



Academy of Clinical and Applied Psychoanalysis

Summer 2021



Student Registration Packet

Certificate Program & Non-Matriculation

301 South Livingston Avenue, Livingston, NJ 07039 973-629-1001 acapnj.org

Registration Policies and Procedures

Students are required to arrange a meeting with their Advisor prior to the last month of the semester to plan course registration for the following semester. The student and the Advisor can prepare for the meeting by completing the course checklist relevant to the student's program of study. The student is invited to seek the Advisor's understanding and counsel with regard to any difficulties that may have arisen in their course of study so far. Should any such difficulties persist without resolution, the student and the Advisor should inform the Coordinator of Advisement.

A completed registration packet includes the following:

1. A signed registration form
2. The advisement form signed by advisor and student
3. A confirmation of analysis form
4. Payment in full, or
5. An approved payment plan

Incomplete registrations will not be accepted by the registrar.

Late fees:

For continuing students, registration is considered late if is submitted after December 1 for the spring semester, after June 1st for the fall semester, or after April 15th for the summer semester.

The late fee is \$150.

New students are invited to register up to the first week of classes. There is no late fee for a new student in their first semester. The following semester, policies for continuing students will apply. New students are assigned an advisor at the time of their course registration. New students should be advised that beginning an analysis with an approved modern psychoanalyst should begin by the 2nd semester of enrollment.



Academy of Clinical and Applied Psychoanalysis

301 South Livingston Avenue, Livingston, NJ 07039 973-629-1001 www.acapnj.org

Dear ACAP Student,

Welcome to a new semester! It's time to contact your advisor to schedule an appointment to meet and discuss course selection.

After completing your forms please refer to the checklist on the last page of this packet to avoid a delay in your registration.

As you know, it's very important that students register by the April 1st deadline in order to insure your class preferences. In addition, this allows the school to appropriately plan for the semester.

Students who register and submit forms after April 15th will pay a late fee of \$150.

The Registration Office is available for all your registration needs and can assist with any questions regarding registering for classes, adding or dropping classes and determining tuition and fee charges. Feel free to contact me anytime.

Regards,

Loretta M. Calabrese
Registrar/Office Manager
301 So. Livingston Ave, Livingston, NJ 07039
Phone | 973-629-1001 Fax | 973-629-1003
Email | acapnj@acapnj.org

*Post Graduate Certificate Programs***Tuesday 5:30-8:45pm****GPSA 101 Assessment and Appraisal / Hughes**

This course provides an overview of the appraisal process including observation, interviewing, measures, resources and tools to formulate a clinical understanding of clients within a broad range of settings and within a survey of populations. Behavior, observations, etiology, symptomology, assessment, countertransference, and treatment will be examined in working with clients representing the lifespan. The course examines issues of reliability, diversity, limitations and ethical practice in relation to the validity of the assessments. Students explore the relationship between assessment, findings, diagnosis, intervention and treatment planning. *This course may have alternate assignments to make up for class time.* (3-cr)

Wednesday 6:30-9:45pm**GPSA 704 Fieldwork Seminar – Focus on Basic Techniques and Small Group Studies (SGS) / Vaccaro**

The Fieldwork experiences provide an opportunity to apply theory and practice of psychoanalytic techniques in a clinical setting under supervision. As the student moves through the fieldwork sequence, the student has increasing ability for independence and develops professional identity. The student learns basic techniques to enable individuals to tolerate more comfortably the stimulation of importance and professional, ethical and cultural issues will be examined throughout the course. Students psychoeducational group in addition to individual work with clients. *This course may have alternate assignments to make up for class time.* (4-cr)

Thursday 5:30-8:45pm**GPSA 104 Multicultural Issues in Mental Health Work / Lapidés**

Multicultural Issues in Mental Health Work is a counseling course designed to introduce students to theoretical models of diversity and identity development. Students will examine theories of Race, Ethnicity, Class, Sex, Gender, Sexual Orientation and Ability, as a means of understanding the development and utility of one's own belief system, as well as the beliefs, values and experiences of a diverse client base. This course will address the notion of 'difference' within the therapeutic hour and examine the role and influence of systemic factors within the counseling process. *This course may have alternate assignments to make up for class time.* (3-cr)

Dates/Times TBA**GPSA702B-K Small Group Studies (SGS)**

This supervised group study course is taken throughout the summer for students who are engaged in fieldwork or clinical case. The students study individual cases at their Fieldwork Site in depth, presenting and reading about the dynamics of each case as well as their personal reactions to the client. The students process the challenges in working with and learning about serious psychopathology in a treatment relationship. The goal of the course is to help students identify the defenses of narcissistic clients and the countertransference reactions of the treating therapist. Students will present cases with process notes as a way to study the dynamics of the cases. Each week three students meet with the faculty and present their cases, studying the most therapeutic approach to each case.

