

Counseling Internship II

CNL-664B

4 Credits

Mar 5 - Jun 24

Course Description

The internship course is a distinctly defined, supervised clinical experience in which the student refines and enhances basic counseling and student development of knowledge and skills, and integrates and authenticates professional knowledge and skills related to program objectives. The internship is performed under the supervision of an on-site clinical site supervisor approved by the college or university with an average of 1 hour per week of individualized and/or triadic supervision throughout the internship. Internship students participate in a minimum of 1 ½ hours per week of group supervision via Zoom with a counseling faculty member or student supervisor who is under the supervision of a counselor education program faculty member on a regular schedule throughout the internship. Documentation of 300 hours of counseling-related activities, which includes a required minimum of 120 direct client contact hours, is submitted directly to the college's Office of Field Experience for verification and tracking. This course has multiple synchronous required activities. Students must be prepared to be flexible in meeting the demands of this course in order to meet the internship requirements. Practicum/field experience hours: 300. State licensure requirements may mandate additional hours. Students must review and adhere to their state board's additional requirements. Prerequisite: CNL-624 and CNL-664A; a GPA of 3.0 or better; maintenance of student professional liability insurance in the amount of \$1 million, \$3 million; and college approval.

Instructor Contact Information

Sharon Silverberg

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Class Resources

LopesWrite (REQUIRED)

Refer to the LopesWrite webpage for guidance regarding assignments requiring submission to LopesWrite.

<https://support.gcu.edu/hc/en-us/articles/201277380-LopesWrite>

APA Formatting Tutorial (REQUIRED)

Review the APA Formatting Tutorial for formatting assistance.

<https://ssc.gcu.edu/#/media-element/1FF26538-38D0-EA11-910D-005056BDE9D6>

CMHC Counselor Dispositions (REQUIRED)

Students in the Clinical Mental Health Counseling (CMHC) programs should refer to the "Counselor Dispositions" document located on the Clinical Mental Health Counseling (CMHC) tab located on the Student Success Center for the College of Humanities and Social Sciences.

<https://ssc.gcu.edu/#/page/chss/>

GCU Technical Support: Lopes Activity Tracker (REQUIRED)

For assistance using Lopes Activity Tracker to compile your clinical experiences required by your program, review the Lopes Activity Tracker webpage on the GCU Technical Support website.

<https://support.gcu.edu/hc/en-us/articles/360036640353-Lopes-Activity-Tracker>

Adding Lopes Activity Tracker to the Student Portal (REQUIRED)

Document the locations and hours you spend in the field through the Lopes Activity Tracker. Keep a copy for your records and submit the form to the digital classroom by the end of the course. For assistance in adding the Lopes Activity Tracker to your Student Portal, review the "Adding Lopes Activity Tracker to the Student Portal" document located on the Additional College Resources tab on the College of Humanities and Social Sciences website.

<https://ssc.gcu.edu/#/page/chss/>

CNL-664B CACREP Standards Mapping of Learning Outcomes (REQUIRED)

The course objectives were developed to meet the identified 2016 CACREP standards. Where applicable, objectives clearly identify the standards addressed.

Review the "CNL-664B CACREP Standards Mapping" document to see which specific CACREP standards are mapped to the course.

CNL-664B-RS-CACREPStandards.docx

Methods of Instruction (REQUIRED)

The methods of instruction for this course may include but are not limited to lectures, small and large group discussion, guest speakers, individual assignments, group assignments, discussion questions, readings, videos, and online instruction.

Disability Accommodation Policy and Procedures Statement (REQUIRED)

Grand Canyon University (GCU) seeks to serve all students equally. This plan is established to provide all students with equal access to GCU's programs, systems, and facilities. To receive accommodations through the University, students are required to complete the Accommodation Request Form and provide supporting documentation to Student Disability Services.

Note: GCU cannot provide accommodations that are not requested. Review the Student Disability Services section of the University Policy Handbook, located on the GCU website for specific information regarding the policy and procedures.

Student Performance Evaluation Criteria and Procedures (REQUIRED)

For specific information on the grading policies and procedures, please see the most current University Policy Handbook (UPH) located on the Academic Catalog and Policies page.

<https://www.gcu.edu/academics/academic-policies.php>

Graduate Field Experience Manual (REQUIRED)

Review the Graduate Field Experience Manual on the CMHC and SC Practicum/Internship Resources tab located on the Student Success Center for the College of Humanities and Social Sciences.

<https://ssc.gcu.edu/#/page/chss/>

GCU Library Evaluating Sources: Scholarly Sources (REQUIRED)

Review the GCU Library Evaluating Sources: Scholarly Sources and read "Defining Scholarly Resources." You are required to support information provided in your assignments using scholarly resources.

<http://libguides.gcu.edu/EvaluatingSources>

Counseling Informed Consent Forms (REQUIRED)

Every time you are recording a client session to meet a course requirement, an informed consent form must be completed prior to the recording. If the client is a minor, a child assent and parent consent form must be signed. Check with your state laws and regulations regarding informed consent to ensure the correct form is completed. Informed consent forms should be saved/stored according to professional ethical mandates and the agency/site policies. Signed copies should not be uploaded to the digital classroom. To find the consent form(s), visit the CMHC and SC Forms, Handbook, and Resources tab located on the Student Success Center for the College of Humanities and Social Sciences.

<https://ssc.gcu.edu/#/page/chss/>

Additional Counseling Requirements (REQUIRED)

The information below is applicable to all students enrolled in any Counseling program at Grand Canyon University.

Required Program Materials: *DSM* and *ICD*

Diagnostic and Statistical Manual of Mental Disorders (DSM)

Students of GCU's Counseling programs are required to possess a copy of the current version of the American Psychiatric Association's *Diagnostic and Statistical Manual of Mental Disorders (DSM)*. The manual will be used throughout your program. The *DSM* will be used from course to course, so students who already own the current edition of the manual need not purchase another. Once purchased, students should keep the manual for all subsequent classes while attending GCU and for reference after graduation.

International Classification of Disease

Students are required to familiarize themselves with the current version of the *International Classification of Disease (ICD)* reference on the World Health Organization website.

Syllabus and Textbook Access

Many states require syllabi for licensure. If you are required to provide syllabi, contact your Student Service Counselor (SSC) to request official copies. Textbooks delivered via BibliU are accessible through the BibliU library upon first access to the digital classroom. It is recommended you download the BibliU app to access your textbooks. If a textbook is not delivered through BibliU, make sure to save the e-book to your computer as a PDF file. If you have trouble saving the e-book, contact GCU Technical Support.

Recommended Program Material:

Publication Manual of the American Psychological Association

GCU has made APA templates and other resources available within the Student Success Center. However, be aware that a more complete APA manual can be purchased at your own expense. To order the APA manual,

please visit the American Psychological Association website.

<https://www.apa.org/>

Participation (REQUIRED)

For SC and CMHC practicum and internship courses, participation is based on the counselor in training's weekly active engagement during of the 1.5 hour Zoom group supervision meetings.

Participation grades will be based on the counselor in training's promptness and on their active engagement throughout each session. Consequently, counselors in training are not required to respond to peers on the discussion forum for the purposes of participation; however, students must still complete an initial response to the weekly DQ prompt for a separate grade.

Internship Note (REQUIRED)

In this course, you are expected to complete both direct and indirect hours. If hours are not completed by the end of the internship course, students will fail the course and will need to repeat the course. Please see the Graduate Field Experience Manual (GFEM) for descriptions of what constitutes direct and indirect hours.

Your 90-minute Weekly Group Supervision and Consultation Attendance sessions are required and will count as group supervision hours. **Extenuating** circumstances will be considered by the instructor on a case-by-case basis. Students are expected to record their sessions via Zoom and review it in supervision. **Refer to the Graduate Field Experience Manual (GFEM) for guidance on recording requirements, procedures and expectations.** Students must meet with their site supervisor once a week for one hour. During this time students should come prepared with session recordings, highlighting areas of weakness and strengths to help improve clinical skill as well as specific questions. Students are expected to be respectful, receptive, and mindful of feedback provided and incorporate into future work.

Contact Hours Requirement (REQUIRED)

Counselors in Training Professional Development and Practice

Counselors in training are required to maintain active membership in the American Counseling Association.

Counselors in training are expected to adhere to the GCU Counseling Dispositions and ACA Code of Ethics.

Counselors in training are required to dress professionally and appropriately for all sessions and clinical activities, maintaining a standard that reflects the respect and responsibility of the counseling profession.

You are advised to build rapport and maintain a professional therapeutic relationship for all sessions. Treat clients' privileged information with respect. Interns may discuss or consult with one another about clients, but this is NOT a substitute for supervision. Discussing a challenge with a peer does not replace the need to address it in supervision.

