

# International Institute of Clinical Sexology



## CATALOG

### Doctoral Program in Clinical Sexology

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# International Institute of Clinical Sexology

## Doctoral Program in Clinical Sexology

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## **Doctoral Program in Clinical Sexology**

### **Mission of the Institution**

International Institute of Clinical Sexology (IICS) is a private, for-profit, educational institute that offers a Ph.D. in Clinical Sexology to licensed and license-eligible professionals in the healthcare field who intend to practice Sex Therapy, Consulting or Coaching, or provide Sex Education as an adjunctive service to their clinical specialty.

The Clinical Sexology program is designed to provide a curriculum that will prepare clinicians to work with a wide array of sexual concerns in a variety of treatment settings.

### **Legal Control IICS**

International Institute of Clinical Sexology Inc. Owned by Carol L. Clark, Ph.D.

9620 NE 2<sup>nd</sup> Avenue, Suite 207  
Miami Shores, Fl. 33138

### **Licensure Status**

IICS is licensed under the Florida Department of Education by the Commission for Independent Education (CIE) and is authorized to grant a Doctor of Philosophy in Clinical Sexology degree.

IICS IS NOT ACCREDITED BY ANY ACCREDITING AGENCY(S) OR ASSOCIATION(S) RECOGNIZED BY THE UNITED STATES DEPARTMENT OF EDUCATION AS AN APPROVED ACCREDITING AGENCY. THEREFORE, IF YOU ENROLL IN THIS INSTITUTION, YOU WILL NOT BE ELIGIBLE FOR TITLE IV FEDERAL FINANCIAL ASSISTANCE OR STATE STUDENT FINANCIAL ASSISTANCE. IN ADDITION, CREDITS EARNED AT THIS INSTITUTION MAY NOT BE ACCEPTED FOR TRANSFER TO ANOTHER INSTITUTION AND MAY NOT BE RECOGNIZED BY EMPLOYERS, EXCEPT ON AN INDIVIDUAL BASIS AS DETERMINED BY THE INSTITUTION OR EMPLOYER.

Additional information regarding IICS may be obtained by contacting the Commission for Independent Education, Department of Education, 325 West Gaines Street, Suite 1414, Tallahassee, Florida 32399-0400, toll-free telephone number (888)224-6684.

## Faculty and Board Members



**Dr. Carol Clark, IICS Owner,  
President, Administrator  
and Program Director**

**Dr. Carol Clark** graduated from Trenton State College in 1990 with a Master's degree in Counseling. She moved to Miami and, after attaining her license, became a Certified Addictions Professional. She then attended the American Academy of Clinical Sexologists and the Institute for Advanced Study of Human Sexuality, thereby earning a doctoral degree and the right to the title of Sex Therapist.

Dr. Clark is a Diplomate of the American Board of Sexology and an AASECT Certified Sex Therapist, education provider, and supervisor. She was an adjunct professor for the Master's Program at Carlos Albizu University from 1999-2016. In 2009, she opened the Sex Therapy Training Institute. She is also the owner and director of the Addictions Therapy Training Institute (ATTI) and the President of the Therapist Certification Association and the International Transgender Certification Association. She launched IICS in 2016.

AASECT and the Sex Therapy Training Institute are not recognized by the Florida Board of Psychology or the State of Florida Sex Therapy Training Institute and Addictions Therapy Training Institute offer continuing education under Dr. Carol L. Clark for the Florida Boards of Clinical Social Work, Marriage and Family Therapy, and Mental Health Counseling; Psychology; Nursing; and AASECT. ATTI offers continuing education as approved by the Florida Certification Board. None of these Boards are under the purview or licensed by the Commission of Independent Education.



**IICS Advisory Board**

**Dr. Cristina Sabroso** was born in Vitoria Brazil. She earned her bachelor's degree in Clinical Psychology in Rio de Janeiro, where she specialized in 3 main areas - child psychotherapy, neurolinguistic programming, and hypnosis. She moved to the US and earned a Master's degree in Marriage and Family Therapy and a PhD in Clinical Sexology. Dr. Sabroso is an adjunct professor at Carlos Albizu University and teaches for the Sex Therapy Training Institute. She is a Board member and instructor for the Therapist Certification Association and the International Transgender Certification Association.



**IICS Advisory Board**

**Dr. Marilyn K. Volker**, Sexologist for the past thirty-two (32) years, is a Diplomat of the American Board of Sexology and an Associate Fellow of The American Academy of Clinical Sexologists. She sits on the faculty of four South Florida universities— University of Miami, Florida International University, St. Thomas University, Barry University—and is an Associate Professor at The Institute For Advanced Study of Human Sexuality, San Francisco, California, where she received her doctorate in 1991. Dr. Volker trains counselors to become sex therapists through the Sex Therapy Post-Graduate Institute, the Sex Therapy Training Institute, and The Joint Doctoral Program in Clinical Sexology for Sex Therapists. She has served as sexuality consultant for a variety of addiction treatment facilities state and nationwide and has written articles addressing sexuality issues in recovery. Dr. Volker teaches in the sexuality programs for two medical schools— University of Miami and Ross University - and is a doctoral committee member for Union Institute. She is a Board member and instructor for the Therapist Certification Association and the International Transgender Certification Association



**Dr. Maylin Batista** has been in practice for over 10 years. After earning her graduate degree from Carlos Albizu University in 2002, she went on to complete a Ph.D. in Clinical Sexology with the American Academy of Clinical Sexology. She has a practice in Miami Lakes where her focus is relationship issues, substance abuse and sex therapy. She is a Board member and instructor for the Therapist Certification Association and the International Transgender Certification Association. Dr. Batista is a certified trainer in Neuro-Linguistic Programming and Hypnotherapy. She completed the Addictions Therapy Training Institute program in 2013.

**IICS Dean of Students  
IICS Advisory Board**

### Instructors



**Dr. Patsy Evans**, a.k.a. Dr. Harmony, is a Licensed Mental Health Counselor and Doctor of Oriental Medicine. She brings her unique blend of skills and education specializing in Kink Culture and Sexuality, Relationship Counseling, Sex Positive Therapy, Traumatology and Holistic Psychotherapy. She works with people living alternative lifestyles in the LGBTQIADP, Polyamory, Swinging, BDSM, Kink and Fetish Communities and is a sex positive advocate. Patsy is also a Licensed Acupuncture Physician with a broad background in eastern medicine and herbal pharmacology. Additionally, she has earned the titles of Clinical Sexologist through the Sex Therapy Training Institute (STTI), as well as a Certified Transgender Care Therapist through the International Transgender Certification Association (ITCA) and completed her Ph.D. with the International Institute of Clinical Sexology (IICS) in 2017.

### Administrative staff



**Niki Koenig**  
**Admin Assistant**  
[IICSPHD@gmail.com](mailto:IICSPHD@gmail.com)

Niki has been instrumental in the creation of IICS and the approval process for IICS to be licensed by the CIE. She is invaluable in the administration of this institution and her unfailing patience and good humor are a source of support to students and faculty alike. Thank you Niki!

## **Purpose of the Institution**

“Sexology” is the study of sex or of the interaction of the sexes, especially among human beings. “Clinical” is relating to or based on work done with real patients. Therefore, the objective of this program is to educate and prepare healthcare providers with the knowledge and skills needed to incorporate Clinical Sexology into their practices. “Healthcare” encompasses the fields of psychotherapy, psychology, medicine, ministerial service, education, coaching, and other human service professions.

