

N.C.C.A.
Degree
Transfer
Assistance
Program
for
Certified Academic Institutions



Effective April 2019

Bachelors/Masters/Doctorate

N.C.C.A.
640 Apex Road
Sarasota, FL 34240



The National Christian Counselors Association *Headquarters*

Dear CAI Center Director:

The National Christian Counselors Association is committed to God's call on our ministry and to do it with excellence. If you feel that God is calling you to do more than just provide counseling or simply maintain your current place in ministry, perhaps you will join with us in assisting others to achieve their academic goals.

Since the early 80's the N.C.C.A. has been providing faith-based training for those God has called to enter the ministry of counseling. One constant has remained since our organization was founded and that is this: Christians not only want training that is bible based and proven effective, but they also want to fulfill their academic aspirations.

Through our years of faithful service, we have built relationships with organizations that are serving Christ in their place in this world. Some of those organizations are Christian Bible Schools, Colleges and Seminaries that are working in the ministry field.

We have agreements with specific schools that award degrees for students who complete a set of requirements for receiving their next level of degree. As a result, the N.C.C.A. is blessed for having a new partner in Christ, the member is blessed by the training received through N.C.C.A. while also achieving their academic goals. Additionally, the school is blessed by assisting the student in reaching these academic goals, which is, effectively, the schools' purpose in the community.

A student can enroll with you and take the necessary training to be credentialed by the N.C.C.A., and at the same time earn their next level degree. We feel this is a great benefit for you, the N.C.C.A., the student and the college. God has blessed everyone involved and we feel that the blessings will continue as we keep honoring Him by providing quality Christian service.

If you have any questions about the material presented please do not hesitate to contact us. We want to educate and support your ministry to the best of our ability and to continue to glorify Jesus Christ in every aspect of our ministry.

In Christian Service,
Rev. Steven M. Baran, D.D.
As President
National Christian Counselors Association

640 Apex Road • Sarasota, FL 34240 • (941) 388-6868 • FAX (941) 378-0687

Website: www.NCCA.org • E-mail: NCCA@NCCA.org

Training Christian Counselors Since 1981

Bachelors

If your student has a high school diploma or G.E.D. equivalency, he or she may elect to apply for a Bachelor's degree in Christian Counseling. The requirements to obtain the Bachelor's degree are as follows:

Bachelor's Degree

In order to obtain a Bachelor's degree in Christian Counseling, the individual must do the following:

1. Complete all of the requirements and be awarded certification as a Certified Pastoral Counselor, i.e.- complete Phase I and Phase II.
2. Successfully complete six (6) advanced courses. The tuition for these courses is normally \$193 each plus processing and shipping.
3. Submit the following:
 - a. a signed letter of authorization from the student stating that N.C.C.A. has the authority to release his or her records and assist them in obtaining a Bachelor's degree.
 - b. Complete a 500 question open-book Bible exam and submitted for written examination credit.
 - c. payment, made payable to the: N.C.C.A., in the amount of \$1,500 to cover the matriculation, administration and transfer fees for a Bachelor's degree in Christian Counseling.
 - d. a check in the amount of \$50 made payable to the N.C.C.A. and a note requesting that the individual's license is upgraded from C.P.C. to the Bachelors level license of Licensed Pastoral Counselor.
 - e. a complete up-to-date resumé (including a current photograph).

IMPORTANT NOTATIONS

The 500 question exam, which is required for the Bachelor's degree can be obtained from N.C.C.A. **Be sure to verify that you have the correct exam for the school you are requesting.**

Checks for transfer fees must be made payable to the: N.C.C.A.

All correspondence must be addressed to:

**N.C.C.A.
ATTN: Degree Transfer
640 Apex Road
Sarasota, FL 34240**

The format for developing a thesis is provided in the back of this program booklet.

Masters

If your student holds a Bachelor's degree **prior** to enrolling in your C.A.I., he or she may elect to apply for a Master's degree in Clinical Christian Counseling. In order to obtain a Master's degree in Christian Counseling, the individual must:

1. complete all of the requirements and be awarded his or her license as a Licensed Pastoral Counselor, (Phase I & II).
2. successfully complete four (4) advanced courses. The tuition for these courses is normally \$193 each plus processing and shipping.
3. submit the following:
 - a. a signed letter of authorization from the student stating that N.C.C.A. has the authority to release his or her records and assist them in obtaining a Master's degree. The university choice must be indicated in this letter.
 - b. a thesis of twenty-five (25) A.P.S. case studies (four to five pages each, to be a minimum of 100 pages.)
 - c. payment in the amount of \$1,500 for the matriculation, administration and transfer fees for a Master's degree in Christian Counseling.
 - d. a check in the amount of \$50 made payable to the N.C.C.A. and a note requesting that the individual's license is upgraded from L.P.C. to the Master's level license of Licensed Clinical Pastoral Counselor.
 - e. a complete up-to-date resumé (including a current photograph).