Confidentiality prevails. Do not discuss clients, fellow students, or any other confidential information outside of the professional or educational setting. When discussing clients or meeting with clients, it is the counselor in

training's responsibility to ensure a private setting.

If clients need additional support or present concerns beyond your scope of practice or training, you must consult with your clinical site supervisor (CSS) to facilitate appropriate interventions and/or referrals. If a client mentions or suggests suicidal or homicidal thoughts, abuse, or neglect, it is imperative to notify your CSS immediately. You are mandated reporters. Additional consultation and supervision are available from your faculty supervisor as needed.

Additional Guidelines for Sessions and Recordings With Clients

Individual sessions/recordings should be 45–50 minutes, except for children's sessions, which typically range from 30 to 45 minutes. Individual sessions should not exceed 60 minutes. If a crisis situation occurs, get a supervisor. This would be the only reason for a session running long. Sessions need to be audible; be sure to test your equipment! Do not stop recording mid-session because you feel uncomfortable. When a client becomes uncomfortable with the recording of a session, it's important to respond with sensitivity and professionalism. When requesting feedback from the client, ensure it is done in a manner that fosters trust, supports professional growth, and enhances the therapeutic process, without placing undue pressure on the client. Additionally, consult with your CSS and/or your faculty supervisor for guidance on how to effectively incorporate client feedback into your development.

Individual or Triadic Supervision

Each week you are also required to attend a minimum of one hour of individual or triadic supervision with your clinical site supervisor. You are expected to come to the supervision meetings prepared as defined by the clinical site supervisor.

Guidelines About Supervision

Try to record as many sessions as possible while at your internship site; you will need to have a minimum of two recorded sessions. You should have recordings to present at every supervision meeting. Not having a recording is NOT a reason to miss supervision. Be prepared to discuss your client's presenting problems, any countertransference you may be experiencing, your skills, your theory, and your areas of strengths and weaknesses. Be prepared to receive feedback from your supervisor, as this feedback is intended to help improve your counseling skills. Counselors in training are expected to be respectful, receptive, and mindful of feedback provided by their triadic supervisor and incorporate feedback into future sessions. Please be open to this feedback. Openness is demonstrated by a willingness to acknowledge that you do not know everything and that there are several ways to respond to clients. Your clinical site supervisor will help you determine the response that will facilitate growth for your client. Your growth and development as a counselor in training will be assessed throughout the internship, with your CSS conducting formative and summative evaluations, and your faculty supervisor providing a summative evaluation of your growth and development in knowledge, skills, and dispositions.

CNL-664B Internship Terminology (REQUIRED)

Throughout your internship experience, you will see and hear various terms related to the course and the counseling profession. Please review the "Internship Terminology" document at the beginning of your course and refer to it as needed throughout your internship course.

Zoom Access (REQUIRED)

As directed by your instructor, access Zoom to complete your course assignments. For licensed accounts, Zoom can be accessed by clicking on the link below. When initially setting up your Zoom account, be sure to use your **GCU email address**.

<https://my-gcu-edu.zoom.us/>

GCU Zoom Resources - Counseling and Social Work (REQUIRED)

To set up a licensed Zoom account to use during your counseling or social work courses while you are a GCU student, review the "GCU Zoom Resources-Counseling and Social Work" document found on the "Additional College Resources" tab on the GCU College of Humanities and Social Sciences website. **Note:** Use your GCU student email when accessing your licensed Zoom account

<https://ssc.gcu.edu/#/page/chss/>

Clinical Mental Health Counseling e-Portfolio Requirements (REQUIRED)

At the end of this program, you will be required to submit an e-Portfolio. The e-Portfolio will highlight your progress and accomplishments as a developing clinical mental health counselor both academically and professionally. We recommend that you use Weebly or Google sites to create your portfolio. Attached are the portfolio requirements. Please make sure you have at least one artifact for each required section below. Please note, a few sections are optional. From the Home Page, click on the Counseling programs drop down menu and click on the Clinical Mental Health Counseling tab. Sign into the Clinical Mental Health Counseling page and you will click on the e-Portfolio tab at the top of the page to find the related e-Portfolio documents.

<https://cce.gcu.edu>

CMHC e-Portfolio Guidelines for Artifacts (REQUIRED)

At the end of this program, you will be required to submit an e-Portfolio. The e-Portfolio will highlight your progress and accomplishments as a developing clinical mental health counselor both academically and professionally. We recommend that you use Weebly or Google sites to create your portfolio. Please make sure you have at least one artifact for each required section listed in the CMHC e-Portfolio Guidelines for Artifacts. From the Home Page, click on the Counseling programs drop down menu and click on the Clinical Mental Health Counseling tab. Sign into the Clinical Mental Health Counseling page and you will click on the e-Portfolio tab at the top of the page to find the related e-Portfolio documents.

<https://cce.gcu.edu>

Counselor in Training (CIT) e-Portfolio Guidelines (REQUIRED)

The CMHC e-Portfolio showcases your learning and development throughout your program of study; however, the final e-Portfolio will not be submitted until the end of your program in CNL-664AB: Counseling Internship II. As a result, you will need to consider concrete evidence of your counselor identity development based on various experiential learning opportunities. Although some of the professional artifacts related to the professional dispositions of learners may be selected from different course assignments as listed in the CMHC e-Portfolio Guidelines, you may also provide evidence of your growth with other relevant assignments or activities depending on your personal preference. Please see the Counseling e-Portfolio Template and use it to guide you in your selection process of how to best represent your ongoing professional development as a counselor in training. From the Home Page, click on the Counseling programs drop down menu and click on the Counseling tab. Sign into the Counseling page and you will click on the e-Portfolio tab at the top of the page to find the related e-Portfolio documents.

<https://cce.gcu.edu>

GCU Writing Center (REQUIRED)

Refer to the Writing Resources located on GCU's Student Success Center website for additional guidance on completing assignments in the appropriate style and academic level.

<https://ssc.gcu.edu/#/page/writing-center/3575>

GCU Library's Academic Writing (REQUIRED)

Refer to the GCU Library's Academic Writing resources on the Academic Writing and Study Skills website to find writing resources and tutorials.

<https://libguides.gcu.edu/writing/WritingTutorials>

CMHC and SC Counselor in Training Handbook (REQUIRED)

Review the "CMHC and SC Counselor in Training Handbook" on the CMHC and SC Forms, Handbook, and Resources tab located on the Student Success Center for the College of Humanities and Social Sciences. Become acquainted with the expectations and program requirements to complete a successful program of study.

<https://ssc.gcu.edu/#/page/chss/>

CMHC Practicum and Internship Orientation Video (REQUIRED)

Watch the "CMHC Practicum and Internship Orientation" video on the CMHC and SC Practicum/Internship Resources tab located on the Student Success Center for the College of Humanities and Social Sciences.

<https://ssc.gcu.edu/#/page/chss/>

CNL-664B Student Guide to Individual Student Assessment - KPIs Video (REQUIRED)

To understand individual student assessments and Key Performance Indicators (KPIs) view the Student Guide video.

<https://ssc.gcu.edu/#/media-element/c2b46d96-ff50-ef11-9199-005056bd1429>

CNL-664B Student Guide to Individual Student Assessment - KPIs Presentation (REQUIRED)

To understand individual student assessments and Key Performance Indicators (KPIs) view the Student Guide presentation attached.

[CNL-664B-StudentGuide-IndividualStudentAssessment-KPIsPresentation.pdf](#)

Statement on the Integration of Faith and Work (REQUIRED)

Read the "Statement on the Integration of Faith and Work" from Grand Canyon University's One Foundation in preparation for the course assignments and discussion questions.

<https://www.gcu.edu/sites/default/files/media/Documents/Statement-IFLW.pdf>

ACA Code of Ethics (REQUIRED)

Review the current version of the American Counseling Association (ACA) Code of Ethics. School counselors must adhere to both the ACA and ASCA ethical standards. You will use this in your assignments and discussion questions throughout the course.

<http://www.counseling.org/knowledge-center/ethics>

CHSS Christian Worldview Integration (REQUIRED)

Grand Canyon University is a Christian institution committed to service and engagement in the way of Jesus through intentional Christian community. The College of Humanities and Social Sciences focuses on developing purposeful, globally minded individuals who exemplify Christ's love and compassion. Through our rigorous academic programs, we equip our students with the necessary tools to engage in meaningful dialogue with all humanity and make a positive impact on the world.