The program is comprised of three components: Clinical Sexology Education, a choice of one of three Specialty Concentrations, and a dissertation or doctoral project.

## **Admission Requirements**

The IICS application may be downloaded from the website, requested via email, or picked up from the IICS office. The student will submit the completed application with the following:

1. A non-refundable application processing fee of \$100 US currency (credit cards, money orders, treasurer or bank checks made payable to International Institute of Clinical Sexology). The application fee is waived for Sex Therapy Training Institute alumni.
2. Current driver’s license or passport
3. Resume or Curriculum Vitae
4. One of the following must be presented:
  - a. Professional license or certification. The professional license or certification must be in a healthcare service, medical, or mental health field from the relevant state or jurisdiction. A Master’s degree must be necessary to hold the license or certification.OR
  - b. Official transcript indicating proof of a Bachelor’s degree and transcripts or certificates confirming sixty (60) graduate level credits in a healthcare field.

All required application materials must be submitted to the Office of Admissions prior to the interview. All documents become the sole property of International Institute of Clinical Sexology (IICS) and cannot be forwarded to another institution or returned to the applicant.

All applications will be reviewed by the Admissions Committee. An unsuccessful applicant will be informed as to the reason s/he was denied admissions and may reapply after three (3) months.

## **Admissions Committee**

At this time Dr. Carol Clark is the sole member of the Admissions Committee



## **Transferability of Credits**

Units or credits applied toward the award of the IICS Ph.D. may be derived from the following:

Units or credits may be earned at and transferred from other postsecondary institutions, when congruent and applicable to the IICS program and when validated and confirmed by IICS. Such institutions include, but are not limited to: colleges and universities; institutions approved to offer post-graduate continuing education in sex therapy and sexology; or institutions approved to offer post-graduate continuing education in one of the IICS specialty areas. Coursework must be comparable to the IICS curriculum. All credits will be reviewed by the Admissions Committee and approved or rejected in part or in total.

The maximum amount of transferable credits accepted from other institutions may not exceed twenty-four (24) credits.

Units or credits obtained from a Therapist Certification Association (TCA) institution may not exceed forty-eight (48) credits. These institutions include the following: The Sex Therapy Training Institute, the Addictions Therapy Training Institute, the Kink Certification Training Institute, and the International Transgender Certification Association.

Transferability of IICS credit **to** another institution is at the discretion of the accepting institution, and it is the student's responsibility to confirm whether or not credits will be accepted by another institution of the student's choice. IICS has no written articulation agreements with other institutions.

## **Program Description**

Clinical Sexology is the interdisciplinary study of human sexuality, integrating research findings of human sexual behavior with the diagnosis and treatment of sexual concerns and dysfunctions. The Clinical Sexology program is dedicated to preparing licensed psychotherapists, psychologists, and other health care providers to provide clinical sexology as an addendum to their already licensed clinical practice. The program does not prepare unlicensed students to meet initial licensing requirements in any field.

This program is structured in three components: Clinical Sexology education, Specialty Concentration education, and Dissertation or Doctoral Project.

The **Clinical Sexology** education consists of forty-eight (48) credits and can be completed in twelve (12) months. Enrollment is prior to the beginning of each quarter.

## **Educational Programs and Curricula**

The classes comprised in this curricula encompass considerable variety in the field of sexology, including the diagnosis and treatment of sexual dysfunctions, sexual abuse, gender dysphoria, and sex offending. Students will also gain in-depth knowledge of developmental sexuality, legal and ethical issues related to sex therapy, socio-cultural factors in sexuality, medical factors affecting sexual functioning, and alternative lifestyles.

These classes are offered in a choice of two scheduling tracks. Track 1 classes are offered on Saturdays from 9:00am to 3:00pm EST. Taken this way, the 30 Sexology classes may be completed in about 10 months due to holidays and breaks. Track 2 classes are held on alternate months for five days – Thursday through Monday – from 9:00am to 3:00pm EST. This track will take one year to complete. Classes consist of didactic instruction incorporating powerpoint presentations, videos, guest speakers who are experts in a particular subject, and panels of people who have experienced the issue being taught; for instance, transgender people speak about their experiences and answer questions from the students.

In addition to live class time, students will read the required texts, read a selection of the recommended readings, view additional educational videos that are provided by IICS and accessible on Google Drive\*, and complete other homework assignments as assigned by the instructor.

The Clinical Sexology component includes Clinical Supervision in the form of Case Consultation, as all students are licensed or certified in their respective fields. Case Consultation is offered in group format on Saturdays from 3:00pm – 4:00pm EST following class. Case studies are also incorporated into the class time. Students are required to participate in 20 group sessions and present their own case in at least one. They must also schedule 10 hours of individual Supervision/Case Consultation with an approved Supervisor. They will present cases from their own case files and also from the bank of cases provided by IICS and accessible on Google Drive\*. This will teach the students how to treat a wide variety of cases from the field of sexology. Case consultation will require presentation of cases using the Case Supervision Form provided so students will learn how to professionally present a case and also be sure to cover all aspects of a case.

Upon completion of the Clinical Sexology component, students will take an oral exam. They will be given a set of cases from which to study and prepare, using the Case Supervision Form format, and will then be randomly assigned one of those cases to present for their exam at the time of the exam. Three (3) Board members will comprise the IICS Examination Committee. The student will answer questions relating to each content area and be graded by each committee member on ability to treat content-relevant cases. The committee will evaluate the student according to specified criteria. The grade will be based on the average of the three evaluations.

The **Specialty Concentration** education consists of twenty-four (24) credits and the completion time varies according to specialty, as they each have their own scheduling times. The Sex Addiction and Compulsivity classes meet one Friday per month. The Hypnotherapy and Sexuality classes meet for two five-day segments on alternate months. The Kink Aware Therapy classes meet on the two days prior to the Track 2 Clinical Sexology classes on alternate months. The Transgender Care Therapy classes meet for two three-day segments and one two-day segment and includes a Clinical Practicum that each student designs with the professor.

The Specialty Concentration may be taken concurrently with the Clinical Sexology education or during the second year of enrollment.

Each Specialty Concentration consists of didactic instruction utilizing a variety of teaching techniques as in the Clinical Sexology component. In some specialties, such as Hypnotherapy and Sexuality,

students will practice techniques in the classroom. Students will need to complete the required reading and are given a variety of homework assignments that are designed to give them the knowledge and experience to be experts in their fields. They are provided with the curriculum with descriptions of all requirements at the beginning of their program and the professors review these with the students and are available for further consultation if needed.

IICS will be adding additional specialty areas in 2017-18, including Sexuality and Disability and Sex Offender Treatment.

The students will have one additional year after completing their Clinical Sexology and Specialty Concentration in which to complete the **Dissertation or Doctoral Project**, which is worth twenty-four (24) credits.

Both the dissertation and the doctoral project require a significant literature review. The distinction between the two is that the dissertation will postulate a hypothesis, which the methodology and statistical analysis will support or not. A Doctoral Project will involve the design and implementation of an intervention, the need for which was suggested by the literature review.

