

**2020/2021 Program
Estimated Expenses**

Tuition*

Master of Marriage and Family Therapy \$897 per unit

** Tuition and fees are subject to change*

Master's Program

	MFT
Tuition (13 units x \$897)	\$11,661
Total Charges	\$11,661
Stafford Loans	\$10,250
<i>Stafford Loan Origination Fee (1.059%)</i>	<i>(\$109)</i>
Net Stafford Loan	\$10,141
Balance Due	\$1,520

Additional Costs: Estimated expenses do NOT include the cost of textbooks, personal psychotherapy, and other miscellaneous supplies for coursework.

Tuition Payment Plan: A semester installment plan is available – enabling you to pay all or part of your tuition charges in installments without interest. Payments are due on the 15th of each month. A \$25 late fee is charged for payments received after the 20th of each month. Payment plans are set up through TigerNet, which is the student portal.

Enrollment Agreement: Candidates who are admitted must confirm their intention to enroll by completing an Intent to Enroll form. After the Intent to Enroll form has been received, an appointment will be scheduled to complete the enrollment agreement. The agreement will outline in greater detail the estimated amount of tuition, fees, books, miscellaneous expenses, and student performance. Once the agreement has been signed, the student will be eligible for new student registration.

Scholarship Opportunities

Chart Your Path Scholarship: \$1,000 (one time)

Eligibility for the Chart Your Path Scholarship is based on a candidate completing an application for admission during an information session, experiential workshop, or other special event hosted by the Enrollment Services Office.

Financial Aid Application Process and Programs

In order to receive financial aid from Campbellsville University, students need to complete the Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov. The FAFSA is used to determine a student's eligibility for federal student aid, and is processed by the U.S. Department of Education. The FAFSA serves as the initial step in securing financial aid for your graduate education.

If this is your first time completing the FAFSA, you are required to create an **FSA User ID and Password**. The ID and Password acts as an electronic signature not only for the FAFSA, but later on in the loan application process. If you have an FSA ID and Password but have forgotten it, you can select “**Forgot My Password**” or “**Forgot My User Name**” to retrieve it.

The FAFSA will ask you for Campbellsville University's institutional school code **001959**.

Federal Student Aid Programs

Federal Direct Stafford Loan

Graduate students may borrow up to a maximum of \$10,250 per term or \$20,500 per academic year (two terms) in Direct Stafford Unsubsidized Loans. The Unsubsidized Stafford Loan accrues interest while the student is enrolled, and a student may choose to pay the interest monthly or have it capitalized until repayment. There is a variable fixed interest rate for Stafford Loans of 6.08%. There is a 1.059% origination fee deducted from the loan by the Department of Education when it is first originated. The loans are automatically deferred while the student is in school and have a grace period of 6 months after the student graduates or falls below half-time enrollment.

Graduate Direct PLUS Loan

The Graduate PLUS Loan is an option for students who need additional funding beyond what is available through the Federal Direct Stafford Loan program. The Graduate PLUS Loan is a federal loan that requires the student to be credit worthy or have a credit worthy cosigner. There is a variable fixed interest rate for Graduate PLUS Loans of 7.08%. There is a 4.236% origination fee deducted from the loan by the Department of Education when it is first originated. Students may borrow up to their Cost of Attendance. There is no grace period for a Direct PLUS Loan, and repayment begins 60 days after you've received the last installment of the loan for that academic year. However, you are eligible to defer payments until 6 months after you graduate or fall below half-time enrollment.

Alternative Student Loan

An alternative student loan (also referred to as a private student loan) is not a federal student loan, but one through a private bank or other lending institution. Generally, alternative loans have interest rates, repayment terms, and deferment options that are substantially less favorable than those of the Direct and the Direct PLUS Loan programs. Unlike federal student loans, private student loans are not sponsored or guaranteed by government agencies and do not require a FAFSA. They're credit-based, which means a borrower's credit score and history are taken into consideration, along with other factors. Visit <https://www.campbellsville.edu/admission-and-aid/financial-aid/alternative-loan-information/> for additional information on these alternatives.

ENROLLMENT SERVICES OFFICE

The Enrollment Services Office at Los Angeles Education Center of Campbellville University is a resource for all candidates interested in the Phillips Graduate Institute's Marriage and Family Therapy program. Regular business hours are Monday through Thursday, 9:00 a.m. to 6:00 p.m., with hours on Friday from 9:00 a.m. to 5:00 pm. Please visit our website at phillips.campbellsville.edu, call (818) 386-5660, or e-mail phillips@campbellsville.edu for additional information and assistance.

