques; increase the scope of knowledge about alcoholism among medical, psychological, and social practitioners; and conduct alcoholism rehabilitation research.

These goals will be met through several departmental programs. The first of these is a series of workshops designed for the training of alcoholism professionals including physicians, nurses, administrators, therapists, and counselors. Workshops are conducted in a progression leading to certification of the particular professional. In most cases workshops are offered for either graduate, undergraduate, or continuing education credit. A second program includes a group of courses in the full-time academic setting that can be applied toward a B.S. degree. Finally, several courses are offered for graduate credit in the full-time and work-study program that can be applied toward a Master of Science degree in rehabilitation counseling with a concentration in alcoholism studies.

## SUPERVISED CLINICAL PRACTICE

Supervised clinical practice in a rehabilitation agency setting is required of all students who have had no previous rehabilitation agency experience. Supervised clinical practice provides an opportunity for students to develop techniques and skills in connection with the total rehabilitation process. It gives them an opportunity for application of theory in the practice of rehabilitation counseling and case management in a rehabilitation setting. Provided under the direction of the school and the immediate supervision of qualified personnel in approved rehabilitation agencies or facilities, supervised clinical practice constitutes full-time study for one semester.

Students who have acceptable counseling experience in rehabilitation must either enroll for supervised clinical practice or participate in a special project approved by the chairman.

Voluntary activities or introductory field experience may not be substituted for, nor counted toward, supervised clinical practice.

### REQUIREMENTS AND PROCEDURES FOR ADMISSION

1. The applicant is required to make application on approved application forms. *No graduate credit will be allowed for any work toward a graduate degree until the application is accepted.*
2. Two copies of the official transcript from an accredited institution showing that a bachelor's degree was awarded must be submitted to the admissions committee. In addition, official transcripts of all work undertaken beyond the bachelor's degree must be submitted. Students who have graduated from non-accredited institutions may have their application presented to the Admissions Committee when these applications include the results of the Graduate Record Examinations.
3. All applicants must have achieved an acceptable undergraduate grade point average or have received a qualifying score, as determined by the admissions committee, on the Standard Aptitude Test of the Graduate Record Examination.\*
4. The applicant must submit a letter in his or her own handwriting stating reasons for wanting to enter into graduate study in rehabilitation counseling at Virginia Commonwealth University.
5. A personal interview with the chairman is required. If this is impractical, the chairman will designate an alternate for a pre-acceptance interview.

The Department of Rehabilitation Counseling evaluates the applicant's fitness for a career in rehabilitation counseling. Careful attention is given to previous work experience, academic background, scholarship, and emotional maturity. The application is then reviewed and passed upon by the Admissions Committee.

6. The deadline for application for the fall semester is August 1; the deadline for the spring semester is December 1.
7. Application forms may be obtained by writing to: Chairman, Department of Rehabilitation Counseling, School of Community Services, Virginia Commonwealth University, 812 West Franklin Street, Richmond, Virginia 23284.
8. All application materials should be returned to the department chairman at the above address.

\*An applicant may elect to prove his ability to complete graduate studies and gain admittance by completing nine hours of undergraduate courses, earning a 3.0 (B+) average in courses specified by the chairman of the Department of Rehabilitation Counseling.

**CANDIDACY**

Admission to graduate study does not constitute candidacy for a degree. Rather, a student who has been admitted to graduate study is advanced to degree candidacy upon the recommendation of the department in which the degree is sought. Advancement to degree candidacy requires that the candidate must have completed between nine and 15 semester hours of graduate study with a minimum grade point average of 3.0; demonstrated clearly the aptitude and ability to pursue graduate work, including independent study; exhibited a commitment to rehabilitation counseling as a profession; demonstrated promise for a successful career in the field selected in terms of temperament and personality. Admission to degree candidacy is not an automatic process, but rather the application for candidacy is approved by the department only after careful evaluation of all pertinent factors.

**TRANSFER CREDIT**

At the time of elevation to candidacy for the degree, a maximum of six semester hours of graduate credit may be transferred toward a Master of Science degree in the Department of Rehabilitation Counseling.