Students will have the benefit of committee members who are experts in the particular field of interest. They will choose one or two committee members from the IICS faculty and have at least one committee member from their field of interest. The research will build on the Specialty Concentration the student studied or will have a sexology/sex therapy focus and will make an original contribution to the field of Sexology.

It is expected that as the students have completed Masters Degrees in a Health-related field, they will have taken graduate level courses in Research Methodology and Statistics and have completed research in their graduate programs.

As part of the Dissertation/Doctoral Project portion of the program, IICS offers classes in Research Methodology and in Statistics. For those students who want or require additional guidance in completing a Dissertation/Doctoral Project, consultants with expertise in Research Methodology and Statistics will be offering tutorials at an additional cost throughout the year. Those consultants will also be available to the students independently for additional tutoring or editing. The IICS faculty will also be available to the students for consultation and guidance at no charge.

Students will be provided with ideas for their Dissertation/Doctoral Project and faculty will help them fine-tune their ideas and give guidance with methodology. This is in addition to the input of their committee members.

A total of ninety-six (96) credits are required for completion of the entire program. Course descriptions are below.

\*IICS uses Google Drive to store all the program literature, class recordings, handouts, curricula, educational videos, powerpoints, instructional videos, supervision recordings, and individual student activity logs. These are all organized in folders and view-only access is given to students as to relevance to that student. For example, all students are given access to the IICS Student Room folder, which includes the Orientation document, catalogue, and more; but only students in the Sex Addiction

and Compulsivity specialty will have access to that folder. All students have access to the Group Supervision recordings, but the individual supervision recordings are available only to the student in that session. Students need to create gmail email addresses in order to access Google Drive.

### Program Breakdown

<b>PROGRAM BREAKDOWN BY COURSE</b>				
<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>	<b>Pre-requisite</b>	<b>Instructor</b>
	<b>CLINICAL SEXOLOGY EDUCATION</b>			
CLS 701	Sexual and Reproductive Anatomy and Physiology	3		Dr. Clark
CLS 702	Developmental sexuality	3		Dr. Volker
CLS 703	Gender-identity	3		Dr. Clark Dr. Volker
CLS 704	Socio-cultural factors in sexual values and behavior	3		Dr. Batista
CLS 705	Diagnosis of Sexual Dysfunctions and Disorders	3		Dr. Clark Dr. Evans
CLS 706	Medical factors related to sexuality and sexual functioning	3		Dr. Evans
CLS 707	Interaction between sexuality and dynamics of interpersonal and family relationships	3		Dr. Clark
CLS 708	Victims and Victimology	3		Dr. Clark Dr. Evans
CLS 709	Research on Sexual Dysfunctions, and Disorders	3		Dr. Evans
CLS 710	Sexual Offender Treatment	3		Dr. Clark
CLS 711	Legal Ethical and Forensic Issues in Sex Therapy	3		Dr. Clark
CLS 712	Treatment of Sexual Dysfunctions and Disorders	3		Dr. Clark Dr. Evans
CLS 713	Risk Assessment with Sex Offenders	3		Dr. Clark
CLS 714	Sexually Transmitted Infections	3		Dr. Sabroso
CLS 715	Sexual Abuse Treatment	3		Dr. Clark Dr. Volker
CLS 801	<b>Clinical Supervision</b>	3	CLS 701- CLS 715	Dr. Clark Dr. Sabroso
	<b>Total</b>	<b>48</b>		
RES 901	<b>Research Dissertation or Doctoral Project</b>	<b>24</b>		Committee Members Minimum one IICS Board Member

**SPECIALTY CONCENTRATIONS**

All students enrolled in the Clinical Sexuality Program are required to complete one concentration. A concentration consists of ten courses and is offered in four different areas: Sex Addiction – Compulsivity, Hypnotherapy and Sexuality, Transgender Care, and Kink Aware Therapy. The course content for each of the concentrations is as follows:

<b>Sex Addiction &amp; Compulsivity Specialization</b>				
SAC 701	Principles of Addiction and Treatment	3		Dr. Clark
SAC 702	Evaluation, Assessment & Co-occurring Disorders	3		Dr. Clark
SAC 703	Service Modalities & Models of Treatment	3		Dr. Clark
SAC 704	Family Systems & Co-Dependency	3		Dr. Clark
SAC 705 A	Treatment Planning and Relapse Prevention – Part A	1.5		Dr. Batista
SAC 705 B	Treatment Planning and Relapse Prevention- Part B	1.5		Dr. Clark
SAC 706 A	Medical, Mental Health, & Pharmacology Part A	1.5		Dr. Clark
SAC 706 B	Medical, Mental Health, & Pharmacology Part B	1.5		Dr. Batista
SAC 707	Ethical and Behavioral Standards	3		Dr. Clark
SAC 708	Cultural Diversity & Special Populations	3		Dr. Clark
	<b>Total</b>	<b>24</b>		

<b>Hypnotherapy and Sexuality</b>				
HYP 701	Principles of Hypnotherapy	3		Dr. Batista
HYP 702	Foundations of Hypnotherapy	3		Dr. Batista
HYP 703	Advanced Practice of Hypnotherapy 1	3		Dr. Batista
HYP 704	Advanced Practice of Hypnotherapy 2	3		Dr. Batista
HYP 705	Ethical Practice of Hypnotherapy	3		Dr. Batista
HYP 706	Sexual Dysfunction Treatment 1	3		Dr. Batista
HYP 707	Sexual Dysfunction Treatment 2	3		Dr. Batista
HYP 708	Clinical Application with Special Populations	3		Dr. Batista
	<b>Total</b>	<b>24</b>		

<b>Transgender Care Specialization</b>				
TGC 701	Foundations of Transgender Care	2		Dr. Clark Dr. Volker
TGC 702	Transition Challenges	2		Dr. Clark Dr. Batista
TGC 703	Evaluation, Assessment, and Differential Diagnoses	2		Dr. Clark Dr. Batista
TGC 704A	Medical Intervention: Hormones	1		Dr. Clark, Dr. Volker
TGC 704B	Medical Intervention: Surgeries	1		Dr. Clark, Dr. Volker

TGC 705A	Transition through the Lifespan 1: Child and Adolescent Care	1		Dr. Sabroso, Dr. Volker
TGC 705B	Transition through the Lifespan 2: Senior Care	1		Dr. Batista
TGC 706	Treatment Planning and Therapeutic Issues	2		Dr. Clark, Dr. Batista
TGC 707	Legal & Ethical Issues	2		Dr. Clark, Dr. Batista
TGC 708	Counseling Families and Partners	2		Dr. Volker, Dr. Batista
TGC 801	<b>Clinical Practicum &amp; Supervision</b>	8	TGC 701-708	All
	<b>Total</b>	<b>24</b>		

<b>Kink Aware Therapy Specialization</b>				
KAT 701	Fundamentals of Kink	3		Patsy Evans
KAT 702	Kink Communities and Culture	3		Patsy Evans
KAT 703A	Ethical Non-Monogamy I: Fundamentals and the Science of Open Relationships	1.5		Patsy Evans
KAT 703B	Ethical Non-Monogamy II: Working with Open Relationships	1.5		Patsy Evans
KAT 704A	Power Exchange Relationships I: Fundamentals and the Science of Kink	1.5		Patsy Evans
KAT 704B	Power Exchange Relationships II: Working with D/s Relationships	1.5		Patsy Evans
KAT 705	BDSM Play: The Scene, Equipment and Community Etiquette	3		Patsy Evans
KAT 706	Kinky Laws, Rules and Ethics	3		Patsy Evans
KAT 707	Negotiation, Boundaries and Contracts	3		Patsy Evans
KAT 708	Special Topics in alternative sexual expression and relationships	3		Patsy Evans
	<b>Total</b>	<b>24</b>		

