

Oheneba-Dornyo University College of Counseling Psychology (ODUCCP)



INFORMATION FOR PROSPECTIVE APPLICANTS

Welcome from the President

Dear Student,

Thank you for choosing the Oheneba-Dornyo University College of Counseling Psychology (ODUCCP)! You are not alone in your choice. ODUCCP is the Premier solely biased faith-based College of Counseling and Psychology in Ghana. We are set to rock the entire nation and continent of Africa with a powerful vision to turn out Professional Counselors for healing a hurting world.



ODUCCP is excited to offer education that develops talents and skills for individuals using modern scientific tools and cutting edge innovative training in a traditional lecture form, distance learning, virtual campus model of education and practical attachment under clinical supervision. Our goal is to help you fulfil the plan God has called you for by assisting you on your path toward excellence in mental, emotional and psychological health delivery.

Thank you again for choosing Oheneba-Dornyo University College of Counseling Psychology. We look forward to working with you. God bless all your endeavours for Him! In His Service,

Samuel Oheneba Dornyo, Ph.D.

Dated: 26th June, 2015

History

Oheneba-Dornyo University College of Counseling Psychology begun in the year 2000 as International Theological Seminary (ITS). It was then affiliated with International Theological Seminary in the USA. The seminary had the objective to train seasoned Theologians and Christian Counselors for healing a hurting world. From her inception in Ghana, ITS has trained well over 500 Ministers of the Gospel and over a 1000 Christian Counselors. In the year 2004, ITS begun the process of seeking accreditation for its Counseling Courses with the National Accreditation Board of the Ministry of Education. In 2013, International Theological Seminary gained affiliation with Trinity Theological Seminary (TTS) in Legon for its Counselor training programs and subsequently received authorization status with the National Accreditation Board. Since 2014, ITS has trained 22 Counselors at the Executive Certificate levels. Owing to the College's emphasis on training Counselors, its name was changed to College of Counseling and Psychology and subsequently registered with the registrar General's department and now called Oheneba-Dornyo University College of Counseling Psychology.

Statement of Faith

1. In the inspired, infallible and authoritative Word of God - the Holy Bible.
2. There is one God eternally manifested in the person of the Father, Son, and Holy Spirit.
3. In the virgin birth of Jesus Christ, in His vicarious and atoning sacrifice through His shed blood, in His bodily resurrection, in His ascension, and in His personal return in power and glory upon the earth.
4. Regeneration and conversion through faith in Jesus Christ is absolutely essential for the salvation of lost and sinful humanity.
5. The Gospel includes holiness of heart and life, healing of the body and a definite experience with the Holy Spirit, whereby the gifts of the Holy Spirit become active in the life of the believer.
6. A life awareness of the presence of God's Kingdom here on earth today and faith in the complete restoration of the Kingdom of God upon the earth in the future.
7. In the bodily resurrection of believers at the end time; the just unto eternal life and the unjust into eternal damnation.

8. In the spiritual unity of all believers in our Lord Jesus Christ.
9. We also believe there are many other God-called fellowships, organizations and/or associations of which the Oheneba-Dornyo University College of Counseling Psychology (ODUCCP) is only one.

Visions

Our vision is to be a world-class institution for training Professional Counselors who can heal a hurting world.

Mission

Our mission is to educate and develop talents and skills of individuals to become Professional Counselors, using modern scientific tools and cutting-edge innovative training in a traditional lecture form, distance learning, virtual campus model of education and practical attachment under clinical supervision.

General Information

The University College is an accurate representation of Psychology and Counseling practice in a faith-based environment. The programs offered by the College are holistic in approach to life and corroborates the inherent values of the intellectual, social, physical and spiritual aspects of development.

Educational Objectives

1. Provide a traditional and non-traditional educational setting through which basic learning tools are made available so that students may fulfil their educational desires and objectives.
2. To help students assess their educational needs and satisfy them through a core of studies in Counseling and Psychology.
3. To inform and make available to students the learning resources and media support required to maximize their learning and retention of acquired knowledge.
4. To evaluate the student's proficiency, in relationship to standards of performance, acceptable to other traditional and non-traditional educational enterprises.
5. To prepare students for Christian and Professional services in their Church and community.

Accreditation Information

Oheneba-Dornyo University College of Counseling Psychology has received Institutional Authorization from the National Accreditation Board of the Ministry of Education and is currently working towards Institutional Accreditation.

Affiliation

Oheneba-Dornyo University College of Counseling Psychology (ODUCCP) is affiliated to Trinity Theological Seminary (TTS), Legon. CCP trains the student while TTS awards Certificates.