IMPORTANT NOTATIONS

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All correspondence must be addressed to:

N.C.C.A.
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Sarasota, FL 34240

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A list of several universities where the Master's degree can be obtained is attached. The student will have to select the university of his or her choice and indicate this choice in the letter of authorization which accompanies the Master's degree transfer request. The student should not contact the university directly as N.C.C.A. serves as a liaison or a representative between the student and the university.

Important Notice:

These programs are designed for individuals that have not previously enrolled into any N.C.C.A. program. Therefore, please note that if anyone completes a program of study and chooses to enroll into an additional program they would not take the same prerequisite courses from Phase I and II but would need to substitute them with alternative courses selected from the available NCCA advanced course list as well as complete the additional A.P.S. practicum requirements listed.

For example:

A student that has completed Program 3 and wants to obtain a Doctorate would be required to complete an additional 16 advanced courses and submit 35 additional A.P.S. case studies (over and above the 25 submitted for the Master's degree). The transfer fees for a Doctorate are also \$1,500.

Doctorate

If your student holds a Master's degree **prior** to enrolling in your C.A.I., he or she may elect to apply for one of the following doctoral degrees:

Doctor of Christian Counseling (D.C.C.)

Doctor of Pastoral Counseling (D.P.C.)

Doctor of Philosophy in Christian Counseling (Ph.D.)

Doctor of Philosophy in Clinical Christian Counseling (Ph.D.)

In order to obtain a Doctorate, the individual must:

1. complete all of the requirements and be awarded his or her license as a Licensed Clinical Pastoral Counselor (Phase I & II).
2. successfully complete eight (8) advanced courses. The tuition for these courses is normally \$193 each plus processing and handling.
3. submit the following:
 - a. a signed letter of authorization from the student stating that N.C.C.A. has the authority to release his or her records and assist them in obtaining a Doctorate.
 - b. a dissertation of thirty-five (35) A.P.S. case studies (four or five pages each, to be a minimum of 140 pages).
 - c. payment in the amount of \$1,500 for the matriculation, administration and transfer fees for a doctoral degree.
 - d. a check in the amount of \$50 made payable to the N.C.C.A. and stapled to a note requesting that the individual's license is upgraded from L.C.P.C. (Masters level license) to that of Licensed Clinical Pastoral Counselor-Advanced Certification (Doctoral level license).
 - e. a complete up-to-date resumé (including a current photograph).

IMPORTANT NOTATIONS

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The format for developing a dissertation is provided in the back of this program booklet.

A list of several universities where the Doctorate can be obtained is attached. The student will have to select the degree and the University of his or her choice and indicate this choice in the letter of authorization, which accompanies the Doctorate transfer request. The student should not contact the university directly as N.C.C.A. serves as a liaison or a representative between the student and the university.

GUIDELINES FOR A THESIS/DISSERTATION

If you are providing a counselee's name or any information which might identify a person, YOU MUST include a signed information release form within the section that pertains to that individual. We recommend that actual names be omitted and replaced with fictitious names or a file number.

Please note for your reference that the M.A. thesis requirement is to be a minimum of 100 pages in order to meet the minimum thesis word requirement.

A standard acceptable thesis should be a minimum of 25,000 words, specifically 100 pages, double-spaced line, consisting of 250 words per page.

A working thesis should consist of 25 case studies based on counseling sessions of individuals administered the A.P.S. report as part of the practicum requirement. The doctoral dissertation should be a minimum of 140 pages consisting of 35 case studies.

The format for each case study should follow the same example submitted for the home-work requirement for the course "Temperament Case Studies."

The case study should be assembled accordingly and paginated. The thesis or dissertation should also include a title page, index, bibliography, and appendix as needed.

It must include a cover page that includes your name, the degree program for which it is being submitted, the name of the selected university and the date. **One copy must be provided.**

Each case study should be about 4-5 pages and will reflect an advanced understanding of temperament and include the following:

1. The individual's A.P.S. report scores, e.g., M/P/Gc
2. Description (physical) of the individual and the reason for counseling (or the reason for which you generated an A.P.S. report for them).
3. Information regarding referrals. Did you refer them, for example, to a physician or to a minister of a local church so they could receive a visitation and be encouraged to attend?
4. The number of sessions you had with this individual, what you discussed during these sessions and what was accomplished. List homework assigned or scripture referenced.
5. The counselee's history outlining major events which may have impacted the individual being counseled/helped.
6. A well-developed outline of your work with each individual. This outline should include an honest self-evaluation. For example, where do you feel you were deficient and where did you succeed? Your thesis or dissertation should be comprehensive and honest. The

purpose for the thesis or dissertation is to help you identify your strengths and weaknesses and to assist in the development of your counseling skills.

Please be advised that your thesis or dissertation will be reviewed and graded accordingly and that it weighs heavily on the approval of the degree you are seeking. The overall appearance should be professional and impressive. Spend some time on your thesis; it is a representation of you and your work performance. It should represent you with integrity. Since it is a clinical thesis or dissertation, you will not be required to defend it. However, it will be graded and reported on your college grade transcript.

Continue to the [University Overview](#)

Please note: The preceding document is located [here](#).