



Provider approved by CFAAP/CAADAC, Provider #OS-12-162-0414 for 45 CEHs  
Address: 3798 Marshall Street #5, Wheat Ridge CO 80033 Phone: 888-421-2298 or 303-986-6460  
Email: [info@journaltherapy.com](mailto:info@journaltherapy.com) More information and registration: [www.TWInstitute.net/CAADAC/abpsych](http://www.TWInstitute.net/CAADAC/abpsych)

## ABNORMAL PSYCH ONLINE: Frequently Asked Questions

### Upcoming classes:

Start Sept 6, end Nov 14 – 10 wks OR

Start Sept 27, end Dec 12 – 11 wks (no class Thanksgiving week) OR

Independent Study – Self-paced

#### How does this work?

The online class meets on an internet discussion board learning platform. The “classroom” is open 24 hours a day, 7 days a week. There are ten separate lessons, each lasting one week. Each lesson contains links to high-quality websites that offer specific, focused learning in the week’s area of study. You’ll follow the links, read the webpages assigned, and write a response paper. For more information on the weekly content, go to [www.TWInstitute.net/CAADAC/abpsych](http://www.TWInstitute.net/CAADAC/abpsych) and download the syllabus.

#### How long will it take?

Three hours a week for 10 weeks. You’ll also read a book, post a book review, and write a final paper. You can attend class any time throughout the week.

#### Why do you have different start dates?

Identical classes start on a revolving basis so that we can accommodate more people’s schedules. The September start dates are the last classes we will offer until January 2013. You will only register for one class – either starting September 6 or September 27. We also have an independent study option for those who wish to go at their own pace. However, we strongly recommend the structured class; your chances of successful completion are higher. ***You may reserve space in a later class; call or email.***

#### I’ve never taken an online class before. Is it hard?

Not at all! Once we receive your registration, we will send you an orientation email with your user name and password and classroom’s web address. You’ll also receive links to tutorials to help you get started. To take the class, you must have a working computer and basic computer literacy, such as navigating the internet, uploading and downloading files, managing email, etc. High-speed internet access is not required, but it is strongly recommended because it will make your studies much faster and easier.

#### I’m working full-time. Will I be able to complete this class with a busy schedule?

There are no set class times, aside from completing the week’s assignments on time. Between Thursday and Monday each week, you’ll spend at least 3 hours reading the assigned material and writing a 1-2 page response paper that summarizes your learning and how it will inform your work as a substance abuse counselor. This paper will be posted to the week’s discussion boards. Your instructor will read and

comment on your response paper by Wednesday evening, and the cycle will start again with new material on Thursday morning. This counts for 30 hours of your 45 required hours.

### **Why does the week start on Thursday and end on Wednesday?**

We know from experience that many people who are working full-time do most of their studying on the weekend. Our academic week starts on Thursday so that you can take full advantage of weekend time to complete your assignments.

### **What else do I have to do for class credit?**

You will also be asked to read a book (memoir, fiction or self-help) with a psychological theme, then write a 2-3 page book review and post it for discussion sometime during weeks 4-8. We will provide a suggested list of books, or you can choose your own. This assignment meets 10 hours of the required 45 hours.

### **Will there be a final examination?**

No. Instead of a final exam, you will write a 3-page final paper that reflects on your learning throughout the course and how you might apply it in your work. You'll have a few extra days after the class ends to complete your final paper. This is the final 5 hours of your required 45 hours.

### **Will I be expected to interact with other students?**

To respect your time, the course is designed to function as a guided group independent study. You will receive acknowledgment each week by the instructor for your response paper. The instructor is always available for questions.

### **Do I get a grade?**

The class is pass/fail. The expectation for "pass" is response papers for each lesson, a book review and a final paper, all completed per instructions and on time. Your CE certificate will be emailed to you.

### **How much does it cost?**

For CAADAC members, the tuition is \$295 (regularly \$375), plus \$10 registration fee for a total of \$305. You may register with Visa, MasterCard or Discover at our website, [www.TWInstitute.net/CAADAC/abpsych](http://www.TWInstitute.net/CAADAC/abpsych), or send a check for \$305 payable to Center for Journal Therapy to 3798 Marshall St #5, Wheat Ridge CO 80033. Payment in full must be received before class starts.

### **What is your refund policy?**

A full refund of tuition, less 10% administrative fee, is given through the end of the first week of class. Refund request must be received by email ([info@journaltherapy.com](mailto:info@journaltherapy.com)) no later than midnight Mountain time on the first Wednesday following start of class. No refunds will be given for failure to attend.

### **What if I have to miss a class because I'm out of town or sick or have a family emergency?**

Let your instructor know as soon as possible. Nearly always, work can be assigned in advance or made up within a week of the due date. If things really fall apart, work can be transferred to a later class or converted to independent study.

### **What is the Therapeutic Writing Institute?**

The Therapeutic Writing Institute (TWInstitute), created in 2008, is the fully on-line professional training division of the Center for Journal Therapy, Inc., Kathleen Adams, President. The Center for Journal Therapy, Inc. is CFAAP/CAADAC CE Provider #OS-12-162-0414.

### **How do I register?**

Go to [www.TWInstitute.net/caadac/abpsych](http://www.TWInstitute.net/caadac/abpsych) and choose the start date you prefer. You'll be taken to a shopping cart where you can complete registration.

### **What if I have more questions?**

Call us at 888-421-2298 or 303-986-6460. Or email us at [info@journaltherapy.com](mailto:info@journaltherapy.com). Welcome!