College of Counseling and Psychology also collaborates with the International Theological Seminary, USA, in the design of curriculum.

Enrolment Procedures

Fill admission form with two (2) passport sized photographs and two (2) letters of recommendation and attach all relevant documents, endorsed statement of results/transcript or copies of certificates (original shall be inspected). All these should be submitted to the admissions office two (2) weeks before the date of commencement for a particular course. Every student admitted will be required to sign an acceptance form, pay tuition fees upon receipt of admission letters and be issued with an Identification Card (ID).

Re-Admission

If for a reason a student has withdrawn from the College or became inactive for a period of two (2) weeks but wishes to re-enter the course, he or she shall request for re-admission in writing. Readmission is subject to approval from the admissions office.

Other Services

Licensing, Credentials, Supervision and Continuing Education is provided for members who wish to join the fraternity of faith based professional Counsellors by the Ghana Academy of Christian Counsellors (GACC).

Library Facilities

The University College is equipped with an electronic/digital as well as hardcopy book library. The library is a collection of materials and books on Counseling and Psychology, ICT, English language, Communication, Management, Finance, Christian Ethics and Literature.

Examination Regulations

1. All students who have registered for the course shall be issued a timetable for examination pasted on the College notice board one (1) week before the examinations begin.
2. A candidate shall not be admitted to the Examination room if he or she has not entered for the subject, paid all fees owed to the College, is under suspension, dismissal or arrives in the Examination room more than 30 minutes late after the examination has commenced.
3. While it is the responsibility of the College to provide the student with Examination question paper and answer sheets, all Candidates due for the Examination must provide themselves with every logistics for writing examinations.
4. All students sitting for an Examination must submit their Identity Cards (ID) for inspection when demanded by the invigilator.
5. No books or any other material(s) are allowed in the Examination room.
6. There will be no form of communication between students during Examination in the Examination room. Copying from other students or books is an offence and constitutes Examination malpractice.
7. A student found copying or indulging in Examination malpractice shall be sent out of the Examination room and the result(s) cancelled.
8. A candidate who wishes to communicate something shall raise his or her hand to attract the attention of the invigilator.
9. There shall be no noise making to distract other candidates during writing of Examination.

<u>Grade</u>	<u>Marks</u>	<u>Interpretation</u>	<u>Grade Point</u>
A+	80-100	Outstanding	4.00
A	70-79	Excellent	4.00
A-	65-69	Very Good	3.75
B+	60-64	Good	3.50
B	55-59	Above Average	3.00
B-	50-54	Average	2.50
C+	45-49	Pass	2.00
C	40-44	Pass	1.50
D	30-39	Fail	1.00
F	0-29	Fail	0.00

Rules about the use of College facilities

University College facilities shall be protected against damage by all students, faculty and staff. Any willful damage to College property by anyone shall be subject to payment by the said person. This money shall be charged by the College Administrator or his or her representative and the amount made payable to the accounts department.

Student' Representative Council (SRC)

There shall be a Students' Representative Council (SRC) that shall serve as a mouthpiece for the entire student body. It shall seek the academic and social interests of all students. The council shall comprise an elected President, a Vice President, Secretary, Vice Secretary and Treasurer. These shall serve for a period of twelve (12) weeks and shall be the order for each new student intake. An Electoral College set up by the administration of the College shall supervise these elections.

Credit Transfer of Academic Records

Credits earned from Oheneba-Dornyo University College of Counseling Psychology can be transferred to any Institution anywhere for counseling studies. On the other hand the right to accept ODUCCP credits is solely voluntary and subject to the individual requirements of a particular institution.

Types of Payment

Bankers Draft

Policy on Fee Payment

A onetime payment or half payment is required before the start of a course. The balance of payment is evenly spread according to the duration of course work on weekly basis. All fees must be completely settled a week before examination commences. Fees once paid to the College is non-refundable.

Course Fees

The fee for the course is ₦1,500.00. This however, may be subject to change with passing time.

Dismissal Policy

The College reserves the right to discipline, suspend, place on probation, or dismiss any student whose academic standing and progress, financial obligation, or whose conduct is less than satisfactory and violates the ethics required for a Counselor in training contained in this handbook and all training materials.

Refund Policy

If a student withdraws from the College seven days after paying his fees and attended lectures, he or she shall have no refund for fee paid to the College. A student who withdraws from the course three (3) days after paying fees and attends lectures shall have half of the fee refunded by the College. If a student withdraws first day of the start of a class after paying fees and attends lectures, he shall have 100% of fees refunded.

