

Master of Arts in Counseling Internship Requirements

Counseling Internship Requirements for Master of Arts in Counseling

The purpose of this checklist is to provide students with basic requirements for beginning the counseling internship. This is based on the Missouri Committee for Professional Counselor's guidance. The counseling student must ensure all state internship requirements are met. Review the following sites for more information:

- <https://pr.mo.gov/counselors.asp>
- <https://pr.mo.gov/boards/counselors/lpcslidesgeneralwebsite.pdf>

Internship Checklist

1. The counseling student must find a supervisor at a site that provides clinical counseling with an approved supervisor.
2. The counseling student may not get paid for doing clinical work.
3. Prior to starting the internship, the student must submit the Counseling Internship Form to the Director of Counseling and receive approval to begin.
4. The counseling student must submit a contract signed by both student and supervisor to the Director of Counseling at HLGU. The model contract provided by the Missouri Committee for Professional Counselors can be used as a template. Students or supervisors may add additional information to the contract, such as additional expectations or duties, if desired.
5. The counseling student must attend scheduled meetings with the Director of Counseling and class meeting times.
6. The counseling student may not see more than ten weekly clients unless approved by the Director of Counseling and the clinical supervisor.

Supervisor Requirements

- Must be an LPC, licensed psychologist, or psychiatrist.
- Must commit to and understand supervision guidelines in the ACA Code of Ethics.
- Have full order and control of the counseling student.
- Must review and cosign documentation.
- Provide training appropriate to applicant's area of practice.
- Submit verification of hours, time, and performance to the Director of Counseling.



- Supervisor must not have a relationship that could be exploitative.
- The supervisor must provide weekly supervision with the Counselor in training.
- The supervisor must complete evaluation forms and submit them to the Director of Counseling at the midterm and end of each semester of the Counseling Internship.
- Must be aware of licensure requirements as listed below.

Prerequisite Courses

Must have completed at minimum 30 credit hours of MACO courses. Must be in the last year of the MACO program and complete at minimum the courses listed below:

- Abnormal Psychology
- Professional Counselor Identity and Function
- Diagnosis and Treatment of Substance Use Disorders OR Diagnosis and Treatment of Childhood and Adolescent Disorders
- Counseling Theories
- Ethical, Legal, and Professional Issues in Counseling
- Psychological Tests and Measures
- The Helping Relationship (corequisite for MAC 5300 Supervised Counseling Internship I)





Counseling Internship Supervisor Application Form

Student Name:

Counseling Site Name and Address:

Supervisor Name, Credentials, and Contact Information:

Anticipated Start and End Date:

Tentative Internship Schedule (Days of the Week/Hours):



