

**Western Kentucky University
Department of
Counseling and Student Affairs**

Program and Campus Orientation

Table of Contents

Introduction to the Department	3
CACREP	3
Program Information	3
Advising & Registering for Classes	3
Comps, Certification, and Licensure	3
Comps	4
Certification	4
Licensure.....	4
Counseling Jobs	5
Practicum & Internship	5
Introduction to WKU	5
Introduction to Kentucky	5
Quick Kentucky Facts:	6
Introduction to Western Kentucky University	6
Important Phone Numbers on Campus	6
Getting Started	7
Other Resources.....	7
Athletic Facilities.....	7
WKU Health Insurance.....	8
Medical Care.....	9
WKU campus tours.....	9
Housing Information.....	10
WKU Housing and Residence Life (270) 745-4359.....	10
Off Campus Residence Life.....	10
Parking & Transportation Office.....	11

Introduction to the Department

The Department of Counseling and Student Affairs program offers Master of Arts in Education degrees in Counseling, School Counseling, and Student Affairs. Included in the counseling degree option are two concentrations from which to choose: Clinical Mental Health Counseling or Marriage, Couple, and Family Counseling.

CACREP

All counseling programs are accredited by the Council for the Accreditation of Counseling and Related Educational Programs. Visit www.cacrep.org to learn more.

Program Information

Visit the website (www.wku.edu/csa) for updated information for each program including a description of the program, program plans, degree requirements, practicum and internships, etc.

Advising & Registering for Classes

The Graduate School will send you a letter that you are able to enroll in your classes and the name of your advisor. Contact your advisor to set up a meeting. Your advisor will be the one who registers you for your classes based on your program and track (2, 3, or 4 year). This is done to ensure that you will graduate in time and are taking the correct classes.

Comps, Certification, and Licensure

All masters' students are required to complete comprehensive exams ("comps"). The exams are written based on the program but coordinated through the College of Education and Behavioral Sciences.

http://www.wku.edu/csa/counseling/grad_prep.php

Comps

All students in the counseling master's degree program are required to take "comps." The comprehensive exam is comprised of the national Counselor Preparation Comprehensive Examination developed and graded through the National Board of Certified Counselors.

Visit <http://www.cce-global.org/Org/CPCE> for more information.

Certification

Graduates from a CACREP-accredited counseling program may qualify to become Nationally Certified Counselors (NCC) after passing the National Counselor Exam (NCE) and providing graduate transcripts. The NCC through the National Board of Certified Counselor (NBCC) indicates to the public and employers that the counselors have met the national standards set by the counseling profession. The National Counselor Exam (NCE) is optional to become a Licensed Professional Counselor Associate (LPCA); however, it is required for full LPCC licensure in KY by the time you have completed the requisite hours under supervision.

Licensure

A state license in counseling is the permission from a particular state for a person to practice counseling and /or use the title licensed counselor.

Licensed Professional Clinical Counselor (LPCC)

The Licensed Professional Clinical Counselor (LPCC) credential is required by the state of Kentucky in order to function as a clinical counselor. *To learn more about the LPCA and LPCC, visit <http://lpc.ky.gov/>.*

Licensed Marriage and Family Therapist (LMFT)

Graduates of the WKU Marriage, Couple, and Family Counseling program qualify to become a LPCA/LPCC as well as a Marriage and Family Therapy Associate (MFTA) /

Licensed Marriage and Family Therapist (LMFT). *To learn more about the MFTA and LMFT, visit <http://mft.ky.gov>.*

Counseling Jobs

The job links posted on this page are provided as a helpful resource. They are not necessarily endorsed by WKU but may offer helpful ideas in your counseling-related job search. For more information go to http://www.wku.edu/csa/counseling/internship_manual.php

Practicum & Internship

The Practicum (CNS 591) is the initial counseling experience in a clinical setting. The practicum provides for the development of counseling skills under supervision. This must be successfully completed in the summer semester prior to enrolling in an internship experience.