"The Lord does not look at the things people look at. People look at the outward appearance, but the Lord looks at the heart." (1 Samuel 16:7 NIV)

Topic 1: Internship II

Mar 5, 2026 - Jun 24, 2026 Max Points: 1000

Objectives:

1. Evaluate the direct and indirect services offered at the internship site.
2. Integrate counselor knowledge, skills, and actions in the clinical setting.
3. Appraise the experience of leading or co-leading a counseling or psychoeducational group to determine effectiveness and identify areas of improvement. [CACREP 3.E]
4. Create a case conceptualization grounded in theory of an actual client and the counseling process.
5. Analyze opportunities of social and cultural diversity that emerge during the internship experience.
6. Analyze self-assessment data to strategize and plan for continued growth and development as a clinical mental health counselor. [CACREP 2.F.1.b, 2.F.1.k]

Resources

Statement on the Integration of Faith and Work (REQUIRED)

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Counseling Informed Consent Forms (REQUIRED)

Every time you are recording a client session to meet a course requirement, an informed consent form must be completed prior to the recording. If the client is a minor, a child assent and parent consent form must be signed. Check with your state laws and regulations regarding informed consent to ensure the correct form is completed. Informed consent forms should be saved/stored according to professional ethical mandates and the agency/site policies. Signed copies should not be uploaded to the digital classroom. To find the consent form(s), visit the CMHC and SC Forms, Handbook, and Resources tab located on the Student Success Center for the College of Humanities and Social Sciences.

<https://ssc.gcu.edu/#/page/chss/>

Cover Letters (REQUIRED)

Read "Cover Letters," from GCU Career Impact Center for information regarding cover letter creation.

[How to Create a Cover Letter.pdf](#)

Example Resume (REQUIRED)

Review the "Example Resume" for an example of an organized, simple, and professional resume.

Resume Example.pdf

Assessments

Summary of Current Course Content Knowledge

Start Date & Time	Due Date & Time	Points
Mar 5, 2026, 12:00 AM	Mar 5, 2026, 11:59 PM	0

Assessment Description

Academic engagement through active participation in instructional activities related to the course objectives is paramount to your success in this course and future courses. Through interaction with your instructor and classmates, you will explore the course material and be provided with the best opportunity for objective and competency mastery. To begin this class, review the course objectives for each Topic, and then answer the following questions as this will help guide your instructor for course instruction.

1. Which weekly objectives do you have prior knowledge of and to what extent?
2. Which weekly objectives do you have no prior knowledge of?
3. What course-related topics would you like to discuss with your instructor and classmates? What questions or concerns do you have about this course?

Class Introductions

Start Date & Time	Due Date & Time	Points
Mar 5, 2026, 12:00 AM	Mar 7, 2026, 11:59 PM	0

Assessment Description

Take a moment to explore your new classroom and introduce yourself to your fellow classmates. What are you excited about learning? What do you think will be most challenging?

Week 1 DQ 1 (Obj. Course)

Start Date & Time	Due Date & Time	Points
Mar 5, 2026, 12:00 AM	Mar 11, 2026, 11:59 PM	2.5

Assessment Description

Confirm the completion of the Internship Acknowledgement and Action Plan. Indicate "yes" or "no" to confirm completion.

Group Facilitation Reflection Preparation

Start Date & Time	Due Date & Time	Points
Mar 5, 2026, 12:00 AM	Mar 11, 2026, 11:59 PM	0

Assessment Description

During Week 14 you will have an assignment in which you do a reflection on the experience of co-facilitating or facilitating a psychoeducational group counseling session. If you have not had an opportunity to lead or co-lead a group, you will need to do so in preparation for this assignment. If you are doing the group session in class, then it will be synchronous, and the instructor will assess you during the session. As a reminder, if you are recording the session at the site, you will need to aim the camera at yourself and not on the client. Furthermore, review the informed consent and assent documents and familiarize yourself with the site's policies and procedures. Please contact your instructor with any questions.

Internship Acknowledgement and Action Plan (Obj. 1.1, 1.2, and 1.3)

Start Date & Time	Due Date & Time	Points
Mar 5, 2026, 12:00 AM	Mar 11, 2026, 11:59 PM	25

Assessment Description

For Counselors-in-Training (CITs), the development of a plan which encompasses professional and personal expectations for the internship experience is essential. This plan should inform your decision-making and serve as an accountability tool.

Complete the "Clinical Mental Health Counseling Internship Acknowledgement and Action Plan" template. This plan should be completed prior to collaborating with your site supervisor. Plan to discuss the requirements for the internship and develop an action plan to guide your field experience. After collaborating and making any necessary revisions, finalize the document with required signatures and initials.

You may wish to revisit the Action Plan created during CNL-624. This may serve as the basis for your Internship Acknowledgment and Action Plan in this course. However, you will most likely need to update the plan to reflect your current goals.

The completed acknowledgment form and action plan must be signed by the site supervisor and CIT. The plan is tentative and may be modified as needed during your internship.

This assignment should be submitted using the template provided. APA format is not required, but solid academic writing is expected.

This assignment uses a rubric. Please review the rubric prior to beginning the assignment to become familiar with the expectations for successful completion.

You are required to submit this assignment to LopesWrite. A link to the LopesWrite technical support articles is located in Class Resources if you need assistance.

This assignment is informed by the following CACREP Standards: 2.F.1.b. The multiple professional roles and functions of counselors across specialty areas, and their relationships with human service and integrated behavioral health care systems, including interagency and interorganizational collaboration and consultation. 2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice. 3.C. Formative and summative evaluations of

the student's counseling performance and ability to integrate and apply knowledge are conducted as part of the student's practicum and internship.

Attachments

CNL-664B-RS-CMHCCounselingInternshipAcknowledgementandActionPlan.docx

Week 1: Lopes Activity Tracker (Individual and Group)

Start Date & Time	Due Date & Time	Points
Mar 5, 2026, 12:00 AM	Mar 11, 2026, 11:59 PM	5

Assessment Description

1. Record your weekly direct and indirect hours in Lopes Activity Tracker.
2. Remind your clinical site supervisor that they must review your hours on Lopes Activity Tracker.

Informed Consent Acknowledgement

Start Date & Time	Due Date & Time	Points	Time Limit
Mar 5, 2026, 12:00 AM	Mar 11, 2026, 11:59 PM	10	5 hrs

Assessment Description

Complete the Informed Consent Acknowledgement.

Week 2 DQ 1

Start Date & Time	Due Date & Time	Points
Mar 12, 2026, 12:00 AM	Mar 18, 2026, 11:59 PM	2.5

Assessment Description

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Counselor Ethical Boundaries and Practices (CNL-505)
- Reflection: Growth related to the guiding questions
- Related Standards: Professional (CACREP, ACA) and ethical (ACA)
- Graphic/Quote: Illustrate and personalize.

Indicate yes or no to confirm whether each component is included in your link.

Week 2: Lopes Activity Tracker (Individual and Group)

Start Date & Time	Due Date & Time	Points
Mar 12, 2026, 12:00 AM	Mar 18, 2026, 11:59 PM	5

Assessment Description

1. Record your weekly direct and indirect hours in Lopes Activity Tracker.
2. Remind your clinical site supervisor that they must review your hours on Lopes Activity Tracker.

e-Portfolio Reflective Narrative (Week 2)

Start Date & Time	Due Date & Time	Points
Mar 12, 2026, 12:00 AM	Mar 18, 2026, 11:59 PM	10

Assessment Description

Your e-Portfolio narratives associated with dispositions will be developed in the e-Portfolio reflection assignments. These narratives related to the specific artifacts not only demonstrate growth in knowledge, skills, and dispositional values over time, but they also serve as a valuable tool for self-reflection and goal setting. Using the feedback provided by your instructors in previous courses and your personal perspective, describe the purposeful revisions you made to the designated artifacts to demonstrate a deeper understanding of the progression of your development and competency in the KPIs outlined in your performance assessments.

This week, you will be developing your e-Portfolio page for the dispositional value of **Psychological Fitness**. Use the designated artifact for this disposition located in the CMHC e-Portfolio Guidelines for Artifacts as a starting point for your reflection. Reflect on your experiences and ongoing learning as a counselor in training (CIT) for the dispositional value of Psychological Fitness in relation to the ethical and professional standards outlined in the CMHC Counseling Dispositions and Guiding Questions document. Also, consider the related guiding questions and reflect on your experiences and growth in these areas to represent insight into your development as a dedicated CIT, and identify areas for further growth and development.

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Counselor Ethical Boundaries and Practices (CNL-505)
- Reflection: Growth related to the guiding questions
- Graphic/Quote: Illustrate and personalize
- Professional and ethical standards:
 - ACA Code of Ethics Standard: C.2.g
 - CACREP Common Core Area Standards

You will complete your reflective narrative in your actual e-Portfolio. Please provide an active link to your respective e-Portfolio web page using the "e-Portfolio Link Submission" attachment. NOTE: You will only be completing this assignment in your actual e-Portfolio, not in the "e-Portfolio Link Submission" document.