Programs

Executive Certificate in Counseling (Exec.CC).

Entry Requirements

Mature students above the age of 25 years who have the desire to study Counseling and Psychology with a minimum "O" level or equivalent qualification and must be involved in some counseling related work for the past two (2) years or have the intent to practice Counseling and Psychology as a calling or vocation can apply.

Requirements for Certification

1. Completion of ten (10) weeks lectures (a total of 140 hours) and two (2) weeks practical work (a total of 40 hours).
2. Pass all class assignments.
3. Obtain 50% (B-) or above in all the courses taken.
4. A student must have completed all courses, handed over all College items such as library books or College materials under their possession, settled all fees owed to the College, and pay graduation fees before eligibility for certification.

Required Courses

Marriage and Family Counseling
Communication Skills
Creation Therapy
Counseling within the African Context
Stress and Anger Counseling
Quality, Ethics and Legal Issues in Counseling
General and Innovative Approaches to Counseling
Introduction to Psychology

Course Description PSY 101 Marriage and Family Counseling

This course is designed to provide a thorough understanding of the types of abuses such as emotional, verbal, physical and sexual, and discusses the challenges and effects of blended families, divorce and infidelity, including facts about affairs; contributing factors, restoration, remarriage, single parenting and stress.

The student will have an overview of Marriage and Family counseling with specific emphasis on System and Structural therapy techniques, a specific study of the use of genograms and family of origin work emphasized in pre-marriage and post-marriage counseling using the tools of modern System Family Counseling and Temperament Therapy.

PSY 102 Communication Skills

Communication is vital in all relationships. The relationship between Counselor and Counselee is based on communication as a therapeutic process. The student will be helped to define Communication and be

taught different forms of communication practice that exists in the home, within the marital environment, work place and society at large.

Organizational communication is a powerful tool of construction or destruction. Students will study biblical principles of interpersonal communication and conflict management in human relationships. Attention is given to communication models, self-concept, nonverbal messages, stress, and strategies that assist Counselors in developing interpersonal communication skills. In addition, the course focuses on the nature of conflict, how to identify common styles of conflict management, and how to manage conflict acceptably and productively.

PSY 103 Introduction to Psychology

Psychology can be defined as the scientific study of mental processes and behaviour. The student will be introduced to a small portion of the field. This course presents an overview of the major fields within psychology, with emphasis on developing an understanding of psychology as science of human thought and behaviour. By the end of the course, students will be able to have a cursory understanding of themselves, the individuals around them and how they function.

PSY 106 Creation Therapy

This course studies the temperament as people's natural disposition and customary frame of mind that tends to make them act in a certain way. The course studies the five temperaments, along with their strengths and weaknesses. It explains testing procedures for administering the Arno Analysis Profiles and Oheneba Dornyo Systems tests and temperament therapy. The course also teaches how we can modify our temperaments to become more responsible in the communities where we operate.

PSY 107 Counseling within the African Context

The best form of help for people comes because they understand their problems within their traditional, ethnic and cultural settings. Behavioural reform is what Counselors do. All these happens within the same context as Africans. Otherwise knowledge intended to professionally help people becomes foreign to them. The student will learn the cultural backgrounds and understand those practices that often produce a dysfunction in people and how to assist them.

PSY 108 Stress and Anger Management

The course defines and describes the roots and biblical dynamics of anger, how the brain works and the details of the conscious and subconscious minds.

Students will be helped to recognize the face of anger, understand brain chemistry, brain stapling as well as learned behaviour while studying topics such as brain and mind distinctions, neurons and neurotransmitters, mechanical, electrical and chemical energy in the production of emotions.

At the end of course work students will learn about what causes anger and hostility, how not to deal with anger, proper expression of anger and how to prevent it.

PSY 109 Quality, Ethics and Legal Issues in Counseling

Excellence is intangible and difficult to measure, however, in nearly every field there is some degree of excellence observed. Counselors work in privacy, committed to confidentiality and are seldom observed by peers. In this course, the student will look at his/her own excellence in ethics and their relationship with counselees.

PSY 110 General and Innovative Approaches to Counseling

This course provides a refreshing approach to people-helping. The subject provides thought-out conclusions with careful use of practical principles. It avoids repetition and provides practical, simple formulas with evidence as to why they work.

College of Counseling and Psychology Anthem

ODUCCP, Oheneba-Dornyo University College of Counseling Psychology

Quality, Affordable Education

The College of Counseling and Psychology

Trains people for Professional Counseling

The College of Counseling and Psychology

Army of the Living God for all Nations