Internship (CNS 596) is the advanced clinical experience required of counseling students which begins after successful completion of the practicum. This must be successfully completed over two semesters during the fall and spring semesters to complete program degree requirements for graduation. For more information go to http://www.wku.edu/csa/counseling/internship_manual.php

Introduction to WKU

Introduction to Kentucky

An introduction to Kentucky courtesy of Kentucky Tourism: “From the rolling bluegrass-covered hills of legendary Horse Country and the grandstands of America’s most storied thoroughbred racing tracks to the Kentucky Bourbon Trail and world-renowned outdoor adventure, visit Kentucky and experience... a state enriched with deep traditions, important history and authentic heritage.”

Quick Kentucky Facts:

- State capitol: Frankfort.
- State song: “My Old Kentucky Home” by Stephen Foster
- State motto: “United We Stand, Divided We Fall” adopted 1942.
- Famous Kentuckians (born, raised, or both) include Daniel Boone, Muhammad Ali, George Clooney, The Judds, Abraham Lincoln. Plus Duncan Hines was born in Bowling Green!
- Kentuckians use counties as much as towns to describe places, so it is good to know them. Bowling Green is in Warren County.

Introduction to Western Kentucky University

- WKU is the third largest Kentucky public university.
- Its athletic teams are called the Hilltoppers and the mascot is Big Red.
- Often just called Western locally.
- Bowling Green is quite welcoming to Western students. Many places offer discounts for students and/or accept Big Red dollars, which is money you can put on you WKU ID.

Important Phone Numbers on Campus

Financial Aid (270) 745-2755/6 317 Potter Hall

<http://www.wku.edu/finaid/home2.htm>

Registration (Records and Transcripts) (270) 745-335

<http://www.wku.edu/Dept/Support/AcadAffairs/Registrar/transcript.htm>

The Graduate School (270) 745-2446

<http://www.wku.edu/graduate/>

Counseling Center (270) 745-3159

<http://www.wku.edu/Dept/Support/StuAffairs/COUNS/index.htm>

WKU Police (270) 745-2548

<http://www.wku.edu/police/>

Getting Started

This website may be helpful in figuring out your various accounts and login info.

ID numbers/NetID:

- As soon as possible you need to use the 800 ID number that was mailed to you to create your NetID and passwords.
- You will need your NetID for using WKU email, logging onto campus computers (and therefore for printing), and for Black Board.

Student ID Center:

<https://www.wku.edu/idcenter/index.php>

- Also as soon as possible, go to and get your ID.
- Downing Student Union in Room 2125
- Phone number - (270) 745-2417.
- We are open Monday thru Friday, from 8:00 a.m. until 4:00 p.m for regular semester hours, and 7:30 a.m. until 3:00 p.m. during the summer semester . You must have a photo ID with you (such as a driver's license) to prove your identity, and you must also have your WKU ID Number.
- Another great thing about the WKU ID Card - your initial card is absolutely free! This card is meant to last for your whole campus career, but if your card is lost or stolen, you may purchase a replacement for \$20.
- Your card comes with \$150 for black and white printing. If you want to print in color you need to add money to your ID.

Other Resources

Athletic Facilities

Preston Center

<http://www.wku.edu/imrec/facilities/>

Located at the far end of campus from the FAC building, past the parking structure, fields and stadium, and DSU, is a nice facility available for students and faculty.

- The center opens at 6am (most days) and closes at 11pm. They open later on the weekends, and the hours vary during breaks and the summer semester.
- You need your student ID for admission.
- Your full-time student status entitles you to free use of the weight machines, free weights, Stairmasters, treadmills, bikes, Nordic track, indoor track, basketball and racquetball courts, and the swimming pool
- Preston center to have a list of the times the pool will be available.
- Additionally there are aerobic and group classes of all types (yoga, kickboxing, Zumba, Pilates, cycling, abs) available at no additional charge (the cost is included in your tuition.)
- The Preston Center offers massages at a discount price for student, typically \$20-25 for a half hour, \$30-40 for an hour.
- They also offer a variety of fitness evaluations. We recommend the “total fitness package” which includes a beginning and ending fitness assessments and three personal training sessions.
- Daily use locker and locker rentals available.