CAMPUS VISITATION

Potential students are strongly encouraged to visit the campus and meet with the Enrollment Services team to gather information about our program, to learn about student life for Marriage and Family Therapy students and to have all questions answered. Additionally, Phillips regularly offers information sessions to provide potential students with information about the University, program, admission requirements, financial aid, and scholarships.

To schedule an appointment or to find out about upcoming information sessions, please visit: phillips.campbellsville.edu or contact the Enrollment Services Office at (818) 386-5660.

APPLICATION DEADLINES

Applications are accepted and reviewed on a “rolling” basis, which means they are reviewed until a program is filled. We encourage all applicants to use the Priority Application dates as guidelines to be considered for the semester they wish to start. Students applying for financial aid should plan to meet the Priority Application dates to ensure completion of the admission and registration process, if admitted.

Fall 2020

Applications will be accepted until the program is full.
Semester begins on September 3, 2020

Spring 2021

Priority Application date is November 15, 2020
Semester begins on January 11, 2021

Applicants are encouraged to contact the Enrollment Services Office for information regarding the application process at (818) 386-5660.

PREREQUISITE REQUIREMENTS

All applicants to Phillips Graduate Institute's Marriage and Family Therapy program must have completed an earned bachelor's or master's degree from a regionally accredited college or a university. Applicants currently enrolled in a bachelor's program may apply to Phillips, but must have their degree conferred prior to the start of the semester for which they are applying.

A cumulative Grade Point Average (GPA) of a 3.0 is required. However, all applications, regardless of GPA, are reviewed in a holistic manner to determine appropriateness and fit for acceptance into the Phillips' Master of Marriage and Family Therapy program. A Grade Point Average Exemption statement will be required prior to review by the Admissions Committee.

APPLYING FOR ADMISSION

TO APPLY FOR ADMISSION

1. Complete all application and documentation requirements. This includes your **Application, Statement of Interest**, and a **Request for Transfer Credit** (if requesting transfer units).

2. **Request three (3) recommendations** from individuals with knowledge of your academic and/or professional potential. Recommendations are to be sent directly to the Enrollment Services Office or emailed to phillips@campbellsville.edu.

3. **Request official transcripts from all previous colleges or universities attended at the undergraduate and graduate level.** These are to be mailed or electronically sent directly to Phillips from the institution.

4. The mailing address is:

Enrollment Services Office
Los Angeles Education Center
19900 Plummer Street
Chatsworth, CA 91311

If there are any questions about the admissions process, please call the Enrollment Services Office at (818) 386-5660.

APPLICATION FOR ADMISSION

For admission consideration, submit your application along with all required documentation. Ensure that the form is fully completed, signed and dated.

STATEMENT OF INTEREST

Applicants are required to submit a 400 – 700 word essay demonstrating interest in the MMFT degree. The statement should describe your interest in becoming a Marriage and Family Therapist and how your life experiences or abilities have prepared you to become an effective therapist. The statement should be emailed to phillips@campbellsville.edu.

RECOMMENDATIONS

Three (3) recommendations are required for applicants to the MMFT program. Recommendations should be written within six (6) months of the application and submitted directly to the Enrollment Services office. An approved form may be found online at phillips.campbellsville.edu.

Applicants should not select family members or friends to provide recommendations. Recommenders should be able to speak to an applicant's ability to be academically and professionally successful in his/her chosen field of study and as a graduate level student.

Where possible, it is preferred that recommendations come from different sources in the applicant's life. Applicants who have not attended school for several years should submit recommendations from persons who are familiar with them on any level of professional involvement.

GRADE POINT AVERAGE EXEMPTION STATEMENT

If an applicant's degree Grade Point Average (GPA) falls below 3.0, the applicant is required to petition for a Grade Point Average Exemption Statement with his/her application.

The applicant must submit a one- to two-page, double-spaced, typed statement explaining past, special, or personal circumstances that contributed to a GPA below 3.0. This statement should also explain why the applicant feels that he/she would be able to successfully participate in a graduate academic program.

REQUEST FOR TRANSFER OF CREDIT

The maximum number of units a degree-seeking student may transfer in at the master's level is twelve (12) units. To be eligible for transfer credit, units must be earned at the graduate level at a regionally accredited college or a university with a grade equivalent to a "B" or higher within the past five years and must have significant comparability in nature, content and level to the comparable required course for which transfer credit is being requested.