This assignment is informed by the following CACREP Standard:

2.F.1.b. The multiple professional roles and functions of counselors across specialty areas, and their relationships with human service and integrated behavioral health care systems, including interagency and interorganizational collaboration and consultation.

2.F.1.i. Ethical standards of professional counseling organizations and credentialing bodies, and applications of ethical and legal considerations in professional counseling.

Attachments

CNL-664B-RS-e-PortfolioLinkSubmission.docx

Week 3 DQ 1

Start Date & Time	Due Date & Time	Points
Mar 19, 2026, 12:00 AM	Mar 25, 2026, 11:59 PM	2.5

Assessment Description

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Practice SOLER, Active Listening, Empathetic Listening, Probing, and Summarizing (CNL-515)
- Reflection: Growth related to the guiding questions
- Related Standards: Professional (CACREP, ACA) and ethical (ACA)
- Graphic/Quote: Illustrate and personalize.

Indicate yes or no to confirm whether each component is included in your link.

Week 3: Lopes Activity Tracker (Individual and Group)

Start Date & Time	Due Date & Time	Points
Mar 19, 2026, 12:00 AM	Mar 25, 2026, 11:59 PM	5

Assessment Description

1. Record your weekly direct and indirect hours in Lopes Activity Tracker.
2. Remind your clinical site supervisor that they must review your hours on Lopes Activity Tracker.

e-Portfolio Reflective Narrative (Week 3)

Start Date & Time	Due Date & Time	Points
Mar 19, 2026, 12:00 AM	Mar 25, 2026, 11:59 PM	10

Assessment Description

Your e-Portfolio narratives associated with dispositions will be developed in the e-Portfolio reflection assignments. These narratives related to the specific artifacts not only demonstrate growth in knowledge, skills, and dispositional values over time, but they also serve as a valuable tool for self-reflection and goal setting. Using the feedback provided by your instructors in previous courses and your personal perspective, describe the purposeful revisions you made to the designated artifacts to demonstrate a deeper understanding of the progression of your development and competency in the KPIs outlined in your performance assessments.

This week, you will be developing your e-Portfolio page for the dispositional value of **Self-Awareness**. Use the designated artifact for this disposition located in the CMHC e-Portfolio Guidelines for Artifacts as a starting point for your reflection. Reflect on your experiences and ongoing learning as a counselor in training (CIT) for the dispositional value of Self-Awareness in relation to the ethical and professional standards outlined in the CMHC Professional Dispositions and Guiding Questions document. Also, consider the related guiding questions and reflect on your experiences and growth in these areas to represent insight into your development as a dedicated CIT, and identify areas for further growth and development.

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Practicing SOLER, Active Listening, Empathetic Listening, Probing, and Summarizing (CNL-515)
- Reflection: Growth related to the guiding questions
- Graphic/Quote: Illustrate and personalize
- Professional and ethical standards:
 - ACA Code of Ethics Standards: B.1.a, C.2.a
 - CACREP Common Core Area Standard: 2.F.s.d, 2.F.1.k

You will complete your reflective narrative in your actual e-Portfolio. Please provide an active link to your respective e-Portfolio web page using the “e-Portfolio Link Submission” attachment. NOTE: You will only be completing this assignment in your actual e-Portfolio, not in the “e-Portfolio Link Submission” document.

This assignment is informed by the following CACREP Standard:

2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice.

Attachments

CNL-664B-RS-e-PortfolioLinkSubmission.docx

Week 4 DQ 1 (Obj. Course)

Start Date & Time	Due Date & Time	Points
Mar 26, 2026, 12:00 AM	Apr 1, 2026, 11:59 PM	2.5

Assessment Description

Consider your work as a counselor-in-training and future work as a counselor. How does your theoretical orientation and worldview inform your multicultural awareness in your clinical practice? Provide at least one example from your internship experience. How do your positions relate to GCU's *Statement on the Integration of Faith, Learning, and Work*?

This discussion question is informed by the following CACREP Standard:

2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice.

Week 4: Lopes Activity Tracker (Individual and Group)

Start Date & Time	Due Date & Time	Points
Mar 26, 2026, 12:00 AM	Apr 1, 2026, 11:59 PM	5

Assessment Description

1. Record your weekly direct and indirect hours in Lopes Activity Tracker.
2. Remind your clinical site supervisor that they must review your hours on Lopes Activity Tracker.

Week 5 DQ 1

Start Date & Time	Due Date & Time	Points
Apr 2, 2026, 12:00 AM	Apr 8, 2026, 11:59 PM	2.5

Assessment Description

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Social and Cultural Diversity Analysis (CNL-509)
- Reflection: Growth related to the guiding questions
- Related Standards: Professional (CACREP, ACA) and ethical (ACA)
- Graphic/Quote: Illustrate and personalize.

Indicate yes or no to confirm whether each component is included in your link.

CNL-664B Week 5: Lopes Activity Tracker Verification (Individual and Group)

Start Date & Time	Due Date & Time	Points
Apr 2, 2026, 12:00 AM	Apr 8, 2026, 11:59 PM	5

Assessment Description

Complete your Lopes Activity Tracker Weekly Hours.

1. Record your weekly direct and indirect hours in Lopes Activity Tracker.
2. Remind your clinical site supervisor that they must review your hours on Lopes Activity Tracker.
3. Make sure all hours are accurate, once your clinical site supervisor checks and "signs off" on your hours, modification can only be made with the agreements of the clinical site supervisor and the Office of Field Experience.
4. Complete and submit the attached Week 5 Hours Verification Form.

Note: If you have any complications or questions about your account, please locate and contact your specialist from the [Office of Field Experience](#).

To graduate from the program, students must complete a specific number of practicum and internship hours.

Students must also log regular individual supervision, with a minimum of 1 hour of individual/triadic site supervision per week. Weekly individual/triadic supervision is required.

Students must also log regular group supervision, with an average of 1 ½ hours of course-based group supervision per week. Weekly group supervision is required.

It is required that students plan on achieving a minimum of 300 hours in each required internship course in order to complete the total required internship hours within the appropriate time frame.

**The data entered into this document is subject to a verification audit. Counseling interns who engage in fabricating, falsifying, forging, altering, or inventing information related to practicum/field experiences, internships, clinical practice, and/or any associated documentation may be subject to sanctions for violating GCU academic integrity policies, which may include expulsion from GCU.*

Attachments

CNL-664B-RS-T1Week5HoursVerificationForm.docx

e-Portfolio Reflective Narrative (Week 5)

Start Date & Time	Due Date & Time	Points
Apr 2, 2026, 12:00 AM	Apr 8, 2026, 11:59 PM	10

Assessment Description

Your e-Portfolio narratives associated with dispositions will be developed in the e-Portfolio reflection assignments. These narratives related to the specific artifacts not only demonstrate growth in knowledge, skills, and dispositional values over time, but they also serve as a valuable tool for self-reflection and goal setting. Using the feedback provided by your instructors in previous courses and your personal perspective, describe the purposeful revisions you made to the designated artifacts to demonstrate a deeper understanding of the progression of your development and competency in the KPIs outlined in your performance assessments.

This week, you will be developing your e-Portfolio page for the dispositional value of **Cultural Diversity**. Use the designated artifact for this disposition located in the CMHC e-Portfolio Guidelines for Artifacts as a starting point for your reflection. Reflect on your experiences and ongoing learning as a counselor in training (CIT) for the dispositional value of Cultural Diversity in relation to the ethical and professional standards outlined in the CMHC Professional Dispositions and Guiding Questions document. Also, consider the related guiding questions and reflect on your experiences and growth in these areas to represent insight into your development as a dedicated CIT, and identify areas for further growth and development.

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Social and Cultural Diversity Analysis (CNL-509)
- Reflection: Growth related to the guiding questions
- Graphic/Quote: Illustrate and personalize
- Professional and ethical standards:
 - ACA Code of Ethics Standards: A.4.b, A.11.b, E.8
 - CACREP Common Core Area Standards: 2.F.2.d, 2.F.2.e, 2.F.2.h

You will complete your reflective narrative in your actual e-Portfolio. Please provide an active link to your respective e-Portfolio web page using the "e-Portfolio Link Submission" attachment. NOTE: You will only be completing this assignment in your actual e-Portfolio, not in the "e-Portfolio Link Submission" document.

This assignment is informed by the following CACREP Standard:

2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice.

