REGISTRATION for Fall reopens on September 8th. Fall quarter begins Wednesday, September 23. WWU Important Dates & Deadlines for Fall Quarter: https://registrar.wwu.edu/calendars/2019-20 - look for “Choose a Quarter and select “Fall 2020”.

What to take? Here are the courses you should most likely take, according to where you are in the program.

First Year Students completing the program in 2 years:
RC 580 (Theories & Tech of RC I), RC 582 (Intro to RC), and RC 578 (Legal, Ethical, & Prof Issues in RC)

Second Year Students completing the program in 2 years:
RC 584 (Group Counseling), RC 598 (Case Management), and RC 590 (Pre-Practicum in RC)

All other students:
Please consult the most recent plan that Beth sent to you.
If you have questions, please contact Beth or Monica.

RC 580 , Section 1 & 2 Theories & Techniques of RC I (4) (CRN 44439 or 44441)
This is the first in a two course sequence focusing on major counseling theories and techniques. Students will be introduced to major counseling theories and their application to people with disabilities. Students will also engage in experiential application of counseling theory using basic counseling techniques. Competencies will be developed and demonstrated through assigned readings, didactic instruction, microskills training, class discussion, and self-study assignments.

This in-person class shifted to online & Zoom due to COVID 19. Class will meet via Zoom on Wednesdays at 5pm (faculty will let you know how long you will be meeting via Zoom each week). First class meeting via Zoom will be September 23. More information about Zoom will be distribution closer to the start of Fall quarter.

Instructors: Dr. Dana Brickham (Dana.Brickham@wwu.edu) & Dr. Brett Kuwada (Brett.Kuwada@wwu.edu)

You can choose which section to register for. If you try to register for one section and it is full, please register for the other section. Sections 1 & 2 will meet together during most class times.
**RC 582 Introduction to Rehabilitation Counseling (4) (CRN 40696)**
An overview of the principles and practices of rehabilitation counseling, including history, philosophy, legislative influences, organizational structures, and service-delivery models. Explores various specialties within the field of rehabilitation counseling.

*Online Course.* Introductory materials will be online. Instructor: Dr. Kevin Bengtson (Kevin.Bengtson@wwu.edu)

**RC 578 Legal, Ethical, and Professional Issues in RC (4) (CRN 44438)**
An introduction to professional issues in rehabilitation counseling, including scope of practice, relevant legislation, and ethical decision-making.

*Online Course.* Introductory materials will be posted in Canvas. Instructor: Dr. Beth Boland (Elizabeth.Boland@wwu.edu)

**RC 584 Group Counseling Techniques in Rehabilitation (6) (CRN 40992 or 44442)**
Prereq: RC 583 or permission of instructor. A didactic and experiential course to introduce students to the dynamics of group counseling. Purpose, process, and techniques related to various types of groups. Students will have direct experience participating in an in-class group.

This in-person class shifted to online & Zoom due to COVID 19. Class will meet via Zoom on Tuesdays at 5pm (faculty will let you know how long you will be meeting via Zoom each week). More information about Zoom will be distributed closer to the start of Fall quarter. First class meeting via Zoom will be September 29. Instructors: Dr. Dana Brickham (Dana.Brickham@wwu.edu) & Dr. Brett Kuwada (Brett.Kuwada@wwu.edu)

You can choose which section of RC 584 to register for. If you try to register for one section and it is full, please register for the other section. Sections 1 & 2 will meet together during most class times.

**RC 589 Case Management in Rehabilitation (4) (CRN 44444)**
Examines techniques and procedures related to individualized case management and caseload management. Explores case management issues of various disability groups, including educational and vocational community resources.

*Online Course.* Introduction materials will be on Canvas. Instructor: Dr. Kathe Matrone (Kathe.Matrone@wwu.edu)

**RC 590 Pre-Practicum in Rehabilitation Counseling (4) (CRN 42756, 44440 or 44443)**
Prereq: RC 582, B or better in RC 583, and permission of instructor. General understanding of agency functions and staff roles and responsibilities. Beginning demonstration of counseling skills with individuals with disabilities in a rehabilitation counseling agency.

