



**UNIVERSITY OF CALICUT**

**Abstract**

Post Graduate Diploma in Counselling- Syllabus approved-implemented-w.e.f 2015 admissions- Orders issued.

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**G & A - IV - J**

U.O.No. 306/2016/Admn

Dated, Calicut University.P.O, 07.01.2016

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- Read:-*1. Minutes of the meeting of the Board of Studies in Life Long Learning & Extension held on 07.08.2015.  
2. Remarks of Dean, Faculty of Education dated 17.08.2015  
3. Orders of Vice Chancellor dated 08.10.2015

**ORDER**

The Board of Studies in Life Long Learning & Extension resolved to approve the Syllabus of Post Graduate Diploma in Counselling, vide paper read as (1) above.

The Dean, Faculty of Education approved the resolutions of the Board of Studies in Life Long Learning & Extension, vide paper read as (2).

Considering the exigency for implementation, Vice Chancellor, exercising the powers of Academic Council, approved the minutes of the Board of Studies, subject to ratification by Academic Council, vide paper read as (3).

Sanction has, therefore, been accorded to implement the Syllabus of Post Graduate Diploma in Counselling, w.e.f 2015-16 batch.

Orders are issued accordingly.

(The syllabus is available in the website of the University: [universityofcalicut.info](http://universityofcalicut.info))

Anuja Balakrishnan  
Deputy Registrar

To

Dept.of Life Long Learning and Extension/ Pareeksha Bhavan

Forwarded / By Order

Section Officer

**UNIVERSITY OF CALICUT**

**Syllabus for**

**Post Graduate Diploma in Counselling**

**w.e.f 2015-16**

**PAPER I**  
**FUNDAMENTALS OF COUNSELING** (90 Hrs)

**Objectives:**

- To understand the nature, importance and basic process in counseling.
- To understand the importance of assessment, testing and diagnosis in counseling.
- To become aware of ethical and professional issues in counseling.

**UNIT I: INTRODUCTION TO COUNSELING** (7 Hrs)

Definition – nature of counseling – historical perspectives – goals of counseling –  
Counseling & related fields: Guidance, Counseling and Psychotherapy.

**UNIT II: THE COUNSELING RELATIONSHIP** (10 Hrs)

Importance of the counseling relationship – creating relationship in initial interview –  
assuring confidentiality – assessing expectations – collecting information –  
identifying problems – beginning intervention – first session review. The counselor as  
a therapeutic person – the counselor’s values and therapeutic process – Desirable  
qualities in counseling relationship – Skills and qualities necessary for effective  
counseling – counseling environment.

**UNIT III: COUNSELING PROCESS** (10 Hrs)

Preparation for counseling – counseling process: counseling interview: verbal and  
non verbal communications – interview techniques - Stages of counseling process –  
Variables affecting counseling process.

**UNIT IV: ASSESSMENT, TESTING AND DIAGNOSIS IN COUNSELING (15 Hrs)**

Introduction – need for assessment - difference between assessment and testing –  
counseling interview – behavioral observation – case study – rating scale – checklists  
– self assessment – relational assessment – behavioral assessment – cognitive  
assessment – Psychological tests: intelligence, personality, interest, aptitude, attitudes  
and values – neuropsychological. Diagnosis: importance – treatment decisions.

**UNIT V: RECENT TRENDS IN COUNSELING PROCESS** (8 Hrs)

Role of emotions in counseling – Post modern trends – Brief counseling approaches –  
Brief solution focused counseling – Narrative counseling.

## **UNIT VI: ETHICAL AND PROFESSIONAL ISSUES IN COUNSELING (10 Hrs)**

Ethical and professional issues – Common problems of beginning counselors – knowledge – attitude – practice – values and counseling – Current status of counseling with special reference to Kerala.

### **Practicum**

**(30 Hrs)**

Counselling-Observation and reporting from a counselling centre.

### **Books for Study**

1. Gelso, C. J. & Fretz B. R. (1995). *Counseling Psychology*. Bangalore: Prism Books Pvt. Ltd.
2. Rao, S.N. (2008). *Counseling and Guidance*, 2<sup>nd</sup> ed. New Delhi: Tata McGraw Hill Publishing Co. Ltd.
3. Patterson, L.E. and Welfel, E.R. (2000). *The Counseling Process*, 5<sup>th</sup> ed. U.K.: Brooks/Cole.
4. Shertzer and Stone (1974). *Fundamentals of Counseling*, Houghton Mifflin Co.,
5. Belkin, G.S. (1988). *Introduction to Counseling*: W.G. Brown Publishers.