If an applicant is requesting credit for graduate coursework completed at another college or university, the applicant must submit the "Transfer of Credit Request" form along with transcripts and course descriptions for the coursework for which he/she is requesting credit. All requests for transfer of credit should be submitted with the Application for Admission; however, requests must be received by the Enrollment Services Office *prior to the start of classes* for courses scheduled within the first term. Requests must be submitted no later than the end of the first term of attendance for courses scheduled after the first term or the request will not be considered. Any requests received after the first term of attendance will not be considered.

The site chair, or his/her designee, will review all requests for transfer credit and the applicant will be notified in writing of the decision. Even if credit is granted, a student may be required to audit coursework as deemed appropriate by the site chair.

Application for Admission

Please type or print legibly. Use an additional sheet of paper wherever allocated space is insufficient.

Program to which you are applying:

Master of:
 Marriage & Family Therapy

I wish to begin the program in: (Check one and indicate year)
 August/Fall 20____ January/Spring 20____ Full-time Part-time

I prefer to have my full cohort day on: Weekday only Saturday only No Preference

Will you be requesting transfer of credits (units must be graduate level)? No Yes
If yes, please complete the Transfer of Credit Request Form and submit it along with your supporting documents.

Personal Information:

Legal Name: _____

Previous Name(s): _____

Nickname: _____ Social Security Number: _____

Street Address: _____

City, State, Zip, Country: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Email: _____

Preferred method of communication: Email Phone Text

How did you first learn about Phillips Graduate Institute's MMFT program? _____
(Please be specific)

If you were referred by a current student, faculty member, staff member, or graduate of Phillips, please list that person's name here:

Have you ever applied to Phillips or Campbellsville before? No Yes When? _____

Have you ever attended Phillips or Campbellsville before? No Yes When? _____

Have you ever been dismissed from a school or college? No Yes (If yes, please explain on a separate sheet of paper.)

Educational & professional Information:

List in **chronological order** all colleges attended regardless of whether courses were completed for credit (use additional paper if necessary). It is your responsibility to request official transcripts from all previously attended colleges or universities to be sent directly from each institution to the Enrollment Services Office. In addition, students with international credentials must submit an official translation from an approved agency.

Name of Institution	Degree Earned	Date Degree Earned/Anticipated



Master of Marriage and Family Therapy

ABOUT THE PROGRAM

The Phillips Graduate Institute's Master of Marriage and Family Therapy (MMFT) program is designed to prepare graduates to work as licensed marriage and family therapists. Systems theories form the core of the academic program, as students are exposed to foundational concepts and the most cutting-edge, research based developments in clinical methodology.

LEARNING OCCURS ON THREE LEVELS:

Traditional academic instruction, skills training, and personal and professional growth.

Lectures and reading assignments are always complemented by hands-on practice. Students are challenged to explore their interpersonal processes in order to develop the personal qualities of excellent Marriage and Family Therapists. Our program respects and encourages students of diverse backgrounds to learn with and from each other, and to be prepared to work in complex, multicultural environments. The cohort model, where a consistent group of students goes through the program together, provides a context in which students learn about systems by reflecting on their cohort process as well as by academic study.

The MMFT program utilizes systemic and relational theories as the basis for academic learning and clinical skills training. Additionally, the program presents a broad array of models for assisting individuals, couples, families, and larger systems to develop and grow.

In practicum, students have support and careful advisement to locate appropriate sites for real-life therapeutic experience consistent with their clinical interests. Students are required to obtain practicum hours that provide clinical experience working with individuals, couples, and families.

The Phillips Graduate Institute's MMFT program at the Los Angeles Education Center of Campbellsville University is both experiential and applied in our educational philosophy. All faculty are licensed, practicing professionals with diverse specializations. Their professional and personal expertise enhances both the classroom experience and the post-graduation careers of our students.

INFORMATION SESSIONS

To learn more about our Master of Marriage and Family Therapy program, join us for an upcoming information session on campus: phillips.campbellsville.edu

CLINICAL PLACEMENT

Students are required by the California state licensing board to complete hours of practicum experience (as determined by the academic program) at an approved agency prior to graduation. This practicum experience allows students to provide counseling services to clients under the supervision of licensed professionals. Students may begin their practicum experience after they have completed 12 units of coursework and have been designated by MFT faculty as trainees who are ready to begin clinical work.

Students may complete a portion of their clinical training, earning hours towards graduation and licensure, at our on-site facility, the California Family Counseling Center (CalFam). The MFT department also maintains a list of approved training sites throughout Southern California.

MFT-approved training sites include counseling centers, schools, community and public mental health facilities, and hospitals. While it is ultimately the student's responsibility to obtain a clinical placement, the faculty advisor and clinical placement director provide assistance and support with the process.