Dates/Times TBA**GPSA760/761**

Clinical Research Tutorial – Day/time arranged with instructor

Students in the Certificate program work individually with a research chairperson after development of a proposal approved by the training committee. The chairperson assists the student in completion of the proposal for the project through completion, approval and final presentation of the project. (3-cr)



Academy of Clinical and Applied Psychoanalysis

Distance Learner? _____

REGISTRATION FORM Summer 2021

May 25 – July 29

- Certificate Program
- Non-Matriculation

SCHEDULE OF FEES SUMMER SEMESTER	
Program Tuition Fees	
Certificate Course Tuition _____	\$800
Research Tutorial _____	\$800
Small Group Supervision _____	\$400
Non refundable Registration Fee* _____	\$150
Non refundable Registration Fee SGS Only	\$ 50
PayPal Handling Fee _____	\$ 25
Late Fee _____	\$ 150

**Includes Library, PEP, Journal and Student Activity Fees*

Name _____

Street address _____

City _____ State _____ Zip _____

Phone _____ Country _____

Email _____

Emergency contact name & phone _____

COURSE#	COURSE TITLE			DAY/ TIME	FACULTY	FEE
SGS (must list 3 choices)	1 st choice	2 nd choice	3 rd choice			
	Registration fee \$150 Registration fee \$50 SGS only (no courses)					
	Late fee \$150 after 4/15					
TOTAL AMOUNT DUE						

Please make checks payable to ACAP and mail to ACAP 301 South Livingston Ave, Livingston, NJ 07039

Refund Policy:
 Before 1st class meeting 100% tuition refund
 Before 2nd class meeting 50% tuition refund
 After 3rd class meeting no refunds

Student Signature _____ Date _____

Advisor Signature _____ Date _____

Registration will not be accepted without Advisor signature

CONFIRMATION OF ANALYSIS

ACAP _____ BGSP-NJ _____ Semester _____ Year _____

Personal analysis with an approved analyst must begin by the second semester and is required throughout training. Students are responsible for the completion and submission of the Confirmation of Analysis form at the beginning of the fall and spring semester of each school year. Students are encouraged to remain in analysis as long they are in the program of study.

Individual Analysis

Student's Name _____

Analyst's Name _____

Total Number of Individual Sessions since Last Semester's report _____

Total Number of Individual Sessions to Date _____

Student Signature _____ **Date** _____

Analyst Signature _____ **Date** _____

Group Analysis

Total Number of Group Sessions since Last Semester's Report _____

Total Number of Group Sessions to Date _____

Student Signature _____

Analyst Signature _____

Date _____



New students only unless returning students have changes

ACAP/ICPS EMERGENCY CONTACT AND CURRENT MEDICATION INFORMATION

STUDENT/FACULTY INFORMATION

Name:	Date of Birth:
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Home Address:	Home:
Mailing Address:	Cell:

Physician(s):	Physician's Phone Number:	Hospital Preference	Hospital Address/Phone

EMERGENCY CONTACTS

NAME	RELATIONSHIP	HOME PHONE	MOBILE PHONE	WORK PHONE

Are there any health considerations you would like us to be aware of?

ALLERGIES TO MEDICATIONS

MEDICATION	REACTION

Record of Student Advisement

ACAP _____ BGSP-NJ _____

Student Name _____ Semester _____ Year _____

Advisor Name _____ Meeting Date _____

Student File Reviewed? _____ Goals Reviewed? _____ Registration Reviewed? _____

Student approved to register for the following courses:

Course ID & Title _____ Semester _____

Course ID & Title _____ Semester _____

Course ID & Title _____ Semester _____

Course ID & Title _____ Semester _____

Course ID & Title _____ Semester _____

Course ID & Title _____ Semester _____

ADVISOR COMMENTS AND RECOMMENDATIONS

Please list all specific recommendations made to students concerning any aspect of their progress in the ACAP training program. Students should review comments and recommendations of the Advisor. Please attach more sheets as needed. Place the Record Advisement Form in the student file.

Student Signature: _____ **Date** _____

Advisor Signature: _____ **Date** _____