### **Books for References**

1. Jones, R (2001). *Theory and Practice of Counseling and Therapy*. 3<sup>rd</sup> ed. London: Continuum.
2. Corey, G (1996). *Theory and practice of counseling and psychotherapy*. Brooks/cole publishing co. London.
3. Sarason, I. G., & Sarason, R.B. (2002). *Abnormal Psychology: The Problem of Maladaptive Behaviour*, 9<sup>th</sup> ed. New Delhi: Prentice- Hall of India.
4. Kottler, J.A. and Brown, R.W. (2000). *Introduction to Therapeutic Counseling*. US: Brooks/Cole.
5. Woolfe, R. and Dryden, W. (1996). *Handbook of Counseling Psychology*. New Delhi: Sage Publications.
6. Wallace, S.A. and Lewis, M.D. (1998). *Becoming a Professional Counselor*. New Delhi: Sage Publications.
7. Herr, E. L. & Carmer, S. H. (1987). *Career Guidance and Counseling through the Life Span, Systematic Approach*, 3<sup>rd</sup> ed., London: Scott, Foresman and Company.

8. Geldand, K. & Geldand, D. (2005). *Practical Counseling Skills Training*. UK: Palgrave Macmillan Limited. ([www.palgrave.com](http://www.palgrave.com)).
9. Windy, D. (1988). *Counseling in Action*. New York: Sage Publications.

**PAPER II**  
**MENTAL HEALTH PROBLEMS (90 Hrs)**

**Objectives:**

- To familiarize the different perspectives on normality and abnormality.
- To introduce the classification system of various mental disorders.
- To understand the nature, causes and treatment of different mental health problems.

**UNIT I: INTRODUCTION TO MALADAPTIVE BEHAVIOR (10 Hrs)**

**Introduction:** Historical background – concept of normality and abnormality – some misconceptions regarding mental disorders.

**Models of abnormal behavior:** Biological, psychological, socio cultural.

**Classification:** need for classification – approaches to classification: categorical, dimensional and hierarchical. Conventional system of classification: DSM and ICD 10.

**UNIT II: PROBLEMS OF STRESS, ANXIETY AND MOOD (10 Hrs)**

**Concept of stress** – Relation to Mental health- Models of stress – Stressors – Reactions to life stress – Coping behavior – Task oriented reaction pattern – effects of stress - Stress prevention.

**Anxiety disorders:** GAD, phobic disorders, OCD, PTSD. Dissociative and conversion disorders.

**Somatoform disorders:** Pain disorder – somatization disorder - conversion disorder – hypochondriasis. Causes and treatment of somatoform disorders.

**Mood disorders:** Unipolar disorders - causes and treatment - Bipolar disorders - causes and treatment.

**Suicide:** nature – causes – suicide prevention

**Psycho physiological disorders:** Respiratory disorders – cardiovascular disorders – gastrointestinal disorders.

**UNIT III: PROBLEMS OF PSYCHOSIS (10 Hrs)**

**Schizophrenic disorders:** symptomatology, and clinical features of schizophrenia – clinical types – causes and treatment of schizophrenia.

#### UNIT IV: LIFE SPAN PROBLEMS

(10 Hrs)

**Personality Disorders:** Nature, causes, and types of personality disorders.

Disorders of child and adolescence: Hyperkinetic disorder - Conduct disorders – Oppositional defiant disorder (ODD) – ADHD – Habit disorders – Separation anxiety disorder.

**Developmental disorders:** Pervasive developmental disorders – Mental retardation – Emotional disorders.

#### UNIT V: PROBLEMS OF MIND AND BODY

(10 Hrs)

**Sexual dysfunctions and deviations:** disorders of desire – disorders of excitement – disorders of orgasm – disorders of pain. **Sexual deviations:** paraphilias – fetishism – transvestic fetishism – exhibitionism – voyeurism – frotteurism – pedophilia – sexual masochism – sexual sadism.

**Substance related disorders - Depressants: alcohol** – Sedative Hypnotic drugs.

**Stimulants:** cocaine – amphetamines. **Hallucinogens, Cannabis and combinations of substances.** Causes and treatment of substance related disorders.

#### UNIT VI: MENTAL HEALTH

(10 Hrs)

Importance of mental health – Factors contributing to mental health – Mental Health Model: primary, secondary and tertiary. Characteristics of mentally healthy person -

**Current mental health issues:** Internet addiction – mobile phone addiction - impact of globalization on mental health – women and mental health.

#### Practicum

(30 Hrs)

Visit an Counselling/Mental health centre, Observe and Prepare report.

