



200 North Main Street, Hatfield, PA 19440 ♦ 800.235.4021 ext 146

Office of Admissions

CERTIFICATE IN ADVANCED PROFESSIONAL COUNSELING (CAPC) APPLICATION

MISSIO welcomes CAPC applicants who already hold a Master’s degree in a counseling-related field and want to continue their education for professional licensure requirements.

APPLICATION DEADLINES

The Admissions Office accepts applications on a “rolling” basis. Your completed application form and your application fee begin the process. Your application will be reviewed by the Admissions Office and the Graduate School of Counseling. The application process and review need to be completed no later than two weeks prior to the start of your first class. An official letter will be sent providing notification of the admission decision.

COURSE COSTS

CAPC classes are available only for credit; no auditing is permitted. Per credit rates are listed on the website (Financial Aid/What Will It Cost).

PERSONAL INFORMATION

Name (Last, First, Middle): _____

Preferred Name: _____ Male Female

Current Address: _____

Home Phone: _____

Cell Phone: _____

Work Phone: _____

*Social Security Number: _____

E-mail address: _____

Date of Birth: _____

*Required for IRS 1098-T

Ethnic Origin (optional): American Indian or Alaska Native Asian African American/Black
 Hispanic of any race Native Hawaiian or Other Pacific Islander Nonresident Alien
 Race and Ethnicity unknown Two or more races White

Country of Citizenship: _____

ENROLLMENT INFORMATION

Which classes do you intend to take?

Online Courses:

- Psychological Assessment (Fall)
- Career & Lifestyle Development (Winter)

- Social & Cultural Diversity (Fall)
- Research & Program Evaluation (Spring)

On Campus Courses:

- Group Counseling (Winter)

Other: _____

Fieldwork/Clinical Instruction:*

- Practicum & Professional Orientation (Spring)
- Internship & Professional Seminar (Fall and Spring)

*Additional application requirements apply. Please see “Additional Requirements for Students Needing Fieldwork Hours” on CAPC webpage (<http://missio.edu/cert-in-advd-prof-counseling>).

Updated: 10/18/18

Only for applicants who **are not** current MISSIO MAC students:

- \$30 Application fee Application Official graduate school transcript (copy acceptable as place holder) Photo ID
 Academic/Professional Recommendation Form (counseling related) Ecclesiastical/Pastoral Recommendation Form

Answer the following: (if you need more space, use a separate piece of paper)

1. Personal Statement of Faith: Describe your conversion to Christ.

2. How does your acceptance into and successful completion of the Advanced Training fit into your professional development plans and goals for your future?

Note: If you are applying for fieldwork, please see “Additional Requirements for Students Needing Fieldwork Hours” on CAPC webpage (<http://biblical.edu/cert-in-advd-prof-counseling>).

Only for applicants who **are** current MISSIO MAC students:

- Application Registration Form

Answer the following: (if you need more space use a separate piece of paper)

1. Address any areas of concern (i.e. academic/character/fieldwork) that were part of your reviews and evaluations while in the MAC program. Why were they concerns? What have you done to improve upon these areas? How might these areas affect your success in this Advanced Training and what measures do you have in place to address it?

2. How does your acceptance into and successful completion of the Advanced Training fit into your professional development plans and goals for your future?

METHOD OF PAYMENT FOR \$30 APPLICATION FEE: (WAIVED FOR CURRENT MISSIO MAC STUDENTS)

- Check Cash Credit Card (“Pay Your Application Online” at <http://missio.edu/become-a-student/how-to-apply>)

Signature of Applicant: _____

Date: _____

Please mail this completed form and your official transcript to the MISSIO Admissions Office (200 N. Main St., Hatfield, PA 19440). You may also fax (215-368-4913) or email (admissions@missio.edu) this form. If you have any questions, please call the Admissions Office at 800-235-4021 or 215-368-5000.

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