Attachments

CNL-664B-RS-e-PortfolioLinkSubmission.docx

Week 6 DQ 1

Start Date & Time	Due Date & Time	Points
Apr 9, 2026, 12:00 AM	Apr 15, 2026, 11:59 PM	2.5

Assessment Description

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Marginalized Group Career Counseling Paper (CNL-525)
- Reflection: Growth related to the guiding questions
- Related Standards: Professional (CACREP, ACA) and ethical (ACA)
- Graphic/Quote: Illustrate and personalize.

Indicate yes or no to confirm whether each component is included in your link.

CNL-664B Case Presentation: Group Supervision and Feedback (Obj. 1.2, 1.4, and 1.5)

Start Date & Time	Due Date & Time	Points
Apr 9, 2026, 12:00 AM	↻ May 20, 2026, 11:59 PM	120

Assessment Description

In this assignment, you will be completing a Biopsychosocial Assessment in preparation for presenting in your group supervision on your assigned day. To prepare for the case presentation please do the following:

1. Select a client that you have been working with at your internship site.
2. Select a 10-12-minute segment of your counseling session that best illustrates the client's concern(s). Be prepared to share the selected segment with the class on the date assigned by your instructor. In order to be prepared you will want to take note of the timing of selected segment in relation to the entire session.
3. Complete the Biopsychosocial Assessment Template.
4. Submit a link to the counseling session that contains the selected segment and a completed biopsychosocial assessment.
5. Bring the completed Biopsychosocial Assessment to the virtual group supervision meeting and be prepared to discuss the case including an assessment summary, diagnosis, treatment plan, the issues, any legal or ethical considerations, and skills being used with the instructor.
6. Navigate to Zoom for the virtual session.

This assignment uses a rubric. Please review the rubric prior to beginning the assignment to become familiar with the expectations for successful completion.

You are not required to submit this assignment to LopesWrite.

This assignment is informed by the following CACREP Standards:

2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice.

2.F.3.h. A general framework for understanding differing abilities and strategies for differentiated interventions.

Attachments

CNL-664B-RS-T1-BiopsychosocialAssessmentTemplate.docx

Week 6: Lopes Activity Tracker (Individual and Group)

Start Date & Time	Due Date & Time	Points
Apr 9, 2026, 12:00 AM	Apr 15, 2026, 11:59 PM	5

Assessment Description

1. Record your weekly direct and indirect hours in Lopes Activity Tracker.
2. Remind your clinical site supervisor that they must review your hours on Lopes Activity Tracker.

e-Portfolio Reflective Narrative (Week 6)

Start Date & Time	Due Date & Time	Points
Apr 9, 2026, 12:00 AM	Apr 15, 2026, 11:59 PM	10

Assessment Description

Your e-Portfolio narratives associated with dispositions will be developed in the e-Portfolio reflection assignments. These narratives related to the specific artifacts not only demonstrate growth in knowledge, skills, and dispositional values over time, but they also serve as a valuable tool for self-reflection and goal setting. Using the feedback provided by your instructors in previous courses and your personal perspective, describe the purposeful revisions you made to the designated artifacts to demonstrate a deeper understanding of the progression of your development and competency in the KPIs outlined in your performance assessments.

This week, you will be developing your e-Portfolio page for the dispositional value of **Acceptance**. Use the designated artifact for this disposition located in the CMHC e-Portfolio Guidelines for Artifacts as a starting point for your reflection. Reflect on your experiences and ongoing learning as a counselor in training (CIT) for the dispositional value of Acceptance in relation to the ethical and professional standards outlined in the CMHC Professional Dispositions and Guiding Questions document. Also, consider the related guiding questions and reflect on your experiences and growth in these areas to represent insight into your development as a dedicated CIT, and identify areas for further growth and development. Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Marginalized Group Career Counseling Paper (CNL-525)
- Reflection: Growth related to the guiding questions
- Graphic/Quote: Illustrate and personalize
- Professional and ethical standards:
 - ACA Code of Ethics Standards: A.4.a, A.4.b
 - CACREP Common Core Area Standards: 2.F.5.f, 2.F.2.d, 2.F.3.e

You will complete your reflective narrative in your actual e-Portfolio. Please provide an active link to your respective e-Portfolio web page using the "e-Portfolio Link Submission" attachment. NOTE: You will only be

completing this assignment in your actual e-Portfolio, not in the "e-Portfolio Link Submission" document.

This assignment is informed by the following CACREP Standard:

2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice.

2.F.4.a. Theories and models of career development, counseling, and decision making.

2.F.4.j. Ethical and culturally relevant strategies for addressing career development.

Attachments

CNL-664B-RS-e-PortfolioLinkSubmission.docx

Week 7 DQ 1

Start Date & Time	Due Date & Time	Points
Apr 16, 2026, 12:00 AM	Apr 22, 2026, 11:59 PM	2.5

Assessment Description

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Bereavement Across the Life Span or Kohlberg's Six Stages of Moral Reasoning (CNL-518)
- Reflection: Growth related to the guiding questions
- Related Standards: Professional (CACREP, ACA) and ethical (ACA)
- Graphic/Quote: Illustrate and personalize.

Indicate yes or no to confirm whether each component is included in your link.

Week 7: Lopes Activity Tracker (Individual and Group)

Start Date & Time	Due Date & Time	Points
Apr 16, 2026, 12:00 AM	Apr 22, 2026, 11:59 PM	5

Assessment Description

1. Record your weekly direct and indirect hours in Lopes Activity Tracker.
2. Remind your clinical site supervisor that they must review your hours on Lopes Activity Tracker.

e-Portfolio Reflective Narrative (Week 7)

Start Date & Time	Due Date & Time	Points
Apr 16, 2026, 12:00 AM	Apr 22, 2026, 11:59 PM	10

Assessment Description

Your e-Portfolio narratives associated with dispositions will be developed in the e-Portfolio reflection assignments. These narratives related to the specific artifacts not only demonstrate growth in knowledge,

skills, and dispositional values over time, but they also serve as a valuable tool for self-reflection and goal setting. Using the feedback provided by your instructors in previous courses and your personal perspective, describe the purposeful revisions you made to the designated artifacts to demonstrate a deeper understanding of the progression of your development and competency in the KPIs outlined in your performance assessments.

This week, you will be developing your e-Portfolio page for the dispositional value of **Empathy**. Use the designated artifact for this disposition located in the CMHC e-Portfolio Guidelines for Artifacts as a starting point for your reflection. Reflect on your experiences and ongoing learning as a counselor in training (CIT) for the dispositional value of Empathy in relation to the ethical and professional standards outlined in the CMHC Professional Dispositions and Guiding Questions document. Also, consider the related guiding questions and reflect on your experiences and growth in these areas to represent insight into your development as a dedicated CIT, and identify areas for further growth and development.

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Bereavement Across the Life Span or Kohlberg's Six Stages of Moral Reasoning (CNL-518)
- Reflection: Growth related to the guiding questions
- Graphic/Quote: Illustrate and personalize
- Professional and ethical standards:
 - ACA Code of Ethics Standards: A.2.c, A.4.a
 - CACREP Common Core Area Standards: 2.F.2.g, 2.F.2.h, 2.F.3.f

You will complete your reflective narrative in your actual e-Portfolio. Please provide an active link to your respective e-Portfolio web page using the "e-Portfolio Link Submission" attachment. NOTE: You will only be completing this assignment in your actual e-Portfolio, not in the "e-Portfolio Link Submission" document.

This assignment is informed by the following CACREP Standard:

2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice.

2.F.3.a. Theories of individual and family development across the lifespan.

2.F.3.i. Ethical and culturally relevant strategies for promoting resilience and optimum development and wellness across the lifespan.

Attachments

CNL-664B-RS-e-PortfolioLinkSubmission.docx

Week 8 DQ 1

Start Date & Time	Due Date & Time	Points
Apr 23, 2026, 12:00 AM	Apr 29, 2026, 11:59 PM	2.5

Assessment Description

Confirm the e-Portfolio link in your guided reflection contains the following:

Artifact: Elements of a Successful Therapeutic Relationship
Reflection: Growth related to the guiding questions
Related Standards: Professional (CACREP, ACA) and ethical (ACA)
Graphic/Quote: Illustrate and personalize.

Indicate yes or no to confirm whether each component is included in your link.

Clinical Site Supervisor's Evaluation of Counselor in Training (CIT) (Formative)

Start Date & Time	Due Date & Time	Points
Apr 23, 2026, 12:00 AM	Apr 29, 2026, 11:59 PM	5

Assessment Description

1. Your Clinical Site Supervisor will complete the "CMHC Supervisor Instructor Evaluation Form (Formative)" in Lopes Activity Tracker.
2. The student will upload a copy of the completed and signed evaluation form to the classroom.