	<b>TOTAL PROGRAM (Clinical Sexology + Specialty Concentration + Research Dissertation or Doctoral Project):</b>	<b>96</b>		
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**Faculty**

Carol L. Clark, Ph.D. - Institute for Advanced Study of Human Sexuality  
Marilyn K. Volker, Ed.D. - Institute for Advanced Study of Human Sexuality  
Cristina Sabroso, Ph.D. - American Academy of Clinical Sexology  
Maylin Batista, Ph.D. - American Academy of Clinical Sexology  
Patsy Evans, D.O.M., East West College of Natural Medicine

## **COURSE DESCRIPTIONS**

### **CLINICAL SEXOLOGY EDUCATION**

#### **CLS 701 - Sexual and Reproductive Anatomy and Physiology**

**3 Credits**

Course content will include 1) exploration of cultural beliefs and messages about sex and the human body; 2) developing an understanding of how these impact optimal sexual functioning; 3) describing male and female reproductive processes (menstrual cycle, menopause, sperm production and ejaculation); 4) describing internal male organs and prostate problems; describing the role of hormones in male and female sexual behavior; 5) applying Masters and Johnson four-phase sexual response cycle and Kaplan's three-phase cycle of sexual response in a clinical setting.

#### **CLS 702 - Developmental Sexuality**

**3 Credits**

Course content will include 1) describing the process of psychosexual development and how individual patterns of sexual orientation and behavior develop through the interaction of biological, social, cultural, and psychological factors; 2) developing a practical understanding of sexuality in infancy, childhood, and adolescence, adult sexuality and relationships; 3) teaching students to provide sex education to children, adolescents, and adults according to their developmental status.

#### **CLS 703 - Gender Identity**

**3 Credits**

This course will focus on 1) the gender identity spectrum; 2) the therapist's role in treating gender variant clients; 3) therapeutic needs of transitioning people throughout the lifespan; and 4) assisting family members and partners of transitioning people.

#### **CLS 704 - Socio-Cultural Factors in Sexual Values and Behavior**

**3 Credits**

This course explores sexuality from historical, religious, and cultural perspectives. It will focus on 1) Various cultural sexual practices, such as genital mutilation, polygamy, and castration; 2) The primary influences on sexuality in the Western World, originating from the Torah and the Bible; 3) Sexual diversity as it exists in various subcultures within the United States; and 4) how the media and the internet influence sexual attitudes and behavior.

#### **CLS 705 - Diagnosis of Sexual Dysfunctions and Disorders**

**3 Credits**

This course will define atypical sexual behavior in the context of culture, history, and the law. It will cover DSM diagnoses for sexual dysfunctions and paraphilias, differential diagnoses for sexual dysfunctions and how to distinguish as well as understand the causes. Students will learn how to define and diagnose sexual addiction, complete a diagnostic interview and be able to screen for medical causes of dysfunction.

#### **CLS 706 - Medical Factors Related to Sexuality and Sexual Functioning**

**3 Credits**

This course will define the DSM sexual disorders with medical origins and focus on symptoms, factors increasing susceptibility, and prevention. Students will learn how major disabilities may affect sexual function and expression; coping and enhancement strategies for people with disabilities; how surgical procedures may affect a woman sexually, physically, and emotionally; hormone replacement therapy; the incidence of, symptoms of, and treatment alternatives for penile cancer, testicular cancer, prostatitis, benign prostate hyperplasia, and prostate cancer.

### **CLS 707 - Interaction between Sexuality & Dynamics of Interpersonal & Family Relationships 3**

#### **Credits**

This course will focus on 1) the various theories about love, attraction and attachment, i.e.: Sternberg, Lee, Gottman, et.al. and the brain chemistry of attraction; 2) how cultural and social influences determine and impact relationships and family structures; 3) strategies for communication and negotiation in relationships and how to implement therapeutic interventions with couples and families; 4) how sexual orientation, transgenderism, sex addiction, and alternative lifestyles impact family relationships; and 5) how sex becomes the presenting problem in relationships while hiding underlying issues, including lack of intimacy and/or control.

### **CLS 708 - Victims and Victimology**

**3 Credits**

This course will define the terms related to victims and victimology. Students will learn to recognize types of victims and issues specific to type. Content will include bias toward victims, victim-blaming, and issues between victims and the criminal justice system; it will also cover the process of restorative justice. Students will learn to utilize a variety of interventions appropriate to victim type.

### **CLS 709 - Research on Sexual Dysfunctions and Disorders**

**3 Credits**

This course will cover the advantages and disadvantages of the following research methods: case study, survey, direct observation, and experimentation. Students will become familiar with the major sex researchers and their contributions to the field, including Henry Havelock Ellis, Richard von Krafft-Ebing, Sigmund Freud, Theodore Hendrik van de Velde, Alfred Kinsey, Leah Schaefer, Masters and Johnson, Helen Singer Kaplan, National Health and Social Life Survey. Students will review recent research relating to sexual functioning and become familiar with the major research journals.

### **CLS 710 - Sexual Offender Treatment**

**3 Credits**

This course will focus on 1) defining the types of sex offenders as per the DSM 5; 2) defining the legal definitions related to sex offending; 3) recognizing the differing dynamics and underlying motives related to stranger rape, acquaintance rape, child molestation, incest, sexual harassment, sex addiction and paraphilias; 4) best treatment practice according to the type of offense, including cognitive-behavioral, trauma intervention, medical, and group therapy; 5) assessment and treatment of the family of a sex offender; and 6) developing and implementing a treatment plan for sex offenders under supervision.

### **CLS 711 - Legal, Ethical and Forensic Issues in Sex Therapy**

**3 Credits**

This course will review the Codes of Ethics of several organizations, including ATSA and AASECT. It will cover the basics of Ethical Decision Making and ethical questions related to specific areas, such as conversion therapy. Students will learn how therapists and psychologists come to violate the laws regarding sexual relationships with patients and be able to clearly differentiate between the therapist-patient relationship and the forensic arena and understand the boundaries of each. The course will also focus on forensic assessment and testifying in court.



**CLS 712 - Treatment of Sexual Dysfunctions and Disorders****3 Credits**

This course will review the differing diagnoses and the underlying characteristics that will determine treatment. It will cover different treatment interventions based on nature of the disorder and dysfunction and students will learn to be able to effectively implement behavioral, cognitive, and trauma interventions according to individual cases. It will discuss how to incorporate risk reduction into any therapeutic intervention.

**CLS 713 - Risk Assessment with Sexual Offenders****3 Credits**

This course will focus on 1) differentiating between types of sexual offenses and assessing the risk in each category; 2) research on risk assessment and recidivism; 3) actuarial and static risk assessment tools and how to use them in a clinical setting; 4) the impact and effectiveness of supervised release and community control on offender's risk of recidivism; and 5) how to assess effectiveness of psychological, behavioral, and chemical treatment of sex offenders.