**REQUIREMENTS FOR THE DEGREE OF MASTER OF SCIENCE IN REHABILITATION COUNSELING**

1. A student must complete a minimum of 39 graduate semester credits, approved by the chairman, exclusive of any credit for supervised clinical practice for rehabilitation counselors or required research.
2. Qualified applicants who are employed and meet all entrance requirements may complete the requirements for the degree by studying as full- or part-time students during the regular academic year; either in the day school, Evening College, work-study program, or during the summer sessions.
3. Application to degree candidacy may be made after the student has demonstrated his ability to pursue work of graduate character by satisfactorily completing a semester of residence credits (nine credits minimum; 15 credits maximum) and satisfactorily completing an oral or written examination administered by the chairman. Admission to degree candidacy is given the chairman upon certification of acceptable records of achievements by the student's advisor.
4. A student without acceptable experience in the field of rehabilitation must complete supervised clinical practice for rehabilitation counselors under the direction of the department and the immediate supervision of a qualified person in an approved agency or facility.

5. All students must pass a comprehensive examination. It is administered by the chairman after the student has completed a minimum of 30 graduate credits.
6. Students who have had successful employment in a rehabilitation agency or facility or other successful work experience involving individual case study and adjustment of handicapped persons may, upon approval of the faculty, meet the requirements for supervised clinical practice for rehabilitation counselors by successful completion of an additional six graduate semester credits or a research project.
7. Degree applicants shall have received an overall grade point average of 3.0 ("B").
8. A student who receives a grade of "C" or below on three of his courses will be dropped automatically from a degree program.
9. Full-time graduate status shall consist of a minimum of nine and a maximum of 16 credits per semester. A maximum of 15 semester credits may be earned in summer sessions each summer. The supervised clinical practice experience constitutes full-time graduate status also.
10. Students must continually show acceptable professional behavior to be retained in the graduate program.
11. All requirements for the degree must be completed within seven years from the date of admission to graduate study. This time limitation applies to both full- and part-time students.

### SPECIALIZATION AREAS

The Department of Rehabilitation Counseling through its various courses offers specialization areas to all graduate students within the department. These areas include: 1) mental health rehabilitation; 2) correctional rehabilitation (public offender rehabilitation); 3) vocational evaluation and work adjustment; 4) services to the physically handicapped; 5) community resources utilization and development; and 6) counseling (individual and group).

Courses provide considerable flexibility for students who wish to emphasize special concerns. Internships are provided in mental health, correctional settings, or other settings (such as vocational evaluation and work adjustment units in various rehabilitation facilities). Students may emphasize working with physically handicapped persons and the development of community resources through special courses such as rehabilitation case studies, occupational information, job analysis and placement, work evaluation techniques, work adjustment techniques, and internship. A course in rehabilitation research is also offered and is usually directed toward a student's area of special interest. Faculty members encourage students to select term papers

and research project topics to emphasize areas in which they have the highest level of interest.

All students should note, however, that it is not necessary to specialize or choose a sequence area. This is available only to students who wish to become highly specialized in an area of rehabilitation.

### LIMITATION ON CATALOG PROVISIONS

All rules and regulations set forth in this bulletin as well as the statements regarding fees, will apply until further notice. The right is reserved to make changes in the course of study, fees, and rules and regulations governing the conduct of the work in all schools and programs, in the faculty and staff, and in the classification of students whenever university authorities deem it expedient or wise to do so.

### OUTLINE OF COURSES

\*Denotes Core Content Courses.

Note: All courses below 500 level are undergraduate credit only.

