

**PRACTICUM/INTERNSHIP REGISTRATION PROCEDURES**  
**DEPARTMENT OF HUMAN DEVELOPMENT & PSYCHOLOGICAL COUNSELING**

*Students may pre-register or register for a practicum/internship only in accordance with the following policies and procedures.*

Substance abuse policy: Prior to contact with clients in any practicum or internship, students are expected to evidence good judgment and appropriate emotional functioning. Those students who are recovering from a personal addiction to alcohol and/or other drugs are expected to have 12 months of continuous sobriety prior to registering for the Practicum in Counseling and 15 months of continuous sobriety prior to registering for the Internship.

Number of hours/courses required:

Clinical Mental Health Counseling, Professional School Counseling, and College Student Development,--  
HPC 5900 Practicum in Counseling (3 sh)

(Prerequisites: HPC 5220 plus other individual program requirements)

Clinical Mental Health Counseling--HPC 6900 Internship in Clinical Mental Health Counseling (6 sh)

(Prerequisites: HPC 5120, HPC 5220, HPC 5752, HPC 5790, HPC 6120, and HPC 5900 Practicum in Counseling)

Professional School Counseling--HPC 6900 Internship in Professional School Counseling (6 sh)

(Prerequisites: HPC 5310, HPC 5220, HPC 5140, HPC 5790, HPC 5210, HPC 5754, HPC 6620, and HPC 5900 Practicum in Counseling)

College Student Development--HPC 5900 Practicum in College Student Development (3 sh)

College Student Development--HPC 6900 Internship in College Student Development (6 sh)

(Prerequisites: HPC 5410, HPC 5900 and approval of Program Committee)

Marriage & Family Therapy--HPC 6900 Internship in MFT (12 sh)

(Prerequisites: HPC 5270, HPC 5271, HPC 6271 and approval of Program Committee and Department Chairperson)

See catalog and departmental materials for other options.

Liability Insurance: Appalachian State University requires liability insurance coverage for all students enrolled in internship or practicum courses. Appalachian State University participates in a student insurance program with other constituent institutions of the University of North Carolina. The premium for insurance coverage is charged to each student's account along with other registration fees.

How to sign up for course:

1. Prior to the pre-registration/registration period of term when the course will be taken and by the posted deadline, obtain from the HPC website ([www.hpc.appstate.edu](http://www.hpc.appstate.edu)) the "Permission to Register for Practicum/Internship" form.
2. Obtain permission to take the course from your advisor who will give the signed form to the departmental secretary.
3. When approved by the department chairperson, a permit will be issued on the computer allowing you to register. Please note: We may be unable to issue a permit for your first section preference due to availability in the sections offered.
4. The number of students allowed to register each term will be dependent on availability of faculty supervisors.

Grading: The grade for practicum/internship will be "S" or "U."

Setting: A variety of settings will be used for the practicum/internship including, but not limited to, the ASU Counseling Center, area elementary and secondary schools, area colleges and community colleges, and various agencies. You may request a particular setting but no guarantees can be made.

Course content: Contact the practicum/internship instructor.

Additional courses: Extra practica/internships may be taken only upon approval when openings are available in scheduled sections.

Other information: Other questions may be directed to the department chairperson.