WKU Health Insurance

Student Health Insurance

Forms and information can be found on the Student Health Services website. Payment is due in full with application. It is a treatment only insurance, meaning it only covers injury and illness, not preventative (including dental). Doctor’s appointments at WKU Health Services based on these criteria are 100% covered and it is expensive to go elsewhere. <https://www.wku.myahpcare.com/>

Graduate Student Health Insurance

Full-time graduate assistants are eligible for GA Health Insurance.

Check the website for details:

http://www.wku.edu/graduate/aid/ga/health_insurance.php

Medical Care

WKU Health Services

<http://www.wku.edu/healthservices/>

(270) 745-5641 1906 College Heights Blvd. #8400

- Monday-Thursday 8:00am-6:00pm
- Friday and Saturday 8:00am-12:00pm Closed on Sundays. Has its own parking lot.
- Bring your student ID, driver's license, insurance card, and method of payment.
- It is better to make an appointment so that you don't have to wait long.
- Flu shots are available; free AIDs testing monthly; physicals, etc.
- There is no longer a pharmacy on campus. However, they have a "dispensary" that offers ibuprofen, Tylenol, cold medicine, etc. for a relatively modest price.

WKU campus tours

<http://www.wku.edu/admissions/tours.php>

Campus tours can be reserved online through the link above or the telephone number (270-745-2551 or 1-800-495-8463). There are bus tours and walking tours available. Try to schedule as far in advance as possible. The link above also gives you access to download a self-guided tour or a virtual tour.

Housing Information

WKU Housing and Residence Life (270) 745-4359

<http://www.wku.edu/housing/>

There is no separate graduate student housing on campus however several of the Residence Halls are open to graduate students including WKU Apartments on Kentucky Street.

Off Campus Residence Life

Some landlords prefer to rent to graduate students over undergraduate students, so tell them who you are up front! Check out the classifieds online at the following: www.bgdailynews.com/ or subscribe to the local newspaper, the Bowling Green Daily News.

1. Student apartments (the monthly price is usually all inclusive)

The Registry at WKU <http://theregistryatbowlinggreen.com/>

College Suites <http://www.collegesuites.net/contact/>

Columns <http://www.andovermgt.com/columns/columns-area/>

2. Apartments open to graduate students and professionals (utilities and such not included)

Chandler Property Management <http://www.chandlerpropertymanagement.com/>

Old Towne Apartments <http://www.theoldtowneapts.com/>

Covington Oaks <http://www.covingtonoaks.com/#home>

Parking & Transportation Office

<http://www.wku.edu/transportation/>

1716 Park St (270) 745-2361

- Monday-Friday 7am to 4:30pm you need a pass to park on campus. In the evening, a current WKU permit is required to park in the Mimosa, Gated Regents and Gated Hilltop parking lots. You can park almost anywhere on campus in the evenings.
- Most students find it easier to walk to campus or park off campus on the adjoining streets. Good places to park are on the side streets like Chestnut, College St., some of the side streets off of College, or if you're really desperate, the public library.
- You can park in the visitor's parking at the Kentucky Museum for free if you go in and get a parking pass for that day from the front desk.
- A commuter parking permit allows you to park in designated areas, however you are not guaranteed a spot. The full year pass can be purchased at the Parking & Transportation Office.
- You can alternatively purchase a Campbell Lane Permit. That allows you to park in The Campbell Lane parking lot and in Mimosa, Gated Regents and Gated Hilltop parking lots weekdays after 4:30 and in All-Permit zone after 2pm. There is free transportation provided from the Campbell Lane lot.