**CLS 714 - Sexually Transmitted Infections****3 Credits**

This course will cover the statistics for age and population groups regarding prevalence of the various STIs. It will describe cause, incidence and transmission, symptoms and complications, and treatment for viral and bacterial STIs, as well as vaginal infections and ectoparasitic infections, including pubic lice and scabies. It will cover the basics of HIV: what it is, how it is transmitted, how transmission is prevented and which populations are more susceptible to transmission and why.

**CLS 715 - Sexual Abuse Treatment****3 Credits**

This course will focus on 1) types of sexual abuse as categorized by behavior, victim, and offender; 2) first response strategies when someone has been abused; 3) how to assess level of trauma and identify mediators of trauma; 4) diagnosis of PTSD symptoms; 5) the principles of recovery: Empowerment, Establishing Safety, Remembrance and Mourning, and Reconnection (from Judith Herman, M.D.); 6). Utilization of a variety of trauma interventions and treatments, including EMDR, Rapid Reduction Technique, and Critical Incident Stress Debriefing as applied to sex abuse.

**CLS 801 - Clinical Supervision****3 Credits**

Practicum, as defined by the Merriam-Webster dictionary, is a course of study for teachers, doctors, nurses, etc., that involves actually working in the area of study and using the knowledge and skills that have been learned in a school.

Students will present cases from their clinical practices and also review case studies provided by the supervising instructor. They will apply the major models of sex therapy for clinical social work, marriage and family therapy or mental health counseling. Students will gain and apply skills to develop a personal model of clinical work and practice preferred styles of therapy. They will discuss the co-evolving dynamics of therapist-client relationships, explore distinctive issues that arise in sex therapy and counseling, and address the contextual variables in practice such as culture, gender, ethnicity, power and economics. Students will become familiar with and demonstrate the ethical, legal and regulatory issues of clinical sexology practice. They will discuss the role of evaluation and assess evaluation tools during supervision. The variety of cases will prepare students for the oral examination.

Clients will be engaged through the student's private or agency practice, internet marketing, support groups, and word of mouth. All clients will give Informed Consent to being treated by a student under supervision. As a prerequisite for practicum, students will be licensed or license-eligible to provide counseling to clients independently.

The supervision will be in the form of case consultation sessions where students will present written case logs, excluding identifying information that will be discussed with the supervisor and other participating students. The supervision consists of case discussion and review, reading appropriate materials, and the implementation of treatment interventions by the supervisor. The student will see clients in his/her professional office. Supervision will occur either in the student's office or in the supervisor's office.

It will be the student's responsibility to maintain a case log during the course of supervision. The log will contain the date, type of case, client's age, gender, marital/relationship status, DSM-5 codes and the modality of therapy used. The supervisor will keep a similar log.

Students will engage in a minimum of 10 hours of individual and 20 hours of group supervision. The face-to-face work experience will be 50 hours.

## **SEX ADDICTION & COMPULSIVITY SPECIALIZATION**

### **SAC 701 - Principles of Addiction and Treatment**

**3 Credits**

Course content will include 1) criteria and methods for evaluating models and theories; 2) terms and concepts related to theory, etiology, research, and practice; 3) exploration of the scientific and theoretical bases of treatment from medicine, psychology, sociology, religious studies, and other disciplines perspectives; 4) the continuum of addiction, including initiation, intoxication, harmful use, abuse, dependence, withdrawal, craving, relapse, and recovery; 5) the behavioral, psychological, social, and health effects of psychoactive substances and the interaction with process addictions; 6) differentiation of sex addiction from paraphilic and sex offending disorders.

### **SAC 702 - Evaluation, Assessment & Co-occurring Disorders**

**3 Credits**

Course content will include 1) utilization of established diagnostic criteria, including but not limited to, current *Diagnostic and Statistical Manual of Mental Disorders (DSM)* standards and current *International Classification of Diseases (ICD)* standards; 2) analysis of how symptoms of addictive disorders are similar to those of other medical and/or mental health conditions and how these disorders interact, in addition to the medical and mental health conditions that most commonly exist with addiction disorders; 3) utilization of a variety of assessment instruments; 4) making appropriate treatment recommendations.

### **SAC 703 - Service Modalities and Models of Treatment**

**3 Credits**

Course content will include 1) the generally accepted models, such as but not limited to: pharmacotherapy, mutual help and self-help, behavioral self-control training, mental health, self-regulating community, psychotherapeutic, trauma reparation, and relapse prevention; 2) discussion of the philosophy, practices, policies and outcomes of the most generally accepted therapeutic models; 3) how to utilize motivational enhancement therapy appropriate to the various stages of dependence, change, and recovery.

**SAC 704 - Family Systems & Co-dependency****3 Credits**

Course content will include 1) the effects of addiction on significant others and communities within a social, political, cultural, and economic context; 2) discussions on the role of family, social networks, and community systems as assets or obstacles in treatment and recovery processes; 3) the applicable methods for incorporating family and social dynamics in treatment and recovery processes; 4) assessment of the individual treatment needs of partners and children and implementation of appropriate interventions.

**SAC 705A – Treatment Planning and Relapse Prevention - Part A****1.5****Credits**

Course content will include 1) review of Florida Statute 397 related to addiction treatment programs 2) identification of treatment problems, goals and measurable objectives;

**SAC 705B – Treatment Planning and Relapse Prevention – Part B****1.5 Credits**

3) effective development of the treatment plan in coordination with the client; 4) identification of individual relapse triggers and appropriate interventions; 5) development of aftercare recommendations.

**SAC 706 A - Medical, Mental Health, and Pharmacology Part A****1.5 Credits**

Course content will include 1) fundamental concepts of pharmacological properties and effects of all psychoactive substances; 2) medical conditions that contribute or otherwise impact addictive behavior;

**SAC 706 B - Medical, Mental Health, and Pharmacology Part B****1.5 Credits**

3) mental health conditions that require pharmacological intervention and the effect on addictive behavior; 4) review of the current literature regarding medical and pharmacological interventions to treat addiction; 5) evaluation of the assets and liabilities of medical and pharmacological interventions.

**SAC 707 - Ethical and Behavioral Standards****3 Credits**

Course content will include 1) review of FCB, ATSA and SAST Codes of Ethics; 2) implementation of the Ethical Decision-Making Model from APA; 3) review of Americans with Disabilities Act legislation and application to addictions treatment; 4) discussion of confidentiality and limits thereof; 5) the range of appropriate responses to crisis situations

**SAC 708 - Cultural Diversity and Special Populations****3 Credits**

Course content will include 1) basic concepts of social, political, economic, and cultural systems and their impact on sexual and addictive behavior; 2) various cultural norms, values, beliefs, and behaviors including cultural differences in verbal and nonverbal communication; 3) analysis of research reports and literature identifying risk and resiliency factors for sex addiction, as well as statistical information regarding the incidence and prevalence of sex addiction in the general population and major demographic groups; 4) the unique influence the client's culture, lifestyle, gender, and other relevant factors that influence behavior; 5) impact of addiction on seniors, women, and GLBT individuals and families.