#### Books for Study

1. Ahuja, N. (2008). *A short text book of psychiatry*, 6<sup>th</sup> ed. New Delhi: J.P. Brothers Medical Publishers.
2. Comer, R. J. (2008). *Fundamentals of Abnormal Psychology*, 5<sup>th</sup> ed. New York: Worth Publishers.
3. Carson, R.C., Butcher, J.N., Mineka, S., Hoolcy, J.M. (2008). *Abnormal Psychology*, 13<sup>th</sup> ed. New York: Harper Collins Inc.
4. Sarason I.G. and Sarason, B.R. (2005). **Abnormal Psychology: The Problem of Maladaptive Behavior**, 11<sup>th</sup> ed. New Delhi: Prentice Hall of India Pvt. Ltd.

5. Mangal S.K. (2007). *Essentials of Educational Psychology*. New Delhi: Prentice Hall of India Pvt. Ltd.

**Books for Reference**

1. Charles, W. (1994). *Developmental Psychopathology*. Mc Graw Hill.
2. Aggarwal J.C. (2008). *Essentials of Educational Psychology*, 2<sup>nd</sup> ed. New Delhi: Vikas Publishing House Pvt. Ltd.
3. Wolman B.B. (1965). *Handbook of clinical Psychology*. Mc Graw Hill Book Co.
4. Carson R.C., Butcher, and Mineka, S. (1996). *Abnormal Psychology and Modern Life* 10 ed. Harper Collins.

**PAPER III**  
**THEORIES AND TECHNIQUES OF COUNSELING**

**(90 Hrs)**

**Objectives:**

- To understand the importance of theoretical perspective in counseling.
- To gain insight into the various theoretical approaches to counseling.
- To understand the ways of applying the theories.

**UNIT I: INTRODUCTION TO COUNSELING THEORIES AND TECHNIQUES**

**(7 Hrs)**

Introduction – importance of theories in counseling – schools of counseling and therapy: psychodynamic – humanistic – existential – cognitive behavioral. Therapeutic goals – limitations of counseling theories.

**UNIT II: PSYCHODYNAMIC THEORIES**

**(10 Hrs)**

Freud’ psychoanalytic theory: basic concepts, procedures, and techniques – Jung’s Analytical Psychology: basic concepts, procedures, and techniques – Neo analytical theory: Transactional Analysis: basic concepts, procedures, and techniques – Adler’s individual psychology: basic concepts, procedures, and techniques.

**UNIT III: HUMANISTIC – EXISTENTIAL THEORIES**

**(10 Hrs)**

Roger’s Client centered counseling: basic concepts, procedures, and techniques. Gestalt counseling: basic concepts, procedures, and techniques – Reality counseling: basic concepts, procedures, and techniques – Existential counseling: basic concepts, procedures, and techniques.

**UNIT IV: BEHAVIORAL THEORIES**

**(10 Hrs)**

Classical Conditioning: basic concepts, procedures, and techniques – Operant conditioning: basic concepts, procedures, and techniques – Social learning: Basic concepts, procedures, and techniques.

**UNIT V: COGNITIVE BEHAVIORAL THEORIES**

**(10 Hrs)**

Rational Emotive Behavior Therapy (REBT): basic concepts, procedures, and techniques – Cognitive Behavior Therapy (CBT): basic concepts, procedures, and techniques – Mechenbaum’s Cognitive Behaviour Modification: Basic concepts, procedures, and techniques.



## **UNIT VI: GROUP TECHNIQUES OF COUNSELING**

**(13 Hrs)**

Group counseling: Introduction – key concepts, procedures and techniques – application of group counseling – Therapeutic group work: definition – Stages of therapeutic groups – Therapeutic factors in group work – Types of therapeutic group work: Group psychotherapy – Training (T) groups and sensitivity training groups – Encounter and growth groups – Structured groups – self help groups. Group guidance.

### **Practicum-**

**(30 Hrs)**

**Conduct counselling either organising a camp or from an institutions**

### **Book for study**

1. Nelson-Jones, R. (2010). Theory and *Practice of Counseling and Therapy*, 5<sup>th</sup> ed. New Delhi: Sage Publication.
2. Corey, G (1996). *Theory and practice of counseling and psychotherapy*. Brooks/cole publishing co. London.
3. Gibson R.L. and Mitchel, M. H. (2005). *Introduction to Counseling and Guidance*. New Delhi: Pearson Education.
4. Rao, S.N. (2008). *Counseling and Guidance*, 2<sup>nd</sup> ed. New Delhi: Tata McGraw Hill Publishing Co. Ltd.
5. Patterson, L.E. and Welfel, E.R. (2000). *The Counseling Process*, 5<sup>th</sup> ed. U.K.: Brooks/Cole.

