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# CERTIFICATION PROGRAM IN **TRAINED CAREER COUNSELLORS (TCC)**

A 2 - LEVEL CERTIFICATION PROGRAM LED BY EXPERIENCED  
& INTERNATIONALLY CERTIFIED MASTER TRAINERS



In many respects, career education has never been needed more than it is today. Aim of NEP 2020 to make “India a global knowledge superpower” by laying more focus on vocational studies and holistic development of the child. The ever-faster pace of technological change and the increased competitiveness of workplaces and economies around the globe have created an acute need of educational/vocational programs that address unemployment and self-development needs of adolescent boys and girls.

India has the largest student population in the world, accounting for over 350 million students. The country needs 1.4 million career counselors to maintain a globally accepted counselor – to – student ratio. Currently the ratio is 1:3,000, whereas globally accepted ratio is 1:250. This provides a wide scope for passionate professionals in this field. CBSE has made it a mandate to have counselors in school, over 90% schools in India don't have a professional counselor on board. There is an urgent need of career counselors at the school level in India.

With the advent of industry 4.0 and the VUCA (Volatile, Uncertainty, Complexity and Ambiguous) world it is all the more important to have the future generation more career prepared. New careers are emerging, some careers are getting obsolete, it is important for the students to be aware of their potentials, personality and interest to decide the right fit career options for themselves and match up with the changing trends.

The present curriculum for the '**Certification Program in Trained Career Counsellors**' is based on the emerging needs of counselling professionals and psychologists. The curriculum rests on ethical, practice and working guidelines on career counselling. The curriculum covers scientific, systematic and phase wise understanding of career counselling process. The course introduces some of the major theoretical frameworks for career guidance and counselling and arms the practitioners with practical skills in handling career counselling cases.

The program has been designed with professionals in mind, with blended learning (online and offline) to develop knowledge and skills, along with practice through supervised case-based learning and case presentations, while continuing to meet individual life and work demands.



# WHY YOU SHOULD **ENROLL?**



**Become a qualified  
career expert**



**Enhance your  
counseling skills**



**Learn from industry  
pioneers in Central India**



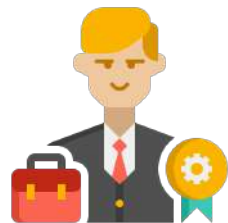
**Be future and  
industry ready**



**Enhance your  
resume**



**Live Interactive  
Learning**



**Be a professional career  
counsellor and not a  
career reader**

# PROGRAM OVERVIEW

## BASIC ( Live Sessions & Webinars)

**Duration : 1 Month**

**FEE**

**₹ 10,000**

<b>Module 1</b>	<p><b>History &amp; Meaning</b></p> <ul style="list-style-type: none"> <li>• Career, Occupation, Job, Vocation &amp; Profession</li> <li>• Difference between Counselor, Coach &amp; Guidance</li> <li>• Importance of Career Counseling</li> </ul>
<b>Module 2</b>	<p><b>Basic Concepts</b></p> <ul style="list-style-type: none"> <li>• Career Counselor Qualities</li> <li>• Basic Counseling Skills</li> <li>• Ethics in Career Counseling</li> </ul>
<b>Module 3</b>	<p><b>Indian Education System</b></p> <ul style="list-style-type: none"> <li>• New Education Policy</li> <li>• Types of Boards Offered</li> <li>• Types of Universities</li> <li>• Accreditation Bodies</li> <li>• Governing Bodies</li> </ul>
<b>Module 4</b>	<p><b>Career Domains</b></p> <ul style="list-style-type: none"> <li>• Science</li> <li>• Commerce</li> <li>• Humanities</li> <li>• New Age Careers</li> <li>• World of Work</li> </ul>
<b>Module 5</b>	<p><b>Career Theories</b></p> <ul style="list-style-type: none"> <li>• Foundational Theories</li> <li>• Newer Emerging Theories</li> </ul>

<p><b>Module 6</b></p>	<ul style="list-style-type: none"> <li>• Intake</li> <li>• Understanding the need of the student</li> <li>• Psychometric Assessment</li> <li>• Evaluation</li> <li>• Report Preparation &amp; Interpretation</li> <li>• Counseling Session</li> </ul>
<p><b>Module 7</b></p>	<p><b>Occupational Information</b></p> <ul style="list-style-type: none"> <li>• Sources of Collection</li> <li>• Use of Media</li> <li>• Impact of Technology</li> <li>• Dissemination of Occupational Information</li> </ul>
<p><b>Module 8</b></p>	<p><b>Introduction to Study Abroad</b></p> <ul style="list-style-type: none"> <li>• Exams Required</li> <li>• Profile Building</li> <li>• Statement of Purpose</li> <li>• Country shortlisting process</li> </ul>