Section 1 (CRN 42756): Instructor: Dr. Kevin Bengtson (Kevin.Bengtson@wwu.edu)

Section 2 (CRN 44440): Instructor: Dr. Kevin Bengtson (Kevin.Bengtson@wwu.edu)

Section 3 (CRN 44443): Instructor: Dr. Josef Mogharreban (Josef.Mogharreban@wwu.edu)

All sections of this in-person class shifted to online & Zoom due to COVID 19. All sections will meet via Zoom on the following Wednesdays at 5pm: 9/23, 10/7, 10/21, 11/4, and 11/18 (faculty will let you know how long you will be meeting via Zoom each week). More information about Zoom will be distributed closer to the start of Fall quarter. First class meeting via Zoom will be September 23.

You can choose which section of RC 590 to register for. If you try to register for one section and it is full, please register for one of the other sections.
Reminder

Even though the face-to-face courses will be taught via Zoom, you are still required to attend class during the scheduled time. **Due to the nature of these courses, they will not be recorded.**

The face-to-face courses that will be taught via Zoom in fall are:

- RC 580 (Theories & Techniques 1): Wednesdays from 5pm to (approximately) 8:50 pm
- RC 584 (Group Counseling): Tuesdays from 5pm to (approximately) 8:50 pm
- RC 590 (Pre-Practicum): Wednesdays from 5pm to (approximately) 8:50 pm

Headset

Due to this shift to synchronous Zoom classes and the nature of the skills courses, the **RC faculty are requiring that all students have a headset.** Headsets provide better sound quality when participating in the live discussions as well as during counseling recordings. Headsets also ensure better confidentiality of these counseling recordings if there are others who can hear you on the Zoom calls. The program can purchase a limited number of headsets for students to borrow who are unable to afford them (email Monica at RC.Everett@wwu.edu if you need to borrow a headset).

One example of an acceptable headset: [https://www.amazon.com/Logitech-Headset-H390-Noise-Cancelling/dp/B000UXZQ42/ref=sr_1_3?crid=3GOJ8Q18RI36P&dchild=1&keywords=zoom+headset&qid=1597278907&s=electronics&spprefix=zoom%2Celectronics%2C255&sr=1-3](https://www.amazon.com/Logitech-Headset-H390-Noise-Cancelling/dp/B000UXZQ42/ref=sr_1_3?crid=3GOJ8Q18RI36P&dchild=1&keywords=zoom+headset&qid=1597278907&s=electronics&spprefix=zoom%2Celectronics%2C255&sr=1-3)

GRADUATING STUDENTS  If you plan to graduate in December, you must submit your application for Master’s Degree by **December 13th.**

You can find the e-form by going to [https://websso.wwu.edu/cas/login?service=http%3a%2f%2fesign.wwu.edu%2fforms%2fGrad_School%2f_masters_degree_app_1.aspx%3fvalid%3dtrue](https://websso.wwu.edu/cas/login?service=http%3a%2f%2fesign.wwu.edu%2fforms%2fGrad_School%2f_masters_degree_app_1.aspx%3fvalid%3dtrue). Please read the instructions and **complete the form carefully** (it asks for what name you would like on your diploma and where it should be mailed after you graduate). After you complete Section 1 of the form, please insert Beth’s email (elizabeth.boland@wwu.edu) at the bottom of the form in the blue box next to “Email To:” and click submit. Contact Monica Holmer if you need assistance with the form. **Please remember that a non-refundable graduation fee (approx. $45) will be billed to your student account each time your file is evaluated for degree completion.**
RETURNING STUDENTS  If you did not take classes spring 2020 and did not register for GRAD 699, you must reapply for admission using the “Returning Grad Student” program option within the application: https://www.applyweb.com/wwwugrad/index.ftl. Contact the Graduate School (gradschool@wwu.edu or 360-650-3170) or Monica if you have any questions.

Reminder: The Graduate School’s new Continuous Enrollment Policy went into effect Winter Quarter 2018: http://www.wwu.edu/gradschool/policies.shtml. Students who have not completed all degree requirements and are not currently registered for any RC credits will be required to register for GRAD 699, Continuous Enrollment, every quarter (excluding summers) until the degree requirements are completed. GRAD 699 is non-graded (flat fee of $50 per quarter).