## **HYPNOTHERAPY AND SEXUALITY**

### **HYP 701 Principles to Hypnotherapy**

**3 Credits**

Course content will include 1) All preliminary material before actually hypnotizing clients including suggestibility tests, history and theories; 2) Recognition and classification of subjects including common fallacies we encounter, occupational susceptibility, age and susceptibility of highly impressionable and emotional people, qualifications of clients; 3) How to create rapport with clients; 4) difference between the conscious and sub-conscious mind; 5) Cautions of hypnosis including avoiding possible physical injury, sudden shocks, working through an abreaction; 6) students will observe and critique classmates practicing suggestibility tests.

### **HYP 702 Foundations of Hypnotherapy**

**3 Credits**

Course content will include 1) How to administer a pre-talk; 2) How to hypnotize including the depth stages of hypnosis and emerging procedures; 3) students will learn the 3 step induction procedure, Dr. Flower's Hypnotic Induction Technique, and self-hypnosis; 4) students will learn how to incorporate the Swish Pattern to aid clients in behavior modification; 5) students are introduced to the 6 depth stages of hypnosis and criteria for judging trance depth; 6) students will practice and demonstrate the fundamentals of hypnosis.

### **HYP 703 Advanced Practice of Hypnotherapy 1**

**3 Credits**

Course content will include 1) Understanding the importance of hypnotic suggestion; 2) learn about the 6 elements that make up a chain of suggestions; 3) learn the difference between suggestions, post hypnotic suggestions and anchors; 4) learn the difference between reinforcement and enforcement in suggestion development; 5) differentiating between negative and positive hallucinations and the hyperamnesia phenomena and sensory anesthesia; 6) practice positive action script writing.

### **HYP 704 Advanced Practice of Hypnotherapy 2**

**3 Credits**

Course content will include 1) Practice hypnosis with a classmate using the classmate's positive action script for behavioral change; 2) practice methods to bypass the conscious mind; 3) practice techniques of creating a biochemical response with thought; 3) students will learn to conduct both a weight management and smoking cessation group; 4) pain anesthesia and management; 5) students will practice and demonstrate proficiency in all areas covered to date.

### **HYP 705 Ethical Practice of Hypnotherapy**

**3 Credits**

Course content will include 1) The Code of Ethics and Standards of Practice as set forth by The National Board of Professional and Ethical Standards Hypnosis Education and Certification; 2) The client Bill of Rights; 3) A Guide to Language differentiating the terminology a licensed professional may use as opposed to a non-licensed hypnotist; 4) staying within your realm of expertise; 5) understanding the difference in nomenclature between a hypnotherapist and a hypnotist.

### **HYP 706 Sexual Dysfunction Treatment 1**

**3 Credits**

Course content will include 1) understanding when and how to use hypnosis in the treatment of male sexual dysfunction; 2) writing scripts to address issues of male sexual dysfunction; 3) understanding and overcoming a client's possible discomfort in the pre-talk when the hypnosis addresses sexual issues; 4) using hypnosis to assist the client in overcoming issues with bodily functions such as an inability to urinate in front of other males, feelings of inferiority or body dysmorphia or other debilitating perceptions.

**HYP 707 Sexual Dysfunction Treatment 2****3 Credits**

Course content will include 1) understanding when and how to use hypnosis in the treatment of female sexual dysfunction; 2) writing scripts to address issues of female sexual dysfunction; 3) understanding and overcoming a client's possible discomfort in the pre-talk when the hypnosis addresses sexual issues; 4) using hypnosis to assist the client in overcoming issues with bodily functions such as feelings of guilt or shame, inferiority or body dysmorphia or other debilitating perceptions.

**HYP 708 Clinical Applications for Special Populations****3 Credits**

Course content will include 1) students will demonstrate the pre-talk techniques, 2) students will conduct an intake evaluation; 3) students will demonstrate an induction into hypnosis and will administer suggestions, post hypnotic suggestions and anchors; 4) during the course of the 75 hours of classroom study, students will engage in 25 hours of practice at home in all aspects of hypnosis; 5) students will take a quiz at the end of each weekend class; 6) students will complete a research paper on applying hypnotherapy to a specific sexual dysfunction.

**TRANSGENDER CARE****TGC 701- -Foundations of Transgender Care****2 Credits**

Course content will include 1) defining the roles of specialists and mental health professionals as they coordinate transgender care with therapists and professionals and work directly with the transgender population; 2) defining the role of the mental health professional in working with the transgender population; 3) defining the major categories and subcategories of identity related to sex and gender; 4) describing the stages of transition; 5) describing the decisions trans people need to make; 6) describing the challenges trans people face in various life areas; 7) apply Motivational Therapy to the transgender evaluation process. Transgender individuals will present to the class their personal experiences and be available for questions.

**TGC 702- -Transition Challenges****2 Credits**

Course content will include 1) in-depth exploration of the challenges transitioning people face personally, professionally, medically, legally, and with relationships; 2) the therapist's role in helping individuals and families with transition; 3) facilitation between the transgender person and the various systems with which they interact.

**TGC 703- -Evaluation, Assessment, and Differential Diagnoses****2 Credits**

Course content will include 1) thorough review of the WPATH Standards of Care and how to implement the guidelines with transitioning clients; 2) evaluation and assessment protocols, including clinical interview, questionnaires, and testing instruments; 3) assessment of co-occurring disorders and how these impact transition; 4) assessment of body dysmorphic disorders and paraphilic disorders, with treatment recommendations; 5) exploration of personal biases and counter-transference.

**TGC 704A- -Medical Interventions 1****1 Credit**

Course content will include hormone therapy protocols, hormone effects and side effects, and informed consent.

- TGC 704B- -Medical Interventions 2** **1 Credit**  
Course content will include various surgical interventions for genital reconstruction, chest/breast reconstruction, and other changes to secondary sex characteristics; contraindications for medical interventions.
- TGC 705A- -Transition through the Lifespan 1: Child and Adolescent Care** **1 Credit**  
Course content will include 1) exploration of gender non-conforming behavior among children and adolescents; 2) assessment and evaluation of pre-pubertal children; 3) counseling the family of a gender non-conforming child; 4) appropriate hormonal and surgical interventions for children and adolescents and contraindications; 5) facilitation between the child, family, and various school and other institutions.
- TGC 705B- -Transition through the Lifespan 2: Senior Care** **1 Credit**  
Course content will include 1) exploration of those issues specific to older transgender people; 2) hormonal and surgical interventions appropriate for a senior person; 3) implementation of family therapy.
- TGC 706- -Treatment Planning and Therapeutic Issues** **2 Credits**  
Course content will include 1) implementation of a treatment plan based on the assessment and evaluation; 2) writing letters of recommendation for hormone therapy and surgery; 3) writing support letters; 4) exploration of post-hormone and post-surgical issues; 4) treatment of transgender individuals who are experiencing regret and remorse for their transition.
- TGC 707- -Legal and Ethical Issues** **2 Credits**  
Course content will include 1) thorough exploration of the WPATH Code of Ethics; 2) exploration of the legal problems arising from differing laws in various jurisdictions; 3) legal protections or lack thereof currently existing for trans people in the healthcare, correctional, employment, and military systems; and 4) ethical dilemmas regarding minors transitioning.
- TGC 708- -Counseling the Families and Partners of Trans People** **2 Credits**  
Course content will include 1) identification of the issues various family members and partners face as a loved one transitions; 2) designing a treatment plan for addressing these issues; 3) various options for family/partners to maintain or develop a relationship with the trans person; 4) helping family/partners re-evaluate and explore their own identities individually and in relationship.
- TGC 801 – Clinical Practicum & Supervision** **8 Credits**  
Practicum, as defined by the Merriam-Webster dictionary, is a course of study for teachers, doctors, nurses, etc., that involves actually working in the area of study and using the knowledge and skills that have been learned in a school.

