



LEEDS
BECKETT
UNIVERSITY

Course Specification

Postgraduate
Certificate
Interpersonal
and Counselling
Skills

Course Code: PCICS

2021/22

Postgraduate Certificate Interpersonal and Counselling Skills (PCICS)

Applicant Course Specification for 2021/22 Postgraduate Entrants

Confirmed at March 2021

General Information

Award	Postgraduate Certificate Interpersonal and Counselling Skills
Contained Award	None
Awarding Body	Leeds Beckett University
Level of Qualification and Credits	Level 7 of the Framework for Higher Education Qualifications, with 60 credit points at Level 7 of the Higher Education Credit Framework for England
Course Lengths and Standard Timescales	Start dates are notified to students via their offer letter. The length of the course is confirmed below and modes of delivery will be confirmed prior to the start date in line with Government guidance: <ul style="list-style-type: none">• 1 year, part-time
Location of Delivery	City Campus, Leeds
Entry Requirements	Admissions criteria are confirmed in your offer letter. Details of how the University recognises prior learning and supports credit transfer are located here: www.leedsbeckett.ac.uk/studenthub/recognition-of-prior-learning . Admissions enquiries may be directed to: AdmissionsEnquiries@leedsbeckett.ac.uk .
Course Fees	Course fees and any additional course costs are confirmed in your offer letter. Fees enquiries may be directed to Fees@leedsbeckett.ac.uk .

Timetable Information

Timetables are made available to students during induction week via:

- The Student Portal (MyBeckett)
- The Leeds Beckett app

Any difficulties relating to timetabled sessions may be discussed with your Course Administrator.

Policies, Standards and Regulations www.leedsbeckett.ac.uk/academicregulations

There are no additional or non-standard regulations that relate to your course.

Your Key Contacts

Course Director	Paul Nicholson
Course Leader	Tara Fox
Academic Adviser	Confirmed at induction
Course Administrator	Charlotte Benn, c.a.benn@leedsbeckett.ac.uk

Work Placement Information

This course does not have work placements.

Professional Accreditation or Recognition Associated with the Course

This course does not have professional body accreditation or recognition.

Course Overview

Aims

This course forms the foundation of the postgraduate counselling and psychotherapy provision. The course has been designed for students returning to higher education and new to the field of counselling and interpersonal skills. The course introduces and familiarises the students with core knowledge of the counselling world, introducing them to counselling skills, personal and professional awareness, ethics, diversity and the implication of professional practice. The course aims to equip students with a critical understanding of the counselling theory, self-awareness and reflective skills involved in becoming a future trainee counsellor. The course aims to enable students to develop autonomy and responsibility in their professional and academic practice. Students are challenged to confront personal prejudices and to think about diversity and develop personal awareness in how they relate to others. The specific aims are for student to:

- Develop critical knowledge of counselling and interpersonal skills.
- Facilitate the practical application and professional competency of interpersonal and counselling skills.

- Develop ethical awareness and a commitment to diversity and anti-oppressive practice in groups and with individuals.
- Develop reflexivity and to facilitate exploration of own awareness of feelings, attitudes, personal and interpersonal relational issues

Course Learning Outcomes

By the end of the course, students will be able to:

- 1 Synthesise theory into practice in the competent and reflexive application of interpersonal and counselling skills.
- 2 Critically reflect on, analyse and evaluate their personal learning process to inform continuing personal and professional development.
- 3 Critically analyse and evaluate key theoretical concepts relevant to the practice of interpersonal and counselling skills.
- 4 Work effectively with ethical issues involved in using interpersonal and counselling skills with clients and identify support systems and required resources.
- 5 Work competently and anti-oppressively with an awareness of social and cultural difference and the different values, beliefs and attitudes of clients from different ethnicities and social groups.

Teaching and Learning Activities

Summary

Learning and teaching activities consist of a mix of lectures, group and individual activities, workshops and case study analysis and, where appropriate, students are given opportunities to relate the material covered to the workplace. Teaching and learning activities are used to build theoretical knowledge, self-awareness and a knowledge of ethics and professional practice.

Students are taught alongside the students on the Certificate HE Interpersonal and Counselling Skills (level 4) course. Learning and teaching activities are sometimes differentiated from the level 4 students to support the development of level 7 academic skills and formative and summative assessments.

A specific course identity is fostered through a group understanding and collaborative working culture developed through the learning experience. An inclusive environment is created in which students learn by sharing their own and their peers' experience through the development of critical reflection, dialogue and debate. The group agree a code of conduct that respects and values the individuals within it whilst taking responsibility for their own psychological safety. This is further enhanced through students developing the core conditions of empathy, congruence and unconditional positive regard as described by Carl Rogers.

A typical session would begin with a reflective session to connect students to the topics for study at their academic level. The theoretical slot follows with tutor input, discussion and reflective activities, which may involve creative materials and small group discussion or student presentation. This work is then consolidated

with the practice of counselling skills in small groups. These sessions are recorded in the specialist skills suite to enable the students to self-evaluate their competence. Peer and tutor feedback is given regularly.

There is an emphasis on practical application of theory to a working environment and the opportunity for students to personalise their learning by via reflective practice on their own approach to the material, considering, discussing and where possible, relating theory to practice. The teaching and learning style of the course is student-centred and on a course of this nature, many students require careful guidance particularly during the early stages due to the challenging activities contained within the course.

Your Modules

This information is correct for students progressing through the course within standard timescales. Details of module delivery will be provided in your timetable. All modules are core.

Modules are studied across Semester 1 and Semester 2
Personal and Professional Awareness (20 credits)
Understanding Theory in Counselling and Interpersonal Skills (20 credits)
Developing the Practice of Counselling and Interpersonal Skills (20 credits)

Assessment Balance and Scheduled Learning and Teaching Activities

The assessment balance and overall workload associated with this course are calculated from core modules. A standard 20 credit module equates to 200 notional learning hours, comprising teaching, learning and assessment, and independent study. Modules may have more than one component of assessment.

Assessment

On this course students are assessed through coursework and a practical assessment.

Workload

Overall workload	Hours
Teaching and Learning	90
Independent Study and Assessment	510
Placement	0
Total	600

Learning Support

If you have a question or a problem relating to your course, your Course Administrator is there to help you. Course Administrators work closely with academic staff and can make referrals to teaching staff or to specialist professional services as appropriate. They can give you a confirmation of attendance letter, and a transcript. You may also like to contact your Course Representative or the Students' Union Advice team for additional support with course-related questions.

If you have any questions about life at our University in general, call into or contact the Student Advice Hub on either campus. This team, consisting of recent graduates and permanent staff, are available to support

you throughout your time here. They will make sure you have access to and are aware of the support, specialist services, and opportunities our University provides. There is a Student Advice Hub on the ground floor of the Rose Bowl at City Campus and one in Campus Central at Headingley. You can also find the team in the Gateway in the Leslie Silver Building at City Campus. Email enquiries may be directed to studentadvicehub@leedsbeckett.ac.uk.

Within MyBeckett there are two tabs (Support and Opportunities) where you can find online information and resources for yourselves. The Support tab gives you access to details of services available to give you academic and personal support. These include Library Services, the Students' Union, Money advice, Disability advice and support, Wellbeing, International Student Services and Accommodation. There is also an A-Z of Support Services, and access to online appointments/registration.

The Opportunities tab is the place to explore the options you have for jobs, work placements, volunteering, and a wide range of other opportunities. For example, you can find out here how to get help with your CV, prepare for an interview, get a part-time job or voluntary role, take part in an international project, or join societies closer to home.