

Student Statement of Understanding Regarding Personal Counseling Services At Shaw University

The staff of the Counseling Center hopes that you will have a positive counseling experience during your matriculation at Shaw University. We want you to be aware of all aspects of the Counseling Center and our expectations of you as a student. Please read these helpful hints as you prepare for your first counseling session.

Please initial beside each statement showing you have read the information written below.

_____ **Our services are free.**

_____ **Counseling Services are provided only to Shaw University students.** The Counseling Center is designed to provide students with short term counseling. If, after discussion with you, the counselor decides that your concerns require more than our short term model of services can provide, the counselor will assist you in finding an off campus resource(s) that can meet your needs.

_____ **Appointments are limited up to 60 minutes.** We ask that you please be on time. If you are later than 15 minutes your appointment will need to be rescheduled. If you cannot make your appointment, please phone the Counseling Center at (919) 546-8525 or 8283 to cancel or reschedule so that someone else may have that time. Please notify us 24 hours in advance, if possible.

_____ **Consequence of missed appointment.** In order for counseling to be effective, it is necessary that you attend all your appointments and be engaged in the process. If you are unable to keep your appointment, we ask you to call our office to cancel or reschedule. If we do not hear from you after a missed appointment, it is possible that your appointment time will be given to another student.

_____ **The Counseling Center is open 8 am to 5 pm Monday through Friday during the academic year and evenings for scheduled appointments.** We do our best to return phone calls within 24-48 business hours.

_____ **Counseling Center staff responds primarily to phone messages. Please call 919-546-8525 or 8283 however, emails can be submitted for counseling services not considered a crisis.**

_____ **Scheduling Appointments** All appointments are scheduled, rescheduled and cancelled by calling (919) 546-8525 or 8283 or by stopping by our main office, Mobile Unit #744 between 8 am and 5 pm.

_____ **Your counselor may seek peer consultation form the counselors within the Counseling Center.** The Counseling Center is comprised of staff that specializes in personal counseling and in disability services. Our entire clinical staff may be included in a group consultation of your case.

_____ **Confidentiality is an essential part of counseling.** Under ordinary circumstances, we will only discuss your situation with someone else when you have given us permission to do so. You are protected by confidentiality laws, and we will not break these laws unless your situation meets one of the following legal limitations to confidentiality:

1. ***IF** we learn about child or elder abuse, we are required by law to report it to the Department of Social Services.*
2. ***IF**, in our judgment, you are in danger of hurting yourself or others.*
3. ***IF** we are required to present records and/or appear in court to comply with a court order.*

_____ **A Counselor on-call is available by phone to assist in crisis situations during the academic year.**

You can reach the Shaw University Counselor-on-Call by calling Campus Police (919) 546-8249 or the Residence Director (RD) on Duty, (919) 546-8295. If you are in crisis and the Counselor-on-Call cannot be reached, you are directed to contact Holly Hill (919) 250-7000, Wake County Community Mental Health (919) 250-3133, or your local emergency room.

Please sign below with the knowledge that you have read and understand the information written above. Your signature indicates that all questions regarding the meaning of these statements have been answered to your satisfaction.

Please Print Clearly

Full Name: _____

Signature: _____ **Date:** _____

Student ID: _____ **Cell Phone:** _____

Witness/Counselor: _____ **Date:** _____