This assignment is informed by the following CACREP Standard:

3.C. Formative and summative evaluations of the student's counseling performance and ability to integrate and apply knowledge are conducted as part of the student's practicum and internship.

Week 8: Lopes Activity Tracker (Individual and Group)

Start Date & Time	Due Date & Time	Points
Apr 23, 2026, 12:00 AM	Apr 29, 2026, 11:59 PM	5

Assessment Description

1. Record your weekly direct and indirect hours in Lopes Activity Tracker.
2. Remind your clinical site supervisor that they must review your hours on Lopes Activity Tracker.

e-Portfolio Reflective Narrative (Week 8)

Start Date & Time	Due Date & Time	Points
Apr 23, 2026, 12:00 AM	Apr 29, 2026, 11:59 PM	10

Assessment Description

Your e-Portfolio narratives associated with dispositions will be developed in the e-Portfolio reflection assignments. These narratives related to the specific artifacts not only demonstrate growth in knowledge, skills, and dispositional values over time, but they also serve as a valuable tool for self-reflection and goal setting. Using the feedback provided by your instructors in previous courses and your personal perspective, describe the purposeful revisions you made to the designated artifacts to demonstrate a deeper understanding of the progression of your development and competency in the KPIs outlined in your performance assessments.

This week, you will be developing your e-Portfolio page for the dispositional value of **Genuineness**. Use the designated artifact for this disposition located in the CMHC e-Portfolio Guidelines for Artifacts as a starting point for your reflection. Reflect on your experiences and ongoing learning as a counselor in training (CIT) for the dispositional value of Empathy in relation to the ethical and professional standards outlined in the CMHC Professional Dispositions and Guiding Questions document. Also, consider the related guiding questions and reflect on your experiences and growth in these areas to represent insight into your development as a dedicated CIT, and identify areas for further growth and development.

Confirm the e-Portfolio link in your guided reflection contains the following:

Artifact: Elements of a Successful Therapeutic Relationship (CNL-515)
Reflection: Growth related to the guiding questions
Graphic/Quote: Illustrate and personalize
ACA Code of Ethics Standards: : A.1.a; A.4.b
CACREP
Common Core Area Standards: 2.F.5.f; 2.F.2.H

You will complete your reflective narrative in your actual e-Portfolio. Please provide an active link to your respective e-Portfolio web page using the "e-Portfolio Link Submission" attachment. NOTE: You will only be completing this assignment in your actual e-Portfolio, not in the "e-Portfolio Link Submission" document.

This assignment is informed by the following CACREP Standard:

2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice.

Attachments

CNL-664B-RS-e-PortfolioLinkSubmission.docx

Week 9 DQ 1

Start Date & Time	Due Date & Time	Points
Apr 30, 2026, 12:00 AM	May 6, 2026, 11:59 PM	2.5

Assessment Description

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Ethics in Psychological Assessments Paper (CNL-523)
- Reflection: Growth related to the guiding questions
- Related Standards: Professional (CACREP, ACA) and ethical (ACA)
- Graphic/Quote: Illustrate and personalize.

Indicate yes or no to confirm whether each component is included in your link.

Week 9: Lopes Activity Tracker (Individual and Group)

Start Date & Time	Due Date & Time	Points
Apr 30, 2026, 12:00 AM	May 6, 2026, 11:59 PM	5

Assessment Description

1. Record your weekly direct and indirect hours in Lopes Activity Tracker.
2. Remind your clinical site supervisor that they must review your hours on Lopes Activity Tracker.

e-Portfolio Reflective Narrative (Week 9)

Start Date & Time	Due Date & Time	Points
Apr 30, 2026, 12:00 AM	May 6, 2026, 11:59 PM	10

Assessment Description

Your e-Portfolio narratives associated with dispositions will be developed in the e-Portfolio reflection assignments. These narratives related to the specific artifacts not only demonstrate growth in knowledge, skills, and dispositional values over time, but they also serve as a valuable tool for self-reflection and goal setting. Using the feedback provided by your instructors in previous courses and your personal perspective, describe the purposeful revisions you made to the designated artifacts to demonstrate a deeper understanding of the progression of your development and competency in the KPIs outlined in your performance assessments.

This week, you will be developing your e-Portfolio page for the dispositional value of **Flexibility**. Use the designated artifact for this disposition located in the CMHC e-Portfolio Guidelines for Artifacts as a starting point for your reflection. Reflect on your experiences and ongoing learning as a counselor in training (CIT) for the dispositional value of Flexibility in relation to the ethical and professional standards outlined in the CMHC Professional Dispositions and Guiding Questions document. Also, consider the related guiding questions and reflect on your experiences and growth in these areas to represent insight into your development as a dedicated CIT, and identify areas for further growth and development.

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Ethics in Psychological Assessments Paper (CNL-523)
- Reflection: Growth related to the guiding questions
- Graphic/Quote: Illustrate and personalize
- Professional and ethical standards:
 - ACA Code of Ethics Standards: C.7.b, C.2.f
 - CACREP Common Core Area Standard: 2.F.1.k

You will complete your reflective narrative in your actual e-Portfolio. Please provide an active link to your respective e-Portfolio web page using the "e-Portfolio Link Submission" attachment. NOTE: You will only be completing this assignment in your actual e-Portfolio, not in the "e-Portfolio Link Submission" document.

This assignment is informed by the following CACREP Standard:

2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice.

Attachments

CNL-664B-RS-e-PortfolioLinkSubmission.docx

Week 10 DQ 1

Start Date & Time	Due Date & Time	Points
May 7, 2026, 12:00 AM	May 13, 2026, 11:59 PM	2.5

Assessment Description

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Group Design, Selection, and Screening (CNL-520)
- Reflection: Growth related to the guiding questions
- Related Standards: Professional (CACREP, ACA) and ethical (ACA)
- Graphic/Quote: Illustrate and personalize.

Indicate yes or no to confirm whether each component is included in your link.

CNL-664B Week 10: Lopes Activity Tracker Verification (Individual and Group)

Start Date & Time	Due Date & Time	Points
May 7, 2026, 12:00 AM	May 13, 2026, 11:59 PM	5

Assessment Description

Complete your Lopes Activity Tracker Weekly Hours.

1. Record your weekly direct and indirect hours in Lopes Activity Tracker.
2. Remind your clinical site supervisor that they must review your hours on Lopes Activity Tracker.
3. Make sure all hours are accurate, once your clinical site supervisor checks and "signs off" on your hours, modification can only be made with the agreements of the clinical site supervisor and the Office of Field Experience.
4. Complete and submit the attached Week 10 Hours Verification Form.

Note: If you have any complications or questions about your account, please locate and contact your specialist from the [Office of Field Experience](#).

To graduate from the program, students must complete a specific number of practicum and internship hours.

Students must also log regular individual supervision, with a minimum of 1 hour of individual/triadic site supervision per week. Weekly individual/triadic supervision is required.

Students must also log regular group supervision, with an average of 1 ½ hours of course-based group supervision per week. Weekly group supervision is required.

It is required that students plan on achieving 300 hours in each required internship course in order to complete the total required internship hours within the appropriate time frame.

**The data entered into this document is subject to a verification audit. Counseling interns who engage in fabricating, falsifying, forging, altering, or inventing information related to practicum/field experiences, internships, clinical practice, and/or any associated documentation may be subject to sanctions for violating GCU academic integrity policies, which may include expulsion from GCU.*

Attachments

CNL-664B-RS-T1Week10HoursVerificationForm.docx

e-Portfolio Reflective Narrative (Week 10)

Start Date & Time	Due Date & Time	Points
May 7, 2026, 12:00 AM	May 13, 2026, 11:59 PM	10

Assessment Description

Your e-Portfolio narratives associated with dispositions will be developed in the e-Portfolio reflection assignments. These narratives related to the specific artifacts not only demonstrate growth in knowledge, skills, and dispositional values over time, but they also serve as a valuable tool for self-reflection and goal setting. Using the feedback provided by your instructors in previous courses and your personal perspective, describe the purposeful revisions you made to the designated artifacts to demonstrate a deeper understanding of the progression of your development and competency in the KPIs outlined in your performance assessments.

This week, you will be developing your e-Portfolio page for the dispositional value of **Patience**. Use the designated artifact for this disposition located in the CMHC e-Portfolio Guidelines for Artifacts as a starting point for your reflection. Reflect on your experiences and ongoing learning as a counselor in training (CIT) for the dispositional value of Patience in relation to the ethical and professional standards outlined in the CMHC Professional Dispositions and Guiding Questions document. Also, consider the related guiding questions and reflect on your experiences and growth in these areas to represent insight into your development as a dedicated CIT, and identify areas for further growth and development.