Students will work with transgender clients by developing and providing educational classes, support groups, group therapy, or other intervention to assist the transgender community. They will complete documentation on assessment, treatment planning, treatment coordination, and other presenting

clinical issues while under the supervision of a supervising instructor. Clients will be engaged through internet marketing, current support group, and word of mouth. All clients will give Informed Consent to being treated by a student under supervision. As a prerequisite for practicum, students will be licensed or license-eligible to provide counseling to clients in individual settings.

The supervision will be in the form of case consultation sessions where students will present written case logs, excluding identifying information that will be discussed with the supervisor and other participating students. The supervision consists of case discussion and review, reading appropriate materials, and the implementation of treatment interventions by the supervisor. The student will see clients in his/her/hir professional office. Supervision will occur either in the student's office or in the supervisor's office or via secure internet connection.

It will be the student's responsibility to maintain a case log during the course of supervision. The log will contain the date, type of case, client's age, gender, marital/relationship status, DSM-5 codes and the modality of intervention used. The supervisor will keep a similar log.

Students will engage in a minimum of 10 hours of individual and 20 hours of group supervision. The face-to-face work experience will be 50 hours.

## **KINK AWARE THERAPY**

### **KAT 701 Fundamentals of Kink**

**3 Credits**

This course is designed to give medical professionals an introduction of the various types of alternative relationship and sexual cultures that they will encounter in their medical or therapeutic practice. It will also present the current position of sexual medicine and research in the United States. Students will be able to answer the following questions: Why as a medical provider do I need to learn about kinky people? So what is kink? Who are kinky people? Why are people kinky? Is kink healthy? What is a Fetish? What is Fetishism? What is a Paraphilia? What is pathology vs. healthy exploration? What are the clinical concerns for those who participate in Fetishistic or Paraphilic exploration?

### **KAT 702 Kink Communities and Culture**

**3 Credits**

This course is an ethnographic examination of kink culture and the various sub cultures of the kink communities. Students will learn about the following communities: GLBTIA and Queer Communities, Ethical Non-Monogamy Communities, Polyamory, Swinging, Relationship Anarchy, BDSM and Power Exchange Communities, Leather, Age Play, Furies; Spankos, Social Nudists, Cosplay, Pinup, Burlesque, Body Modification and Fetishistic Cross Dressing.

### **KAT 703A Ethical Non-Monogamy I: Fundamentals and the Science of Open Relationships** **1.5 Credits**

This course is a foundation class for understanding and navigation of various non- monogamous relationships.

Students will learn the following: What is Non-Monogamy and Ethical Non-Monogamy? Why Open Relationships? What is Swinging? Swinging Relationship Constellations Dynamics What is Polyamory? Polyamory Relationship Constellations and Family Dynamics What is Relationship Anarchy?

**KAT 703B Ethical Non-Monogamy II: Working with Open Relationships** **1.5 Credits**

This course will focus on how to work with non-monogamous clients. Ethics, pathology, interventions and case studies will be included. Students will learn: Utilizing the Gottman Method in Ethical Non-Monogamy, Common Therapy Topics and Challenges Seen with Swinging Couples, Medical Standards of Care for Open Relationships.

**KAT 704A Power Exchange Relationships I: Fundamentals and the Science of Kink** **1.5 Credits**

This course is an introduction power exchange relationships. What is a Power Exchange Relationship? BDSM? Why do people choose Power Exchange Relationships? Safety in the BDSM Community, Power Exchange Relationship Dynamics.

**KAT 704B Power Exchange Relationships II: Working with D/s Relationships** **1.5 Credits**

This course will focus on how to work with clients participating in D/s relationships. Ethics, pathology, Interventions and case studies will be included. Students will learn the following: Clinical Consideration When Working with BDSM Clients, Power Exchange Relationship Dynamics, What are the common therapy issues seen with D/s clients? Ethics, Boundaries, Consent and the Power Exchange Relationship.

**KAT 705 BDSM Play, The Scene, Equipment and Community Etiquette** **3 Credits**

This course is an introduction to BDSM scenes, equipment and etiquette. Students will learn about: What is a Scene? Why do people scene? Play Spaces, BDSM Furniture and Equipment Sex Toys, Safety Protocols.

**KAT 706 Kinky Laws, Rules and Ethics** **3 Credits**

This course is an examination of professional ethics and laws as they relate to working with kinky clients. Students will learn the about following: Common Legal Challenges for Kinky People, Contract and Play Negotiation, Ethics, Confidentiality, and Therapeutic Boundaries.

**KAT 707 Negotiation, Boundaries and Contracts** **3 Credits**

This course is an introduction and examination of negotiation techniques; boundaries and relationships/ play contracts as they related to clients who participate in kink related activities. Students will learn the following: What is the purpose of a D/s contract? Consent, Boundaries and Limits, Basic negotiation challenges and interventions Repair vs. Punishments, Important topics to include in contracts.

**KAT 708 Special Topics in alternative sexual expression and relationships** **3 Credits**

This course will discuss specialized topic related to the kink community. Topics include but are not limited to coming out, sub cultures and challenges with working with kinky clients. Students will learn about: Special Populations in Kink, Trends in Politics and Policy Affecting the Kinky Communities, Research, Coming Out.



## Course Prefix and Numbering Descriptions

<u>Prefix</u>	<u>First Digit</u>	<u>Second &amp; Third Digit</u>	<u>Fourth Digit</u>
<b>CLS</b> - Clinical Sexology <b>SAC</b> - Sex Addiction – Compulsivity <b>TGC</b> - Transgender Care <b>HYP</b> - Hypnotherapy and Sexuality <b>KAT</b> – Kink Aware Therapy <b>RES</b> – Research Dissertation/Doctoral Project	<b>7</b> - represents Post Graduate Program <b>8</b> - represents Practicum <b>9</b> - represents Research	Represents the order of classes or course number	Represents the order of one particular course <b>A</b> -Part 1 <b>B</b> -Part 2

## Course Calendar

<b>CLINICAL SEXOLOGY EDUCATION – Track 1</b>			
Students will attend this track on Saturdays. Classes are every Saturday except for Holidays and Quarter Breaks as per on the Academic Calendar. All classes are held from 9am -3pm, followed by one hour (3pm -4pm) of Group Supervision/Case Consultation.			
		<b>Part 1 Dates</b>	<b>Part 2 Dates</b>
CLS 714	Sexually Transmitted Infections I&II	1-21-17	1-28-17
CLS 715	Sexual Abuse Treatment I&II	2-4-17	2-11-17
CLS 701	Sexual and Reproductive Anatomy and Physiology I&II	2-25-17	3-4-17
CLS 702	Developmental Sexuality I&II	3-11-17	3-18-17
CLS 703	Gender Identity I&II	3-25-17	4-1-17
CLS 704	Socio-cultural factors in sexual values and behavior I&II	4-8-17	5-6-17
CLS 705	Diagnosis of Sexual Dysfunctions and Disorders I&II	5-13-17	5-20-17
CLS 706	Medical factors related to sexuality and sexual functioning I&II	6-3-17	6-10-17
CLS 707	Interaction between sexuality and dynamics of interpersonal and family relationships I&II	6-17-17	6-24-17
CLS 708	Victims and Victimology I&II	7-8-17	7-15-17
CLS 709	Research on Sexual Dysfunctions, and Disorders I&II	7-22-17	7-29-17
CLS 710	Sexual Offender Treatment I&II	8-5-17	8-12-17
CLS 711	Legal Ethical and Forensic Issues in Sex Therapy I&II	9-9-17	9-16-17
CLS 712	Treatment of Sexual Dysfunctions and Disorders I&II	9-23-17	9-30-17

