



ADMISSION REQUIREMENTS: CCSC

Version	V4.01	Number of pages	9
Responsible officer	Vice-Principal (Academic)		
Contact	Dean of CCSC, counselling@morling.edu.au		
Approving authority	Morling College Board		
Keywords	Admission, Entry requirements, CCSC, Students, Prospective students		
Access level <i>Select from the drop-down menu</i>	Public		
Dissemination range	CCSC staff; DSS staff		
Approval date	22 April 2026		
Effective date	22 April 2026		
Review date	April 2029		
Superseded documents			
Compliance References	HES_1.1		
Document classification <i>Select from the drop-down menu</i>	Academic Governance		
Mandatory status <i>Select from the drop-down menu</i>	Not mandatory		

1. PURPOSE

To articulate the specific admission entry requirements for Morling College awards in the Counselling, Chaplaincy and Spiritual Care (CCSC) faculty.

Training in counselling, chaplaincy and spiritual care requires an interface between expert knowledge, skill development, internal resilience, and self-awareness. These training programs at MC provide the opportunity for students to integrate both spiritual and personal growth, to develop increased psychological resilience and maturity, and to develop the qualities and skills needed to be highly skilled counsellors, chaplains, or professional supervisors.

2. DEFINITIONS

The following definitions apply for the purpose of this policy:

Key Term or Acronym	Definition
CCSC	Counselling, Chaplaincy and Spiritual Care
IELTS	International English Language Testing System
MC	Morling College
PACFA	Psychotherapy and Counselling Federation of Australia
SCA	Spiritual Care Australia
WWCC	Working with Children Check

3. SCOPE

These rules apply to courses in counselling, chaplaincy and spiritual care. For admission requirements for courses in other faculties, refer to the relevant faculty's corresponding document.

4. STATEMENT

- 4.1 Morling College (MC) admits students to the following, according to the specific requirements of each award:
 - 4.1.1 Graduate Certificate of Counselling
 - 4.1.2 Graduate Diploma of Counselling
 - 4.1.3 Master of Counselling
 - 4.1.4 Graduate Certificate of Chaplaincy and Spiritual Care
 - 4.1.5 Graduate Diploma of Chaplaincy and Spiritual Care.
- 4.2 The aim of the admission process is to assess:
 - 4.2.1 An applicant's motivation and commitment to enter a counselling, chaplaincy and spiritual care program based on a Christian world-view,
 - 4.2.2 Whether applicants have reasonable capacity to acquire the qualities and skills needed to be competent in the relevant field, and
 - 4.2.3 Whether an applicant has sufficient maturity to engage in the learning processes that comprise counselling, chaplaincy and spiritual care.
- 4.3 While everyone can learn and grow from such training, there are a number of reasons why not everyone is suitable to pursue a career as a counsellor or chaplain. For this reason, the selection process seeks to utilise the knowledge and skill of experienced counsellors and chaplains, as well as other assessment methods, to determine applicants' suitability for training in this area.
- 4.4 Refer to *Appendix 1* for information on how assessment instruments are used in the application process.

5. ADMISSION REQUIREMENTS

ADMISSIONS POLICY REQUIREMENTS

- 5.1 Applicants must satisfy the requirements for student admission as set out in the Admissions Policy: CCSC; Education.

ENGLISH COMPETENCY

- 5.2 Applicants whose first language is not in English must provide evidence of either:

- 5.2.1 A minimum IELTS (Academic) overall score of 7.0 or recognised equivalent (see 5.2) attained within the last two (2) years, OR
- 5.2.2 A completed, relevant undergraduate degree in which the sole language of instruction and assessment was English.
- 5.3 MC recognises the following English language proficiency tests which can be used in place of IELTS (Academic):
 - 5.3.1 TOEFL (Test of English as a Foreign Language).
 - 5.3.2 CAE/CPE (Cambridge Certificates in Advanced English/or Proficiency).
 - 5.3.3 PTE Academic (Pearson Test of English) Admission requirements.
- 5.4 For a more detailed discussion of demonstrating English competency, refer to the *Admission Procedure CCSC; Education*.
- 5.5 The Director of Student Services will determine whether an applicant is eligible for admission based on the language competency evidence provided, plus advice from the Dean of CCSC.