### **Books for Reference**

1. Stewert, I. (2000). *Transactional Analysis Counseling in Action*, London, Sage.
2. Beck, I. S. (1995). *Cognitive Therapy: Basics and Beyond*. New York: Guilford Press.
3. Nelson – Jones, R. (2002). *Essential Counseling Therapy Skills*. The Skilled Client Model. London: Sage.
4. Nelson, J. (1982). *The Theory and Practice of Counseling Psychology*. New York: Holt Reine Heart and Winston.

**PAPER IV  
FAMILY COUNSELING (90 Hrs)**

**Objectives:**

- To understand the nature and importance of family.
- To obtain the skills to handle the different family problems.
- To gain insight into the various family intervention approaches.

**UNIT I: THE FAMILY (10 Hrs)**

The meaning of family – nature of family – functions of family – the family as social system – socialization within the family – the modern family – features of modern family – instability of modern family.

The meaning of joint family – characteristics – merits and demerits of joint family – marriage: meaning – forms of marriage – marriage in india – divorce – marriage and family problems in India – Psychology of present family – family resiliency – changing families changing relationships – marriage and divorce – current status.

**UNIT II: COMMUNICATION IN FAMILIES (10 Hrs)**

Importance of communication in marriage – the communication process – nonverbal elements of communication – forms of communication skills important in marriage: giving pleases – acknowledging pleases – asking for pleases – expressing negatives directly – exchanging physical affection – empathy – coping with unexpected hostility or persistent bad moods. Negative feelings: express feelings directly – own up to your own feelings – express feelings when they occur – be assertive.

**UNIT III: APPRAISING THE FAMILY FUNCTIONING (10 Hrs)**

The appraisal process – the evaluation phase – the initial contact – the initial session – mapping family history and family processes – the assessment phase – couple and family measurement techniques – self report measures – observational measures.

**UNIT IV: THE FAMILY INTERVENTION (10 Hrs)**

Foundations of family counseling - The beginnings of family interventions – Key concepts and assumptions of family and couples counseling: system theory and intervention- theoretical approaches to family and couples treatment: the psychoanalytic approach – the experiential approach – the family system approach –

the strategic family therapy (SFT) approach – the structural approach – cognitive behavioral approaches.

**UNIT V: INTERVENTION IN TROUBLED FAMILY RELATIONSHIPS (10 Hrs)**

Evidence supported guidelines – tailoring techniques to couples and families: tailoring by diagnosis – tailoring by relational conflict – tailoring by level of family functioning – premarital counseling - marriage counseling – couple counseling - divorce counseling – divorce mediation. Counseling the remarried family: Varieties of remarried family structures - Step family living arrangements – the developmental stages of remarriage.

**UNIT VI: COUNSELING FAMILIES WITH VARIED LIFE STYLES (10 Hrs)**

Counseling the single parent-led family – changing times: patterns of marriage and divorce - The process of divorce – living through divorce – varieties of single parent households – teenage mothers - assessing single parent led families. **Common problems in single parent led families:** The custodial parent –the noncustodial parent – the children - child custody, child support, and visitation. **Child custody alternatives** – some counseling guidelines – current family issues in kerala.

**Practicum (30 Hrs)**

Observe family cases from a centre and conduct family counselling either in camp or in a centre

**Books for Study**

1. Liberman, R. P., Wheeler, E.G., De Visser, Louis A.J.M., Kuehnel, J. and Kuehnel, T. (1980). *Handbook of Marital Therapy: A Positive Approach to Helping Troubled Relationships*. New York and London: Plenum Press.
2. Goldenberg, Herbert and Goldenberg, Irene (2002). *Counseling Today's Families* (4<sup>th</sup> ed). U.K.
3. Charles, J. O'Leary (1999). *Counseling Couples and Families*. New Delhi: Sage Publications.
4. Bhushar V & Sachdeva D.R. (2011). *An introduction to Sociology*. Allahabad: Kitab Mahal.

### **Books for Reference**

1. Berk, L.E. (2007). *Child Development*, 7<sup>th</sup> ed. New Delhi: Prentice Hall of India.
2. Bitter, J.R. (Latest Edition). *Theory and Practice of Family Therapy and Counseling*. Brooks/Cole.
3. Long, L.L. & Young, M.E. (Latest Edition). *Counseling and Therapy for Couples*. Thomson: Brooks/Cole.
4. Becvar, R.J. & Becvar, D.S. (2000). *Family therapy: A systemic integration*. Boston: Allyn & Bacon.
5. McKenry, P. & Price, S. (Eds.). (1994). *Families and change: Coping with stressful events*. Thousand Oaks, CA: Sage.
6. Fishman, H. Charles and Minuchin, Salvador (1981). *Family Therapy Techniques*. Cambridge: Harvard University Press.