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Group Design, Selection, and Screening (CNL-520)
- Reflection: Growth related to the guiding questions
- Graphic/Quote: Illustrate and personalize
- Professional and ethical standards:
 - ACA Code of Ethics Standards: A.2.c, A.4.b
 - CACREP Common Core Area Standards: 2.F.2.g, 2.F.3.e, 2.F.3.h

You will complete your reflective narrative in your actual e-Portfolio. Please provide an active link to your respective e-Portfolio web page using the "e-Portfolio Link Submission" attachment. NOTE: You will only be completing this assignment in your actual e-Portfolio, not in the "e-Portfolio Link Submission" document.

This assignment is informed by the following CACREP Standard:

2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice.

2.F.6.f. Types of groups and other considerations that affect conducting groups in varied settings.

2.F.6.g. Ethical and culturally relevant strategies for designing and facilitating groups.

Attachments

CNL-664B-RS-e-PortfolioLinkSubmission.docx

Week 11 DQ 1

Start Date & Time	Due Date & Time	Points
May 14, 2026, 12:00 AM	May 20, 2026, 11:59 PM	2.5

Assessment Description

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Biopsychosocial Assessment (CNL-605)
- Reflection: Growth related to the guiding questions
- Related Standards: Professional (CACREP, ACA) and ethical (ACA)
- Graphic/Quote: Illustrate and personalize.

Indicate yes or no to confirm whether each component is included in your link.

Week 11: Lopes Activity Tracker (Individual and Group)

Start Date & Time	Due Date & Time	Points
May 14, 2026, 12:00 AM	May 20, 2026, 11:59 PM	5

Assessment Description

1. Record your weekly direct and indirect hours in Lopes Activity Tracker.
2. Remind your clinical site supervisor that they must review your hours on Lopes Activity Tracker.

e-Portfolio Reflective Narrative (Week 11)

Start Date & Time	Due Date & Time	Points
May 14, 2026, 12:00 AM	May 20, 2026, 11:59 PM	10

Assessment Description

Your e-Portfolio narratives associated with dispositions will be developed in the e-Portfolio reflection assignments. These narratives related to the specific artifacts not only demonstrate growth in knowledge, skills, and dispositional values over time, but they also serve as a valuable tool for self-reflection and goal setting. Using the feedback provided by your instructors in previous courses and your personal perspective, describe the purposeful revisions you made to the designated artifacts to demonstrate a deeper understanding of the progression of your development and competency in the KPIs outlined in your performance assessments.

This week, you will be developing your e-Portfolio page for the dispositional value of **Amiability**. Use the designated artifact for this disposition located in the CMHC e-Portfolio Guidelines for Artifacts as a starting point for your reflection. Reflect on your experiences and ongoing learning as a counselor in training (CIT) for the dispositional value of Amiability in relation to the ethical and professional standards outlined in the CMHC Professional Dispositions and Guiding Questions document. Also, consider the related guiding questions and reflect on your experiences and growth in these areas to represent insight into your development as a dedicated CIT, and identify areas for further growth and development.

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Biopsychosocial Assessment (CNL-605)
- Reflection: Growth related to the guiding questions
- Graphic/Quote: Illustrate and personalize
- Professional and ethical standards:
 - ACA Code of Ethics Standards: A.1.c, A.4.b
 - CACREP Common Core Area Standards: 2.F.2.b, 2.F.2.d, 2.F.2.g

You will complete your reflective narrative in your actual e-Portfolio. Please provide an active link to your respective e-Portfolio web page using the "e-Portfolio Link Submission" attachment. NOTE: You will only be completing this assignment in your actual e-Portfolio, not in the "e-Portfolio Link Submission" document.

This assignment is informed by the following CACREP Standard:

2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice.

Attachments

CNL-664B-RS-e-PortfolioLinkSubmission.docx

Week 12 DQ 1 (Obj. Course)

Start Date & Time	Due Date & Time	Points
May 21, 2026, 12:00 AM	May 27, 2026, 11:59 PM	2.5

Assessment Description

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Research in Counseling (CNL-540)
- Reflection: Growth related to the guiding questions
- Related Standards: Professional (CACREP, ACA) and ethical (ACA)
- Graphic/Quote: Illustrate and personalize.

Indicate yes or no to confirm whether each component is included in your link.

Week 12: Lopes Activity Tracker (Individual and Group)

Start Date & Time	Due Date & Time	Points
May 21, 2026, 12:00 AM	May 27, 2026, 11:59 PM	5

Assessment Description

1. Record your weekly direct and indirect hours in Lopes Activity Tracker.
2. Remind your clinical site supervisor that they must review your hours on Lopes Activity Tracker.

e-Portfolio Reflective Narrative (Week 12)

Start Date & Time	Due Date & Time	Points
May 21, 2026, 12:00 AM	May 27, 2026, 11:59 PM	10

Assessment Description

Your e-Portfolio narratives associated with dispositions will be developed in the e-Portfolio reflection assignments. These narratives related to the specific artifacts not only demonstrate growth in knowledge, skills, and dispositional values over time, but they also serve as a valuable tool for self-reflection and goal setting. Using the feedback provided by your instructors in previous courses and your personal perspective, describe the purposeful revisions you made to the designated artifacts to demonstrate a deeper understanding of the progression of your development and competency in the KPIs outlined in your performance assessments.

This week, you will be developing your e-Portfolio page for the dispositional value of **Professional Identity**. Use the designated artifact for this disposition located in the CMHC e-Portfolio Guidelines for Artifacts as a starting point for your reflection. Reflect on your experiences and ongoing learning as a counselor in training (CIT) for the dispositional value of Psychological Fitness in relation to the ethical and professional standards outlined in the CMHC Counseling Dispositions and Guiding Questions document. Also, consider the related guiding questions and reflect on your experiences and growth in these areas to represent insight into your development as a dedicated CIT, and identify areas for further growth and development.

Confirm the e-Portfolio link in your guided reflection contains the following:

- Artifact: Research in Counseling (CNL-540)
- Reflection: Growth related to the guiding questions
- Graphic/Quote: Illustrate and personalize
- Professional and ethical standards:
 - ACA Code of Ethics standards C.1., C.2.e., C.2.f., C.4.f.
 - CACREP Common Core Area Standards 2.F.1., 2.F.1.f., 2.F.1.i

You will complete your reflective narrative in your actual e-Portfolio. Please provide an active link to your respective e-Portfolio web page using the "e-Portfolio Link Submission" attachment. NOTE: You will only be completing this assignment in your actual e-Portfolio, not in the "e-Portfolio Link Submission" document.

This assignment is informed by the following CACREP Standard:

2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice.

2.F.8.a. The importance of research in advancing the counseling profession, including how to critique research to inform counseling practice.

2.F.8.b. Identification of evidence-based counseling practices.

Attachments

CNL-664B-RS-e-PortfolioLinkSubmission.docx

Week 13 DQ 1 (Obj. Course)

Start Date & Time	Due Date & Time	Points
May 28, 2026, 12:00 AM	Jun 3, 2026, 11:59 PM	2.5

Assessment Description

Complete the Counselor Identity and Development Plan using the attached template, then add it to your e-Portfolio.

Indicate yes or no to confirm whether the Counselor Identity and Development Plan has been added to your e-Portfolio.

Attachments

CNL-664B-RS-T1-CounselorIdentityDevelopmentTemplate.docx

Week 13: Lopes Activity Tracker (Individual and Group)

Start Date & Time	Due Date & Time	Points
May 28, 2026, 12:00 AM	Jun 3, 2026, 11:59 PM	5

Assessment Description

1. Record your weekly direct and indirect hours in Lopes Activity Tracker.
2. Remind your clinical site supervisor that they must review your hours on Lopes Activity Tracker.

Week 13: e-Portfolio: Final Submission

Start Date & Time	Due Date & Time	Points
May 28, 2026, 12:00 AM	Jun 3, 2026, 11:59 PM	100

Assessment Description

Throughout this program, you have uploaded artifacts into your e-Portfolio. Complete the Counselor Identity Development Template and include it in the Professional Disposition of Learners page in your e-Portfolio. Before publishing your e-Portfolio, review your Counselor Identity Development components and related artifacts representing your development in the professional and ethical standards.

Create a Word document with a link to your e-Portfolio. Submit the document with the e-Portfolio link to your instructor for review. Take great care in changing any possible identifying information in compliance with confidentiality regulations and HIPAA. Your clinical site supervisor should be aware of this class activity. You can refer to the CMHC e-Portfolio Guidelines for Artifacts located in the Counseling Community Connections

center for further guidance.

