

Study Guidelines for the M.A. in Counseling Ministry Comprehensive Exam ETS, 2008 *(adapted from Liberty University MA in Professional Counseling)*

GENERAL INSTRUCTIONS:

The Comprehensive Counseling Exam (CCE) is to be taken in the student's final semester of study. All course work in the required counseling courses must be completed before taking the exam. The exam is scheduled on an as needed basis in consultation with the program director. All counseling students must satisfactorily complete the exam to be eligible for graduation.

Note that this exam does more than simply ask you to repeat back information. Some questions require you to analyze, integrate, or critique information you have learned throughout your studies.

The exam is comprised of two parts and is intended to be taken in two separate sittings. Students may take both sessions of the exam on one day or over two days. In Part I you will need to answer essay questions on three specific course content areas. These are: PM 609 Pastoral Care Ministry; CO 551 Biblical Counseling; and, CO 560 Techniques and Theories of Counseling. In Part II, you will be given a short case study and questions drawn from three of the eight remaining counseling courses related to that case. Since both the content and selection of courses chosen will vary from one exam to another, students will need to be prepared to apply material from each of the remaining counseling courses to the case study. You are not permitted to have any study resources in the room in which the exam is taken, nor to consult such resources during the exam.

A grade of Pass (P, 85) or Fail (F) will be assigned to each of the six sections (three on Part I, and three on Part II). Two professors will read each exam and assign a grade of "P" or "F." If the readers disagree, a third professor will read the exam and assign a grade of "P" or "F."

A student must pass all questions in each section to pass that section. If a student fails one or more of the questions, they must retake the failed section(s), or parts thereof, as determined by the professors, in consultation with the program director.

Please allow two weeks for the exam to be graded. Once the exam is graded, you will be notified of the results by the director of the MACM program.

You may only take the Comprehensive Exam three times. If you fail to pass the exam in three successive tries you will not be allowed to graduate from the program. You may be required to re-take the entire exam again if deemed prudent in the judgment of the director of counseling and counseling staff.

You will need to bring adequate writing pens to the examination; paper will be provided.

Absolutely no other materials are permitted in the examination room. All examination materials must be turned in at the conclusion of the respective exam session. Illegible exam responses will receive a grade of “F;” so write legibly!

If you desire to type the exam on a computer, you may do so but students are not allowed to use their own computers. A computer will be provided for you, if available. Students wishing to use a computer must give two-weeks notice, in writing, of their need for a computer on which to take the exam.

The best way to prepare for the exam is to develop a study schedule (such as three months prior to the exam) that allows you to spend some time preparing in each of the different areas of study. Divide your study time so that you spend roughly equivalent time preparing for each area. Study consistently. Do something relaxing and get a good night’s rest the night before the exam.

Study questions are not provided for the exam. Instead, students should consult the goals of each course syllabus as a general guide in studying for each course. The following courses will be tested on Part I of the exam:

- CO 551 Biblical Counseling
- CO 560 Techniques and Theories of Counseling
- PM 609 Pastoral Care Ministry

Part II of the exam will include questions from three of the following courses, chosen at random by the program director in consultation with the counseling staff. You will not know which three courses are on Part II of your exam until the exam is given to you.

You will not be examined on elective courses in the list below that you have not taken:

- CO 552 Applied Biblical Counseling
- CO 565 Counseling Skill Development
- CO 570 Human Growth and Development
- CO 575 Pre-Marital Counseling
- CO 580 Family and Marriage Counseling
- CO 595 & 596 Supervised Counseling Practicum I & II
- CO 711 Counselor Identity, Function, & Ethics
- CO 715 Counseling Children and Adolescents
- CO 720 Psychopathology & Christian Counseling
- CO 775 Research and Statistics
- CO 791 Independent Study
- CO 795 Current Issues in Counseling

Please see the program director or one of the counseling professors if you have any questions. We will be happy to discuss exam preparation with you or with a group of counseling students, if requested.