	<i>Credits</i>
RES 301	Development of Rehabilitation Potential . . . . . 3
RES 312	Contemporary Rehabilitation Services . . . . . 3
RES 360	Work Evaluation and Adjustment in Rehabilitation . . . . . 3
RES 425 (525)	Introduction to Rehabilitation . . . . . 3
RES 433 (533)	Directed Readings in Rehabilitation . . . . . 3-6
RES 439 (RCO 539)	Current Problems in Rehabilitation . . . . . 3-6
RES 450	Applied Rehabilitation Methods . . . . . 3
RES 455	Practicum in Rehabilitation . . . . . 6
RES 456	Interpretative Processes in Rehabilitation . . . . . 3
RES 459 (RCO 559)	A Survey of Rehabilitation of Blind and Visually Impaired Individuals . . . . . 3
RES 461 (RCO 561)	Work Evaluation Techniques for Rehabilitation 3
RES 462 (RCO 562)	Work Adjustment Techniques for Rehabilitation . . . . . 3
RCO 607	Community Resources . . . . . 3
*RCO 611	Principles, Methods, and Techniques in Rehabilitation Counseling . . . . . 3
*RCO 612	Principles, Methods, and Techniques in Rehabilitation . . . . . 3
*RCO 623	Occupational Information, Job Analysis, and Placement . . . . . 3
*RCO 625	Measurement and Evaluation in Rehabilitation 3
*RCO 633	Rehabilitation Case Studies . . . . . 3
RCO 637	Introduction to Field Experience for Rehabilitation Counselors . . . . . 3
RCO 638	Practicum in Job Placement in Rehabilitation Counseling . . . . . 3
*RCO 640-641	Medical Information for Rehabilitation Counselors . . . . . 3-6

*RCO 642	Psychiatric Information for Rehabilitation Counselors .....	3
*RCO 654	Seminar in Special Problems in Rehabilitating Handicapped Persons .....	3-6
*RCO 655-656	Seminar in Rehabilitation .....	3-6
RCO 657-658	Seminar in Audiology in Rehabilitation .....	3
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EDU 551	Survey of Special Education .....	3
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†Credits to be announced prior to each institute or workshop.

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## COURSE DESCRIPTIONS

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\*Denotes Core Content Courses.

Note: All 300 and 400 level courses are rehabilitation services (RES). All 500, 600, and 700 level courses are rehabilitation counseling (RCO).

**RES 301 Development of Rehabilitation Potential** 3 credits. • Provides an understanding of the problems confronting the unemployed and underemployed in achieving maximum employment potential. The particular nature of various problems encountered by such populations is analyzed in relation to the nature of the requirements of employment.

**RES 312 Contemporary Rehabilitation Services** 3 credits. • Role of the rehabilitation worker in the development of human resources. Organization of service delivery systems and community resources. The relationship of rehabilitation services to societal needs. Identification of potential recipients of service.

**RES 360 Work Evaluation and Adjustment in Rehabilitation** 3 credits. • Provides an overview of principles of determining work potential and overcoming maladjustment to work. Characteristics of work environments, assessment of work potential, and contemporary problems of work evaluation and work adjustment in rehabilitation services.

**RES 425 (RCO 525) Introduction to Rehabilitation** 3 credits. • This course is designed to give the student a comprehensive overview of the rehabilitation process. It emphasizes the historical, philosophical, social, and legal aspects of rehabilitation. Special attention is devoted to the professional aspects of rehabilitation counseling. The need for rehabilitation counseling and the skills and functions of the rehabilitation counselor are also covered.



**RES 433 (RCO 533) Directed Readings in Rehabilitation** 3-6 credits. Topical course. • Provides an opportunity for students to intensify understanding in one or more areas of rehabilitation through directed readings under supervision of a faculty member. The study experience must be synthesized in a paper and a written or oral examination before a faculty committee.

**RES 439 (RCO 539) Current Problems in Rehabilitation** 3-6 credits. Topical seminar. • A study of developments and implications resulting from rehabilitation research and demonstration activities. Agency problems related to staff improvement and expansion of rehabilitation services and facilities will also be considered as well as reviews of specific disability problems and trends in rehabilitation.

**RES 450 Applied Rehabilitation Methods** 3 credits. • Methods of intervention in rehabilitation, emphasizing the development of interpersonal skills, e.g., communication skills, interviewing techniques.

**RES 455 Practicum in Rehabilitation** 6 credits. • Designed to provide the student with opportunities for observation and participation in rehabilitation and related settings. Experiences are systematically related to theoretical concepts. The practicum will consist of a full-time placement for a total of 240 clock hours.

**RES 456 Interpretative Processes in Rehabilitation** 3 credits. • This course is concerned with methodology of collection, analysis, synthesis, and effective utilization of educational, social, psychological, vocational, and medical information in the rehabilitation process.