This assignment uses a rubric. Please review the rubric prior to beginning the assignment to become familiar with the expectations for successful completion.

You are not required to submit this assignment to LopesWrite.

This assignment is informed by the following CACREP Standards:

2.F.1.b. The multiple professional roles and functions of counselors across specialty areas, and their relationships with human service and integrated behavioral health care systems, including interagency and interorganizational collaboration and consultation.

2.F.1.d. The role and process of the professional counselor advocating on behalf of the profession.

2.F.1.f. Professional counseling organizations, including membership benefits, activities, services to members, and current issues.

2.F.1.i. Ethical standards of professional counseling organizations and credentialing bodies, and applications of ethical and legal considerations in professional counseling.

2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice.

Attachments

CNL-664B-RS-T1-CounselorIdentityDevelopmentTemplate.docx

Week 14 DQ 1

Start Date & Time	Due Date & Time	Points
Jun 4, 2026, 12:00 AM	Jun 10, 2026, 11:59 PM	2.5

Assessment Description

During your Practicum and Internship experiences, you have had opportunities to engage with others from different roles and perspectives. What have you learned about yourself and your ability to engage with others in the role of a counselor? To what extent has this experience shaped your character, if at all?

This discussion question is informed by the following CACREP Standard:


2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice.

Group Facilitation Session and Reflection* (Obj. 1.3)

Start Date & Time Due Date & Time Points

Jun 4, 2026, 12:00 AM Jun 10, 2026, 11:59 PM 50

Assessment Traits

 Requires LopesWrite

Assessment Description

By this point in the course, you should have had an opportunity to lead or co-lead a process or psychoeducational group counseling session either at your site or in class.

Write a 500-750 word reflection of the session. Be sure to include the following:

- The topic or purpose of the group session
- If it was led or co-led
- Techniques used
- Reflection of your experience as a group facilitator
- Ethical and legal considerations specific to the group facilitation (i.e., informed consent process and site procedures)
- At least one scholarly source

If you conducted your session at the site, please include a link to the recorded session at the **top** of the reflection document. Due to HIPAA, **do not** attach the consent and/or assent documents. File according to the site policies and procedures.

Prepare this assignment according to the guidelines found in the APA Style Guide, located in the Student Success Center.

This assignment uses a rubric. Please review the rubric prior to beginning the assignment to become familiar with the expectations for successful completion.

A link to the LopesWrite technical support articles is located in Class Resources if you need assistance.

*This assignment is recommended as a representative artifact in your e-Portfolio.

This performance assessment assesses the Key Performance Indicator (KPI) for Group Counseling & Group Work.

This assignment is informed by the following CACREP Standards:

2.F.6.g. Ethical and culturally relevant strategies for designing and facilitating groups.

3.E. In addition to the development of individual counseling skills, during either the practicum or internship, students must lead or co-lead a counseling or psychoeducational group.

Week 14: Lopes Activity Tracker (Individual and Group)

Start Date & Time	Due Date & Time	Points
Jun 4, 2026, 12:00 AM	Jun 10, 2026, 11:59 PM	5

Assessment Description

1. Record your weekly direct and indirect hours in Lopes Activity Tracker.
2. Remind your clinical site supervisor that they must review your hours on Lopes Activity Tracker.

Week 15 DQ 1 (Obj. Course)

Start Date & Time	Due Date & Time	Points
Jun 11, 2026, 12:00 AM	Jun 17, 2026, 11:59 PM	2.5

Assessment Description

Reflecting on your time throughout your experiential courses, how has your professional identity evolved? Relate this to your theoretical orientation.

This discussion question is informed by the following CACREP Standard:

2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice.

CNL-664B Counselor in Training (CIT) Evaluation of Clinical Site Supervisor

Start Date & Time	Due Date & Time	Points
Jun 11, 2026, 12:00 AM	Jun 17, 2026, 11:59 PM	5

Assessment Description

1. Complete the evaluation form.
2. Upload a copy of the completed and signed evaluation form to the classroom.

Attachments

CNL-664B-RS-Counselor-in-TrainingEvaluationClinicalSite SupervisorForm-Internship.docx

Clinical Site Supervisor's Evaluation of Counselor in Training (Summative)

Start Date & Time	Due Date & Time	Points
Jun 11, 2026, 12:00 AM	Jun 17, 2026, 11:59 PM	5

Assessment Description

1. Your Clinical Site Supervisor will complete the "CMHC Supervisor Instructor Evaluation Form (Summative)" in Lopes Activity Tracker.
2. The student will upload a copy of the completed and signed evaluation form to the classroom.

This assignment is informed by the following CACREP Standard:

3.C. Formative and summative evaluations of the student's counseling performance and ability to integrate and apply knowledge are conducted as part of the student's practicum and internship.

Instructor Evaluation of the Counselor in Training (CIT)

Start Date & Time	Due Date & Time	Points
Jun 11, 2026, 12:00 AM	Jun 17, 2026, 11:59 PM	5

Assessment Description

1. Your faculty supervisor will complete the Summative Evaluation Form located in Thunder Time.
2. Upload a copy of the completed and signed evaluation form to the classroom.

This assignment is informed by the following CACREP Standard:

3.C. Formative and summative evaluations of the student's counseling performance and ability to integrate and apply knowledge are conducted as part of the student's practicum and internship.

Week 15: Lopes Activity Tracker (Individual and Group)

Start Date & Time	Due Date & Time	Points
Jun 11, 2026, 12:00 AM	Jun 17, 2026, 11:59 PM	5

Assessment Description

1. Record your weekly direct and indirect hours in Lopes Activity Tracker.
2. Remind your clinical site supervisor that they must review your hours on Lopes Activity Tracker.

Week 16 DQ 1 (Obj. Course)

Start Date & Time	Due Date & Time	Points
Jun 18, 2026, 12:00 AM	Jun 24, 2026, 11:59 PM	2.5

Assessment Description

Consider your experiences thus far in your experiential courses. Are there situations that arose that would have been handled differently if you were providing virtual services (e.g., client safety, confidentiality, technological issues), and how would you mitigate these concerns in the future should you be providing virtual services. Include considerations related to the ACA Code of Ethics. Additionally, research continuing education related to providing virtual services within the counseling profession and provide information on at least one training. Be sure to review your peers' responses to generate a list of potential future trainings!

This discussion question is informed by the following CACREP Standard:

2.F.1.k. Strategies for personal and professional self-evaluation and implications for practice.

CNL-664B Week 16: Lopes Activity Tracker Log Summary Verification

Start Date & Time	Due Date & Time	Points
Jun 18, 2026, 12:00 AM	Jun 24, 2026, 11:59 PM	300

Assessment Description

Submit the Lopes Activity Tracker Log Summary Verification document.

1. Download a PDF of your time log from Lopes Activity Tracker that verifies your approved hours.
2. Complete the attached Lopes Activity Tracker Hours Log Summary Verification document.
3. Submit the completed Lopes Activity Tracker Hours Log Summary Verification document for this course and the PDF copy of the time log from Lopes Activity Tracker that verifies your approved hours.
4. In order to pass the course, a student must obtain 300 total client hours within the 16 weeks required. Of the 300 client hours, a minimum of 120 hours must be direct client contact. [CACREP 3.J, 3.K]
5. Students must also log weekly individual supervision, with a minimum of 1 hour of individual/triadic supervision. [CACREP 3.L]
6. Students must also log weekly group supervision, with an average of 1 ½ hours of group supervision. [CACREP 3.M]
7. If the student does not meet the hours requirement at the end of the course, the student will be required to repeat CNL-664B.

Note: If you do not obtain the required 300 total hours within the 16 weeks required, along with the required individual and group supervision hours outlined above, you will receive 0 points for this assignment.

**The data entered into this document is subject to a verification audit. Counseling interns who engage in fabricating, falsifying, forging, altering, or inventing information related to practicum/field experiences, internships, clinical practice, and/or any associated documentation may be subject to sanctions for violating GCU academic integrity policies, which may include expulsion from GCU.*

This assignment uses a scoring guide. Please review the scoring guide prior to beginning the assignment to become familiar with the expectations for successful completion.

You are not required to submit this assignment to LopesWrite.

Attachments

CNL-664B-R-T1LogHoursSummaryVerification-ScoringGuide.docx

CNL-664B-RS-T1Week16LopesActivityTrackerLogSummaryVerification.docx

Topic 1 Participation

Start Date & Time	Due Date & Time	Points
Mar 5, 2026, 12:00 AM	Jun 24, 2026, 11:59 PM	160