The student's experience in practicum provides a valuable link to community resources, clinical training opportunities, and professional organizations. Additionally, students begin obtaining their clinical hours toward MFT licensure in their practicum experience.

CASE CONFERENCE

This course begins in the first term of the program and introduces students to real world psychotherapy practice, first as observers, then as co-therapists. It provides a hands-on training experience within a small group, which meets once a week.

Students observe actual therapy sessions conducted by a licensed therapist from behind a one-way mirror.

Students participate in discussion with the therapist/ instructor about the clinical work they have just observed. Students are invited to be part of the ongoing therapy as co-therapists or participants on a reflecting team. Through role plays and modeling, students learn communication principles and basic counseling skills that they will need as they begin to see their own clients in practicum. Because the curriculum is carefully designed as an integrated experience, students' participation in Case Conference will reflect the same foundational concepts that are being presented in their first year of academic courses.

CAREER PATHS

Our MFT graduates pursue work in a variety of settings including:

- Private Practice
- Inpatient and Outpatient Facilities
- Employee Assistance Programs
- Hospitals and Health Maintenance Organizations
- Community and Public Mental Health Facilities
- Schools and Early Childhood Centers
- Social Services Agencies
- Courts and Correctional Facilities

A growing number of MFTs also work with other healthcare providers as members of comprehensive teams to provide integrated healthcare services.

Sample Course Schedule

60 TERM UNITS

First Term: (13 units)

- MFC502 Family Therapy: Systemic Approaches (3 units)
- MFC503 Developmental Psychology (3 units)
- MFC507 Foundations of Psychotherapy and Counseling (3 units)
- MFC518 Introduction to Research - I (1 unit)
- MFC519 Case Conference: Pragmatics and Human Communication (3 units)

Second Term: (12 units)

- MFC504 Diversity and Social Justice in Families, Schools, and Other Systems (2 units)
- MFC505 Family Therapy: Evolving Systemic Approaches (3 units)
- MFC520 Abnormal Psychology (2 units)
- MFC523 Case Conference/Practicum (3 units)
- MFC524 Assessment and Treatment in a Developmental Context (2 units)

Summer Term: (11 units)

- MFC529 Group Dynamics/Practicum (3 units)
- MFC549 Psychological Testing (3 units)
- MFC550 MFTs in Community Mental Health (2 units)
- MFC600 Fundamentals of Addiction (3 units)

Third Term: (13 units)

- MFC521 Introduction to Research - II (1 unit)
- MFC528 Couple Therapy (3 units)
- MFC531 Applied Therapeutic Methodology: Relational Therapy I (3 units)
- MFC532 Sexuality and Sex Therapy (1 unit)
- MFC533 Practicum - I (2 units)
- MFC539 Legal, Ethical, and Professional Issues (3 units)

Fourth Term: (11 units)

- MFC522 Professional Project (1 unit)
- MFC534 Applied Therapeutic Methodology: Relational Therapy II (3 units)
- MFC535 Practicum - II (2 units)
- MFC540 Professional Issues for Marriage and Family Therapists (2 units)
- MFC547 Psychopharmacology (3 units)

For more information, please contact the Enrollment Services Office at 818-386-5660 or phillips@campbellsville.edu



Program Schedule

- Our Master of Marriage and Family Therapy program is a 60-unit curriculum delivered on campus over five terms.
- One full day of class each week either on Saturday or on a weekday from 8 am to 5 pm.
- A three-hour weekly Case Conference section for the first two terms.
- Beginning as early as the second term, students start gaining practicum hours at a clinical placement site. The practicum experience extends throughout the remainder of the program. Students should expect to spend approximately 15-20 hours per week in clinical experience, training, and supervision in addition to regular class time.



ADMISSIONS REQUIREMENTS

1. Bachelor's degree from a regionally accredited college or university

2. Minimum Cumulative GPA of 3.0

A "Grade Point Average Exemption Statement" may allow admission for applicants who do not meet the minimum GPA requirement.



HOW TO APPLY

For complete information on the admission process, please contact the Enrollment Services Office at:

818-386-5660

or email

phillips@campbellsville.edu

The Phillips Graduate Institute's Master of Marriage and Family Therapy
19900 Plummer Street • Chatsworth, CA 91311

Los Angeles
Education Center
OF CAMPBELLVILLE UNIVERSITY

The Los Angeles Education Center is an off-campus instructional site of Campbellsville University.

Visit us at phillips.campbellsville.edu

Accredited by the Southern Association of Colleges and Schools Commission on Colleges
Curriculum meets the MFT licensing educational requirements set forth by the California Board of Behavioral Sciences (BBS)
Approved by the Bureau for Private Postsecondary Education