## **PAPER V**

### **COUNSELING IN SPECIAL SETTINGS**

**(90 Hrs)**

#### **Objectives:**

- To gain insight into problems of children and adolescents.
- To understand the different areas where counseling is needed.
- To acknowledge the importance of geriatric and HIV counseling.

#### **UNIT I: THEORETICAL FOUNDATIONS**

**(15 Hrs)**

Importance of counseling in special settings – Special areas of counseling: developmental counseling – child counseling – adolescent counseling – educational and school counseling – career counseling – crisis counseling – addiction counseling – premarital counseling – marriage and family counseling – HIV/AIDS – Counseling for Mental Disorders – geriatric counseling – rehabilitation counseling – Multicultural counseling – counseling for preventing illness and promoting positive health.

#### **UNIT II: CHILD AND ADOLESCENT COUNSELING**

**(10 Hrs)**

Special Problems of Children and adolescents: child abuse and neglect – conduct disorder – antisocial behavior – anxiety – depression-- suicide. Counseling issues - Assessment procedures – child and adolescent counseling goals – special counseling approaches for children and adolescents – guidelines for child and adolescent counseling

#### **UNIT III: SCHOOL COUNSELING**

**(12 Hrs)**

School: a developmental perspective - **Guidance:** objectives of guidance – basic principles of guidance – guidance for education – vocational guidance – guidance for interpersonal relations – guidance at the elementary school level – guidance at secondary school level – guidance towards life goals.

Role and function of school counselors: The current role statement, definition, and standards – the role and function by grade level - Special skills and problems in school counseling: Consultation – counseling exceptional students – special problems: school violence. Educational counseling: counseling the elementary school

child – counseling at High school. Counseling at college – role of teachers in counseling. **Counseling the disabled:** Intellectually disabled – physically disabled.

#### **UNIT IV: CAREER COUNSELING**

**(8 Hrs)**

Introduction – basic concepts – Career decision making - issues related to career counseling: Personal Vs career counseling - assessment instruments – the process of career counseling – intervention strategies – Computer assisted career counseling. Special issues: career for women.

#### **UNIT V: GERIATRIC COUNSELING**

**(8 Hrs)**

Introduction – characteristics of old age – age related physical hazards - problems of old age: bereavement – other losses: independence, health, mobility, family home. Anxiety – depression – dementia loneliness – fear about future – awareness of own mortality – diseases – financial problems – age related social issues – empty nest syndrome – palliative care.

#### **UNIT VI: COUNSELING FOR LIFE LONG DISEASES**

**(7 Hrs)**

HIV/AIDS counseling - Basic facts– pretest counseling – post test counseling – impact reduction counseling – counseling the high risk group – target intervention.

#### **Practicum**

**(30 Hrs)**

Visit a reputed counselling/Clinic centre observe counselling and then apply the same in a camp or in an institution

#### **Books for Study**

1. Mangal S.K. (2007). *Essentials of Educational Psychology*. New Delhi: Prentice Hall of India Pvt. Ltd.
2. George Ricky L. (1995). *Theory and practice of counseling* (4th ed). London.
3. Nystul, Michael S. (2003). Introduction to counseling: An art and science Perspective (second ed). New York.
4. Sharry, J. (2004). *Counseling Children Adolescents and Families*. New York: Palgrave Macmillan.
5. Hallahan, D. P. & Kauffman, J. M. (1978). *Exceptional Children: An Introduction to Special Education*. Engle Wood Kliffs.

### **Books for Reference**

1. Patterson, L.E. and Welfel, E.R. (2000). *The Counseling Process*, 5<sup>th</sup> ed. U.K.: Brooks/Cole.
2. Geldand, K. & Geldand, D. (2004). *Counseling Adolescents*. New York: Palgrave Macmillan.
3. <http://nacoonline.org>

### **Attendance and Medium of the Examination**

The minimum attendance for appearing the PG Diploma in Counselling examination is 75 %. However condonation of 10% shortage in attendance is permitted. Such students should apply and obtain university order for the same before the commencement of the examinations.

The **medium of instruction** for PG Diploma in Counselling programme is English. However, it is permitted the students to write the examination in Malayalam also.

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