# ADVANCE

**Duration : 3 Months**

**FEEs**

**₹ 20,000**

<p><b>Module 1</b></p>	<p><b>Psychological Assessment</b></p> <ul style="list-style-type: none"> <li>• Introduction to psychometric assessment</li> <li>• Characteristics of a good test</li> <li>• Caution on Testing</li> <li>• Issues in selecting a test</li> <li>• Where &amp; How to procure tests</li> </ul>
<p><b>Module 2</b></p>	<p><b>Personality Test</b></p>



<b>Module 3</b>	<b>Aptitude Tests</b>
<b>Module 4</b>	<b>Interest Tests</b>
<b>Module 5</b>	<b>Multiple Intelligence Tests</b>
<b>Module 6</b>	<b>Learning Style Tests</b>
<b>Module 7</b>	<b>Assessment Reports</b>
<b>Module 8</b>	<p><b>Counseling Sessions</b></p> <ul style="list-style-type: none"> <li>• Demonstration of counseling skills</li> <li>• How to start the session</li> <li>• Communicating the findings</li> <li>• Handling queries</li> <li>• Dealing with parents and student's anxiety</li> </ul>
<b>Module 9</b>	<p><b>Practical</b></p> <ul style="list-style-type: none"> <li>• Self administration on the psychometric assessment</li> <li>• Discussion of every case</li> </ul>
<b>Module 10</b>	<p><b>Being industry ready</b></p> <ul style="list-style-type: none"> <li>• How to set up a career cell in school</li> <li>• Social media</li> <li>• Promoting oneself</li> <li>• Registering with various bodies</li> </ul>
<b>Module 11</b>	<b>Assessment</b>

**BASIC + ADVANCE**

₹ 27,500

# ABOUT MASTER TRAINERS

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## Dr. Anupma Maheshwari

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Everybody marks a presence on this planet for a purpose,

Dr Anupma Maheshwari is a leading Career Counsellor of central India, who helps students find this very purpose! and Master trainer who mentor budding career counsellors to help students in making right career decisions. She has her way with psychometric testing which supports students in selecting the right career path based on their inherent talent and abilities

She is Founder Director of ACT2Enable–Aadhaar Counselling & Therapy, Career Counsellors India & Aadhaar Centre for Child Development & Psychological counselling. With experience ranging over 17 years, her expertise has greatly benefited thousands of students & parents from different social strata. Students with the help of appropriate tools are guided & empowered with an understanding of the education and required skills for achieving their career goals & accomplish them in life!

## Ms. Namrata Sharma

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Namrata Sharma is a graduate with double majors in Psychology & Sociology from St. Xavier's College, Mumbai. She has done her masters in Career & Developmental Counselling along with a Post Graduate Diploma in School Counselling from SNDT University, Mumbai. She is an Internationally Certified Career Coach by NCDA & CDA, USA. Presently, she is working with The Sanskaar Valley School, Bhopal as a Career Counsellor guiding students in deciding the right fit college and career option.



The Career Cell has been ranked in top 10 by the Education World Magazine. Namrata has a vast experience of working with students and professionals, helping them select the right career path. She has worked in career development organizations and schools in Mumbai, Indore & Bhopal.



# WHO SHOULD ENROLL FOR THE PROGRAM?

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## Applications for the program will be sought from:

- (a) Students who have completed a Master's Degree in Psychology/ Human Development/ Social Work, from a recognized University
- (b) Graduates with a Majors in Psychology as one of the main subjects
- (c) Professionals working in the area of Counselling/ mental health.
- (d) Psychologists
- (e) School counsellors
- (f) Employability counsellors
- (g) Educators
- (h) Students and Professionals from similar background

# CAREER TRAINING FEEDBACKS

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**Isha Pahuja – School Counsellor, Faridabad**

The Certified Program in Trained Career Counsellors was informative and an excellent learning experience for me. A complete wholesome approach towards career planning and counselling is the key what you gain after completing the course under an extremely excellent and professional support and guidance.



### **PC Roy – Indian Army Service Selection Board**

The Certified Program in Trained Career Counsellors was useful to gain insight into the process of career counselling for students/youth who are confused about career choices in the present scenario. They invariably fall prey to parental/societal pressures and follow the crowd rather than tapping their own inherent qualities. The scientific method utilized for carrying out assessment of aptitude, personality and interests through psychometric testing was beautifully explained. This way, children can choose careers which they are naturally inclined to rather than being square pegs in round holes.



### **Parul Gandhi – Counsellor & Psychologist, Indore**

Certified Program in Trained Career Counsellors will be very much fruitful for me, as I work as a counsellor in a CBSE school and definitely I will take my learnings in my career and work which will give me good results.



### **Dr. Asmita Dubey – Educator Gwalior Glory High School, Gwalior**

Certified Program in Trained Career Counsellors was a very dynamic session taught in a systematic way. Overall it was very fruitful and effective. Purpose to join solved.