PRIOR LEARNING

- 5.6 The applicant needs to demonstrate that they have sufficient prior learning to enable them to undertake one of the CCSC faculty programs at a graduate level. This may be demonstrated through different pathways including:
 - 5.6.1 A recognised bachelor degree in any discipline.
 - 5.6.2 Experience Based Entry: Applicants over 21 years of age who have not completed an undergraduate degree may be considered for admission if they provide evidence of educational and/or professional background deemed to be equivalent to an undergraduate degree. Such evidence would include non-tertiary study (i.e. VET, professional studies that are non-accredited), documented life experiences equivalent to an undergraduate degree, and/or work experience that would suggest the capacity for postgraduate study. This will be assessed on a case-by-case basis. If such an applicant is assessed as possessing the required characteristics that would enable them to complete the course successfully, they will be eligible for study. In this case, applicants will only be accepted for the Graduate Certificate level of study and on successful completion may then apply to be admitted to further study.

COMMUNITY STANDING

- 5.7 The applicant should demonstrate that they have a basis for sufficient standing within the broader community in which counselling, chaplaincy and spiritual care services are offered. This is assessed through pastoral and character references.

RESOURCEFULNESS

- 5.8 The applicant must demonstrate that they have sufficient motivation and resourcefulness to complete the study program. This is assessed by the individual interview.

MATURITY

- 5.9 The applicant must demonstrate a level of maturity to enable them to engage in counsellor, chaplaincy and spiritual care training. This is assessed by personal statements, interviews, and references.

PSYCHOLOGICAL RESILIENCE

- 5.10 The CCSC faculty seeks to ensure that people are not accepted for training in circumstances that may be harmful to their own psychological health. Applicants must, therefore, be assessed to have good mental health sufficient to enable them to deal with the demands and pressures of the training program without themselves experiencing excessive or unmanageable psychological distress. This is assessed from an interview and references. This assessment is strictly confidential.

PERSONAL QUALITIES AND CHARACTERISTICS

- 5.11 The applicant must demonstrate they have sufficient capacity to engage relationally in the role of a helping professional. This is assessed by the interview and references.
- 5.12 *Appendix 2* lists the required personal qualities and characteristics.

POLICE CHECK

- 5.13 A Nationally Coordinated Criminal History Check dated no older than one (1) year is required for course admission.

Counselling Note: The professional body, Psychotherapy and Counselling Federation of Australia (PACFA), considers the outcome of a recent criminal history check when determining eligibility for membership.

ADDITIONAL ADMISSION REQUIREMENTS: COUNSELLING

- 5.14 Applicants for the Graduate Certificate of Counselling, Graduate Diploma of Counselling, or Master of Counselling must also meet the following requirements:
- 5.14.1 Psychometric assessment: The assessment of personal qualities and psychological resilience (see 5.10) is extended to include a psychometric assessment which may indicate whether the applicant is potentially suffering from any psychological condition that may render them unsuitable for training as a counsellor.

5.14.2 Working with Children Check (WWCC): Applicants must hold, and maintain throughout their candidature, a current WWCC from the relevant government agency.

ADDITIONAL ADMISSION REQUIREMENTS: CHAPLAINCY AND SPIRITUAL CARE

5.15 Applicants for the Graduate Certificate of Chaplaincy and Spiritual Care, or the Graduate Diploma of Chaplaincy and Spiritual Care must hold, and maintain throughout their candidature, a current WWCC from the relevant government agency.

6. RELATED DOCUMENTS AND LEGISLATION

INTERNAL

- Admissions Policy: CCSC; Education
- Admission Procedure: CCSC; Education
- Advanced Standing and Recognition of Prior Learning: CCSC; Education
- Variation to Unit Enrolment Policy: CCSC; Education

EXTERNAL

- Higher Education Standards Framework (Threshold Standards) 2021
- PACFA Code of Ethics
- SCA Code of Conduct

7. REFERENCES

Nil

8. VERSION HISTORY

Version	Approved by	Approval date	Effective date	Changes made
4.01	Morling Board Academic Board	26 March 2026 22 April 2026	26 March 2026 22 April 2026	Added 5.1 Applicants must meet requirements for admission in Admissions Policy CCSC; EDU. Removed 'Master of Chaplaincy and Spiritual Care'. 5.13 Changed Police Check requirement. Updated 5.6.2 Experienced Based Entry to align with website information including 21 years of age requirement. Deleted content relating to professional supervision.
4.00	Morling Board	7 April 2025	7 April 2025	WWCC removed as general requirement, to requirement for Counselling and Chaplaincy. Police Check made a general admission requirement.
3.01	VP(A)	13 August 2024	13 August 2024	Updated "Approving authority" from AB to the MC Board.
3.00	Academic Board	13 Sept 2023	13 Sept 2023	Added Prof Supervision, added police check, renamed as a rule,

