



Application for Master Programme Accreditation

Part A: Institution Information:

Institution's Name		Master Programme's Name	
Duration of Programme	Full time: _____ years, started since _____ Part time: _____ years, started since _____		
Name of Programme director and coordinator (names and titles)	Program Director: Prof/Dr/Mr/Ms/Mrs _____ Phone no.: _____ Email: _____ Program Coordinator (if different from the above): Prof/Dr/Mr/Ms/Mrs _____ Phone no.: _____ Email: _____		
Required Documents (please submit both soft and hard copies together)	<ol style="list-style-type: none"> 1. Documents indicating equivalence to master programme; 2. Programme handbook/manual; 3. Syllabus and outline of each course 4. Practicum handbooks for the supervisor and student including each practicum site and contact person; and 5. List of qualifications and experience of each teaching and practicum supervisor (year of award, years of teaching experience in both MFT or related fields) 6. Templates of the assignments in Practicum (such as intake, case summary & case analyses, etc) 		

Part B: Description of Programme Content**1. Family Studies:**

- Courses in this area should present a fundamental introduction to systems theory.

Topic areas may be included below (please “√” in the box if appropriate):		Total 9-semester credits required	Course code, course name & other related information
<input type="checkbox"/>	1.1. Systems theory, with _____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	1.2. Family development, with _____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	1.3. Subsystems, with _____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	1.4. Blended families, with _____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	1.5. Gender issues in families, with _____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	1.6. Cultural issues in families, with _____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	1.7. Others	No. of semester credits: _____	
<input type="checkbox"/>	1.8. Others	No. of semester credits: _____	

2. Family Therapy:

- Courses in this area should have a major focus on advanced family systems theories and systemic therapeutic interventions.

Topic areas may be included below (please “√” in the box if appropriate):		Total 9-semester credits required	Course code, course name & other related information
<input type="checkbox"/>	2.1. Strategic, structural, object relations family therapy, with____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	2.2. Behavioral family therapy, with____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	2.3. Communications family therapy, with____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	2.4. Intergenerational family therapy, with____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	2.5. Systemic sex therapy, with____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	2.6. Others	No. of semester credits: _____	
<input type="checkbox"/>	2.7. Others	No. of semester credits: _____	

3. Human Development:

- Courses provide knowledge of individual personality development and its normal and abnormal manifestations. This material should be integrated with systems concepts. (*Test and measurement courses are not accepted.*)

Topic areas may be included below (please “√” in the box if appropriate):		Total 9-semester credits required	Course code, course name & other related information
<input type="checkbox"/>	3.1. Human development, with____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	3.2. Child/adolescent development, with____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	3.3. Psychopathology, with____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	3.4. Personality theory, with____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	3.5. Human sexuality, with____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	3.6. Others	No. of semester credits: _____	
<input type="checkbox"/>	3.7. Others	No. of semester credits: _____	

4. Professional Growth & Ethics			
- Courses are intended to contribute to the professional development of the therapist. <i>(Religious ethics courses and moral theology courses are not accepted.)</i>			
Topic areas may be included below (please “√” in the box if appropriate):		Total 3-semester credits required	Course code, course name & other related information
<input type="checkbox"/>	4.1. Profession ethics, with ____ teaching hours	No. of semester credits: _____	
<input type="checkbox"/>	4.2. Others	No. of semester credits: _____	
5 & 6 Compulsory domain in MFT Practicum & Supervision			
<input type="checkbox"/>	<p>5. Compulsory domain in MFT Practicum:</p> <p>The total number of face-to-face/ on-line direct client contact hours _____ :</p> <p>- Individual Couple/family: _____ hours</p> <p>- Group: _____ hours</p>	80 or more supervised client contact hours	
<input type="checkbox"/>	<p>6. Compulsory domain in MFT Practicum supervision</p> <p>The total number of supervision hours _____:</p> <p>- Individual: _____ hours</p> <p>- Group (supervisor to students ratio is no more than 1:6) _____ hours</p>	Supervision hours (individual or group) to client contact hours 1:5	

Guidelines for an Accredited Marriage and Family Therapy (MFT) Programme

Guideline 1: General Information

1.1 Each application form is for ONE single master programme for accreditation. The accredited master's degree in marriage and family therapy will be listed online. Other master degrees in MFT or equivalent will be assessed by Membership and Professional Standards Committee on a case by case basis.

1.2 In order to assist an individual's qualification for membership in HKMFTA, the accredited degree programme (or its equivalent) should maintain a clear "theory" and "practice" component. The total number of teaching hours in the academic program should aggregate to at least 320 hours.

Guideline 2: Theory requirement

For the accredited Marriage and Family Therapy Programme, the following domains should be adequately covered (i.e., substantially covered in named courses) in the "theory" component:

- 9 semester credits in Family Studies;
- 9 semester credits in Family Therapy;
- 9 semester credits in Human Development;
- 3 semester credits in Professional Growth & Ethics;

Guideline 3: Practice requirement

3.1 In the practicum component of an accredited Marriage and Family Therapy Programme, the number of supervised client contact hours should be at least 80. The maximum number of supervised client contact hours and supervision hours accredited to each programme should be subject to Membership and Professional Standards Committee election and regular review every 3 years.

3.2 In the practicum component of an Accredited Marriage and Family Therapy Programme, the ratio between supervision hours and client contact hours should be at least 1:5, which means for every 5 client contact hours, there should be at least 1 supervision hour.

3.3 Meanwhile, the supervisor to students ratio is no more than 1:6, which means for every supervision group, there is no more than 6 students.

Guideline 4: Application fee and processing time

The administration fee for each programme is \$5000. The processing time of each application is about 9 months upon receiving all the supporting documents. After approval, the accredited programmes will be valid for a period of 3 years.