**RES 459 (RCO 559) A Survey of Rehabilitation of Blind and Visually Impaired Individuals** 3 credits. • The purpose of this course is to acquaint the student, rehabilitation counselors, and other personnel working in related areas with problems encountered in the rehabilitation of blind and partially sighted persons.

**RES 461 (RCO 561) Work Evaluation Techniques for Rehabilitation** 3 credits. • An in-depth examination of the methods and techniques utilized in determining employment potential and the role of the work evaluator in the rehabilitation process. Specific procedures and approaches are analyzed including the TOWER System, Singer-Graflex System, and other methods currently utilized in rehabilitation services.

**RES 462 (RCO 562) Work Adjustment Techniques for Rehabilitation** 3 credits. • An in-depth analysis of methods utilized in overcoming maladaptive worker behavior in rehabilitation services including group process, sheltered workshops, and non-verbal techniques. The role and function of adjustment personnel in the rehabilitation process. Current problems and research in methods of adjustment.

**RCO 607 Community Resources** 3 credits. • This course emphasizes the means by which the community uses its resources and services to meet the needs of handicapped persons. It provides for study and discussion of the nature and organization of community resources as they relate to rehabilitation; availability of community resources through public and private agencies and facilities including employment potentials, problems in the development and utilization of community resources, observational visits to key agencies, and lectures by representatives of various rehabilitation programs.

**\*RCO 611 Principles, Methods, and Techniques in Rehabilitation Counseling** 3 credits. • This course is designed to acquaint students with principles, methods, and techniques utilized in rehabilitation counseling. Counseling, as applied to various personalities and under varying situations, is discussed. Laboratory practice in counseling is provided.

**\*RCO 612 Principles, Methods, and Techniques in Rehabilitation** 3 credits. • This course is designed to acquaint students with principles, methods, and techniques in rehabilitation as they are applied throughout the rehabilitation process, especially in group work. It includes techniques and methods of case findings; medical, psycho-social, and vocational evaluation; the rehabilitation diagnosis; the determination of financial need; provision of case services; placement, follow-up, and case recording.

**\*RCO 623 Occupational Information, Job Analysis, and Placement** 2 lecture and 2 laboratory hours per week. 3 credits. • Provides an orientation to occupations and occupational information for rehabilitation counselors, study of the literature on occupations and occupational information, writing of job analyses, visits to selected business and industrial establishments employing handicapped persons, and job analyses related to the employment of handicapped individuals.

**\*RCO 625 Measurement and Evaluation in Rehabilitation** 2 lecture and 2 laboratory hours per week. 3 credits. • Consideration will be given to the selection of tests for rehabilitation clients; the determination of need for testing, administering, and interpreting tests; adaptation of tests to special disability groups; suggestions for the integration of test results with the overall rehabilitation diagnosis; the establishment of local norms for rehabilitation clients; the work-evaluation report; and interpretation of test results to client. Tests of achievement, aptitude, intelligence, interest, and personality will be critically examined. Laboratory fee \$4.

**\*RCO 633 Rehabilitation Case Studies** 3 credits. • This course provides for critical analyses of representative rehabilitation cases. Rehabilitation case records are utilized as a basis for presenting an understanding of the handicapped client and his problems; the rehabilitation casework processes and diagnoses; and the provision of services.

**RCO 637 Introduction to Field Experience for Rehabilitation Counselors** 3 credits. • This course provides for concurrent field experience. It is designed for students who have not had any training or experience in interviewing and counseling in rehabilitation settings.

**RCO 638 Practicum in Job Placement in Rehabilitation Counseling** 3 credits. • This course provides for actual experience in rehabilitation counselor activities, with emphasis on placement techniques—including itinerary planning, plant surveys, job-analysis, placement, and follow-up.

**\*RCO 640-641 Medical Information for Rehabilitation Counselors** 3-6 credits. • This course provides medical information for rehabilitation counselors and introduces students to medical terminology. It provides knowledge of the etiology, prognosis, methods of treatment, effects of disabling conditions, and implications for the rehabilitation counselor. Physician-counselor relationships are emphasized as is the interpretation of medical reports. (This course is offered in cooperation with the Department of Rehabilitation Medicine, Medical College of Virginia of Virginia Commonwealth University.)