BOOKS  Your books can be ordered online from the Western Associated Students Bookstore (http://www.bookstore.wwu.edu/) or through the Verba price comparison tool (http://www.verbacompare.com/). You can also purchase your textbooks through Amazon or any bookstore. To contact customer service at the Western Books call 360-650-3970 or email textdept@wwu.edu. Purchase Orders for books should be payable to the Western AS Bookstore.

Order your books early. If you want to check out other sources, be sure you are ordering the correct edition, and don’t wait too long! It is strongly recommended that you purchase your books rather than renting, as you will need them again for the Comprehensive Exam, and they are the beginning of your professional library.

Special Instructions for eligible Veteran’s and students eligible for federal/state assistance with textbook purchases: Do not place an order online at Western’s Bookstore if a third party agency will be purchasing books for you. Instead please follow these steps below:

1. Student will advise agency Counselor to send email to the appropriate contact below in order to confirm arrangements and identity of eligible student. Student will request agency to include allowance for shipping (@$13/order).
   a. Veteran’s Administration (chapter 31 eligible veteran’s only) - contact Veterans Services at veteran.services@wwu.edu or 360.650.3324
   b. All other third party payers (i.e. DVR/DSHS/L+I etc.) - Sonja.Dyer@wwu.edu (360.650.7600)
2. Agency will send PO to appropriate contact (Veterans Services or Sonja) for each student.
3. Student will order textbooks via WWU e-mail account to Sonja.Dyer@wwu.edu. Order will include mailing address and self-identifying themselves as working with DVR/VA/DSHS etc. with any other relevant account info. E-mail sent via WWU email account will serve as student signature.
4. WWU Bookstore will charge to students agency account and mail textbooks to student.
Textbooks

RC 580—Theories & Tech of RC I (both sections)


*You will purchase the two textbooks above for RC 580 - both of these textbooks will also be used in winter quarter for RC 583 (you will not have another textbook to purchase in winter for RC 583).*

RC 582—Introduction to Rehabilitation Counseling

RC 578—Legal, Ethical, and Professional Issues in RC

RC 584—Group Counseling in Rehabilitation (both sections)


RC 589—Case Management in Rehabilitation

RC 590—Pre-Practicum in RC (all sections) *


*Both textbooks for Pre-Practicum will also be used in Practicum in winter and Internship in spring/summer.*
TERM DATES  If you thinking about planning a trip or vacation, please remember that Western’s term dates (the start and end dates for each quarter) can be found at http://www.wwu.edu/registrar/calendars/term-dates.shtml.

COUNSELING SERVICES  WWU in Everett is offering students free one-to-one counseling services designed to address personal issues, mental health, as well as academic and professional concerns. Western students will be provided up to three sessions per academic year, with a self-pay option after the three sessions. Students may contact the counselor directly to schedule an appointment.

Chett Hill, MA, LMHC - Northwest Psychological Consulting
2722 Colby Ave, Suite 720 | Everett, WA 98290
206-650-5910 or Chett.hill@comcast.net

ADVISORY COMMITTEE  The Graduate Advisory Committee is composed of representatives from employers and education, as well as alumni of the program and current students. It meets twice a year. The next meeting will be held in fall 2020. Students are welcome to observe. Notify Monica Holmer (rc.everett@wwu.edu) if you want to attend, so she can give you details.

CANVAS  Would you like more information about Canvas (the learning management system that Western uses to deliver online courses/course material)? Go to Western's Academic Technology & User Services (ATUS) Canvas website (https://atus.wwu.edu/learning-systems/canvas-help) to learn more or go directly to the Canvas Student Guide (https://community.canvaslms.com/community/answers/guides/canvas-guide/getting-started/pages/student).
To login to Canvas: https://wwu.instructure.com/.

When you register for a course, you will automatically be added to the Canvas site for the course. You will not be able to access the Canvas site for a course until the instructor publishes the course (this might be the day the course begins or a few days prior to the start of the quarter).

CRC EXAM  The deadline to apply for the October exam is August 31. Check the CRCC website (www.crccertification.com) for more information and the application materials. For more information on the CRC credential, go to https://www.crccertification.com/student-CRC-certification.