Version	Approved by	Approval date	Effective date	Changes made
				material re-arranged, generic English included, added the role of the Director of Students' Services in the assessment of English language competency. Added Appendix 1 and 2.
2.00	Academic Board	17 October 2018	17 October 2018	Split into separated policy and procedure documents. Formatted to new template
1	Academic Board	April 2015	April 2015	

Download this document anew with each use, as it may have changed.

APPENDIX 1: ADMISSION ASSESSMENT INSTRUMENTS

1. CHARACTER AND PASTORAL REFEREES REPORTS

These assess community standing, maturity, personal qualities and characteristics and level of psychological resilience of the applicant.

2. INTERVIEW

This assesses resourcefulness, maturity, personal qualities and characteristics and level of psychological resilience of the applicant.

The aim of the interview is to:

- a) Discuss with the applicants their commitment to counselling and/or chaplaincy. This part of the interview focuses on the applicant's goal upon completion of the course. This will create the opportunity for the interviewers to be open about the nature of this program of study and to ensure that it is likely to assist the applicant achieve her/his goals.
- b) Determine the applicant's level of relational maturity and resilience to deal with some of the unique challenges that are inherent in counselling and chaplaincy training. If major concerns arise during the interview process, then discussion about the applicant's suitability will occur with the Faculty Dean.

3. PERSONAL STATEMENT

This assesses the maturity of the applicant.

4. PSYCHOMETRIC ASSESSMENT (COUNSELLING ONLY)

This is used as a guide which may indicate whether the applicant is potentially suffering from any psychological condition that may render them unsuitable for training as a counsellor.

APPENDIX 2: PERSONAL QUALITIES, CHARACTERISTICS AND PSYCHOLOGICAL RESILIENCE

As part of the application process please consider whether you can demonstrate that you have the below inherent requirements for training to be a counsellor or chaplain. Further development in the majority of these domains is an expected outcome as a result of participation in your training.

- *Communication Skills:* Students must have the ability to communicate effectively and compassionately with a range of clients from diverse backgrounds, using appropriate language and non-verbal cues. They must be able to listen actively, provide feedback and convey information clearly and concisely.
- *Presence, Empathy and Emotional Resilience:* Students must be able to develop a capacity for presence, possess empathy, the ability to understand and connect with clients, and maintain emotional resilience when dealing with challenging situations.
- *Critical Thinking Skills:* Students must be able to analyse and evaluate information, develop appropriate strategies, responses, and interventions, and make sound ethical decisions.
- *Cultural Humility:* Students must demonstrate a high level of cultural humility and an understanding of the impact of culture, diversity and social justice issues on the counselling and chaplaincy process.
- *Ethics and Professional Conduct:* Students must be able to adhere to professional standards of conduct, including ethical and legal standards, maintain appropriate boundaries, and engage in reflective practice to enhance their professional growth.
- *Intellectual Abilities:* Students must possess the intellectual abilities required to engage in independent study and research, including the ability to read, comprehend, analyse, and synthesise complex information, and engage in critical and reflective thinking.
- *Interpersonal Skills:* Students must possess effective interpersonal skills, including the ability to establish and maintain positive relationships with clients, peers and teaching staff and work collaboratively as part of a team.
- *Physical Requirements:* Students must have the ability to engage in the physical and emotional demands of the program/s, which may include sitting for long periods, engaging in real-play activities, and managing emotionally challenging situations.

Students must also demonstrate the minimal qualities considered essential to develop as a professional in counselling, chaplaincy and spiritual care. MC will screen applicants for qualities that make them suitable/unsuitable for the role, using the following list (from PACFA's Code of Ethics).

- Authenticity
- Care

- Courage
- Curiosity
- Diligence
- Empathy
- Honesty
- Humility
- Resilience
- Respect
- Sincerity
- Wisdom

For Chaplaincy and Spiritual Care awards, MC will also consider applicants in light of the [Spiritual Care Australia \(SCA\) Code of Conduct](#).