**\*RCO 642 Psychiatric Information for Rehabilitation Counselors** 3 credits.

• This course provides psychiatric information for rehabilitation counselors so they may have an understanding of disabling psychiatric conditions as well as the emotional aspects of physical disabilities. It deals with impairments of a mental origin including mental retardation, behavioral disorders, neuroses and psychoses—both organic and functional, as well as convulsive disorders. Emphasis is placed on physical, emotional, and social factors that contribute to the various mental illnesses.

**\*RCO 654 Seminar in Special Problems in Rehabilitating Handicapped Persons** 3-6 credits. Topical seminar.

• This course is presented in a series of units. Each unit places emphasis on a special disability group such as paraplegic, deaf and hard of hearing, alcoholic, epileptic, cerebral palsied, cardiac, blind, mentally retarded, mentally ill, drug addict, aged, etc. The incidence and nature of disabilities, psychological factors, vocational problems, and specialized treatment and placement facilities required and techniques of team approach; use of rehabilitation centers and specialized facilities and use of consultants.

**\*RCO 655-656 Seminar in Rehabilitation** 3-6 credits. • Current trends, problems, and developments in rehabilitation are discussed. Students pursue a special interest area such as cultural deprivation, disability determination, work adjustment, work evaluation, etc., and share information and experience mutually with the group. Lectures, reports, and group discussions are utilized.

**RCO 657-658 Seminar in Audiology in Rehabilitation** 3 credits. • This course provides an orientation to audiology as it applies to the rehabilitation process. It includes history of the education of the deaf and hard of hearing, methods of instruction, diagnostic testing and evaluation, and special lectures pertaining to rehabilitation of the acoustically disabled and problems confronted by the counselor or teacher in providing adequate services to this disability group.

**\*RCO 666-667 Supervised Clinical Practice** Both semesters and summer block assignment. 8 credits. • Practical learning by observing and doing. It gives the trainee many opportunities for the application of theory in the practice of rehabilitation counseling and case management and/or work evaluation and work adjustment in a rehabilitation setting. It is provided under the general direction and supervision of the department and the direct supervision of a qualified person within the agency or facility. Students meet regularly with the clinical practice supervisor within the agency or facility to discuss clients' problems and possible solutions.

**RCO 672 Research in Rehabilitation** 3-6 credits. • The student undertakes a research project with the assistance of a faculty member. He is required to write a paper and pass an examination in order to receive credit.

**RCO 681-689 Institutes and Workshops** Orientation institutes and other short-term training programs are offered for rehabilitation counselors newly recruited to the rehabilitation field and for the further professional development of those already employed. Content will vary according to the aims of the institutes or workshops. Length of time and number of credits are announced prior to each institute or workshop.

**RCO 701-702 Thesis** 1-3 credits. • The master's thesis consists of either a carefully planned and executed research undertaking or a detailed and

comprehensive report on a supervised clinical practice experience. Generally, a thesis of the latter type in the latter form will carry one credit and will be taken in conjunction with RCO 666-667 (Supervised Clinical Practice).

#### APPROVED ELECTIVES

**AJPS 455 (555) Community-Based Correctional Programs** 3 credits. • A comprehensive overview of community correctional systems is offered. Probation and parole are covered in detail.

**EDU 551 Survey of Special Education** 3 credits. • For majors and non-majors. An overview of the field of special education; identifying exceptional children, programs, facilities, literature, services, and professional workers. A first course for special education majors.

**EDU 556 Characteristics of the Mentally Retarded** 3 credits. • Nature and needs of the mentally retarded with emphasis upon the degrees of retardation, causes, and concomitant problems. Psychological bases for a suitable curriculum is also explored.

**PSY 527 Psychology of the Handicapped** 3 credits. • A survey of the handicapped persons, with particular emphasis on the mentally retarded, crippled, cerebral palsied, and hard of hearing; extent and nature of the handicap; psychological and emotional aspects; educational treatment and rehabilitation.

**PSY 550 Psychology of the Mentally Retarded** 3 credits. • A detailed psychological analysis is undertaken of problems involved in working with mentally retarded, including those related to the criteria of mental deficiency, classification and diagnosis, psychological testing, casual factors, training and education, interpreting mental deficiency to parents, institutionalization, and professional training for workers in the area.

**PSY 615 Aphasia** 3 credits. • The history of aphasia traced from its beginning in the 18th century to the classical concepts held by the French school (Bouillaud, Broca) in the early 19th century, the revision made by the British school (J. Hughlings, Jackson, Henry Head) and finally, the present state of knowledge reached by contemporary authors (K. Goldstein); various types of aphasia and their correlation with brain lesions; laws governing genesis and restitution of speech disturbances in brain injury persons; theoretical discussion and practical presentation of cases.

**SOC 539 Aging in our Society** 3 credits. • Personal, social, and economic needs of our senior citizens. Adjustments to the process of aging which will be of interest to persons in any age group.

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S. James Cutler, M.S. ....	Professor of Otolaryngology, Medical College of Virginia of Virginia Commonwealth University, Richmond
James B. Funkhouser, M.D. ....	Deputy Commission, Mental and Hygiene and Mental Retardation, Richmond
Ann F. Houston, M.S. ....	Superintendent, Bon Air School for Girls, Bon Air
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Charles H. Merritt, M.S. ....	Assistant Commissioner, Rehabilitation Services, Richmond Field Office
J. Rex Purvis, M.A. ....	Program Supervisor of Deaf Program, Virginia Department of Vocational Rehabilitation

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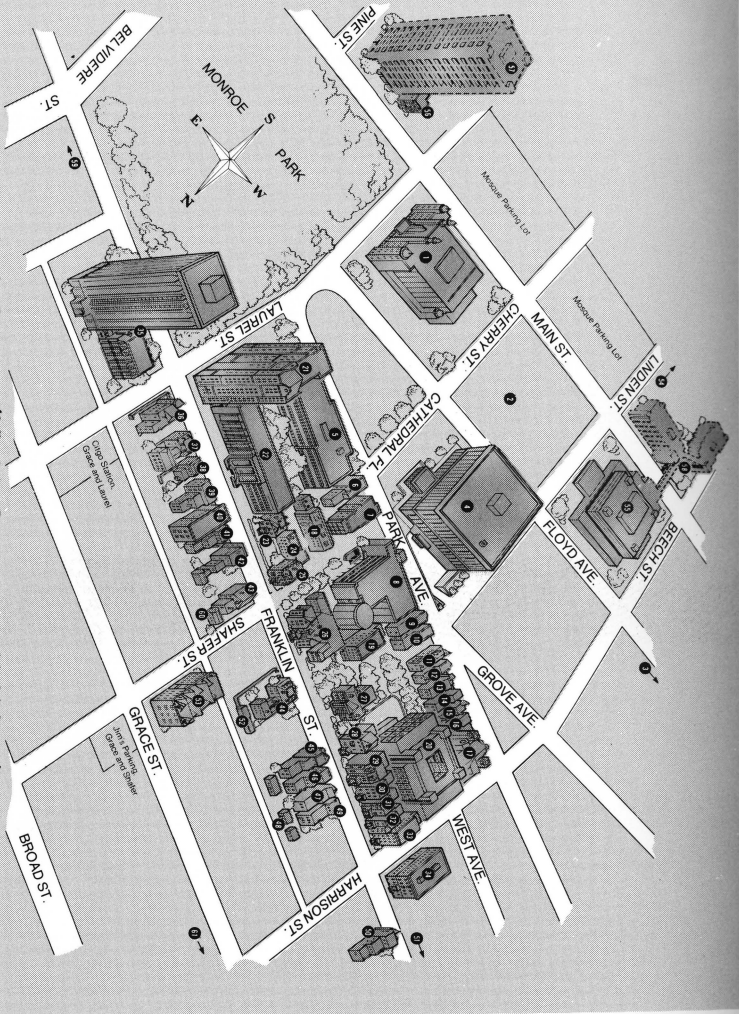
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