CLS 713	Risk Assessment with Sex Offenders I&II	10-14-17	10-21-17
CLS 714	Sexually Transmitted Infections I&II	10-28-17	11-4-17
CLS 715	Sexual Abuse Treatment I&II	11-18-17	12-2-17
CLS 701	Sexual and Reproductive Anatomy and Physiology I&II	12-9-17	12-16-17

CLS 801	<b>Clinical Supervision</b> Group supervision	3pm-4pm, After class
	Individual supervision	Scheduled with Student

<b>CLINICAL SEXOLOGY EDUCATION – Track 3</b> Students will attend this track in five (5)-day increments for a total of six (6) weeks. Each 5-day increment will be spaced two (2) months apart.	<b>Times</b> 9am-3pm (unless otherwise indicated)	<b>Date</b>
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**February 2017**

CLS 703	Gender Identity I	9:00-5:00	2-23-17
CLS 703	Gender Identity II	9:00-5:00	2-24-17

CLS 701	Sexual and Reproductive Anatomy and Physiology I	2-25-17
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CLS 702	Developmental sexuality I	2-26-17
CLS 702	Developmental sexuality II	2-27-17

**April 2017**

CLS 705	Diagnosis of Sexual Dysfunctions and Disorders I	4-6-17
CLS 705	Diagnosis of Sexual Dysfunctions and Disorders II	4-7-17

CLS 704	Socio-cultural factors in sexual values and behavior I	4-8-17
CLS 704	Socio-cultural factors in sexual values and behavior II	4-9-17

CLS 708	Victims and Victimology I	4-10-17
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**June 2017**

CLS 708	Victims and Victimology II	6-22-17
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CLS 707	Interaction between sexuality and dynamics of interpersonal and family relationships I	6-23-17
CLS 707	Interaction between sexuality and dynamics of interpersonal and family relationships I	6-24-17

CLS 706	Medical factors related to sexuality and sexual functioning I	6-25-17
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CLS 706	Medical factors related to sexuality and sexual functioning II	6-26-17
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### August 2017

CLS 709	Research on Sexual Dysfunctions, and Disorders I	8-10-17
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CLS 710	Sexual Offender Treatment I	8-11-17
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CLS 710	Sexual Offender Treatment II	8-12-17
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CLS 711	Legal Ethical and Forensic Issues in Sex Therapy I	8-13-17
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CLS 711	Legal Ethical and Forensic Issues in Sex Therapy II	8-14-17
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### October 2017

CLS 709	Research on Sexual Dysfunctions, and Disorders II	10-19-17
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CLS 713	Risk Assessment with Sex Offenders I	10-20-17
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CLS 713	Risk Assessment with Sex Offenders II	10-21-17
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CLS 714	Sexually Transmitted Infections I	10-22-17
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CLS 714	Sexually Transmitted Infections II	10-23-17
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### December 2017

CLS 712	Treatment of Sexual Dysfunctions and Disorders I	12-14-17
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CLS 712	Treatment of Sexual Dysfunctions and Disorders II	12-15-17
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CLS 701	Sexual and Reproductive Anatomy and Physiology II	12-16-17
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CLS 715	Sexual Abuse Treatment I	12-17-17
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CLS 715	Sexual Abuse Treatment II	12-18-17
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CLS 801	<b>Clinical Supervision</b> Group supervision Individual supervision	After class Scheduled with Student
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## SPECIALTY CONCENTRATIONS

### 2017

<b>Sex Addiction &amp; Compulsivity Specialization</b>		<b>Time</b>	<b>Date</b>
SAC 701	Principles of Addiction and Treatment	9am-5pm	2-10-17
SAC 702-	Evaluation, Assessment & Co-occurring Disorders Part A	9am-5pm	3-10-17
SAC 703	Service Modalities & Models of Treatment	9am-5pm	4-14-17
SAC 704	Family Systems & Co-Dependency	9am-5pm	5-12-17
SAC 705-A	Treatment Planning and Relapse Prevention Part A	9am-5pm	6-9-17
SAC 705-B	Treatment Planning and Relapse Prevention Part B	9am-5pm	7-14-17

SAC 706-A	Medical, Mental Health, & Pharmacology Part A	9am-5pm	8-4-17
SAC 706-B	Medical, Mental Health, & Pharmacology Part B	9am-5pm	9-8-17
SAC 707	Ethical and Behavioral Standards	9am-5pm	10-13-17
SAC 708	Cultural Diversity & Special Populations	9am-5pm	11-3-17
	Review	9am-5pm	12-8-17

## 2017

<b>Hypnotherapy and Sexuality Specialization</b>		<b>Time</b>	<b>Date</b>
HYP 701	Principles of Hypnotherapy	9am-3pm	7-13-17
HYP 702	Foundations of Hypnotherapy	9am-3pm	7-14-17
HYP 703	Advanced Practice of Hypnotherapy 1	9am-3pm	7-15-17
HYP 704	Advanced Practice of Hypnotherapy 2	9am-3pm	7-16-17
HYP 705	Ethical Practice of Hypnotherapy	9am-3pm	7-17-17
HYP 706	Sexual Dysfunction Treatment 1	9am-3pm	9-21-17
HYP 707	Sexual Dysfunction Treatment 2	9am-3pm	9-22-17
HYP 708	Clinical Application with Special Populations	9am-3pm	9-23-17 9-24-17 9-25-17

## 2017

<b>Transgender Care Specialization</b>		<b>Time</b>	<b>Date</b>
TGC 704A	Medical Intervention : Hormones	9am-12pm	1-20-17
TGC 704B	Medical Intervention: Surgeries	9am-12pm	1-21-17
TGC 705A	Transition through the Lifespan 1: Child/ Adolescent Care	1pm-5pm	1-20-17
TGC 705B	Transition through the Lifespan 2: Senior Care	1pm -4pm	1-21-17
TGC 706	Treatment Planning and the Therapeutic Issues	9am -4pm	1-22-17

TGC 707	Legal and Ethical Issues	9am-5pm	2-23-17
TGC 708	Counseling Families and Partners	9am-5pm	2-24-17

TGC 701	Foundations of Transgender Care	9am-5pm	6-2-17
TGC 702	Transition Challenges	9am-5pm	6-3-17
TGC 703	Evaluation, Assessment, and Differential Diagnoses	9am-5pm	6-4-17
TGC 704A	Medical Intervention : Hormones	9am-12pm	8-4-17
TGC 705B	Transition through the Lifespan 2: Senior Care	1pm-5pm	8-4-17
TGC 704B	Medical Intervention: Surgeries	9am-12pm	8-5-17
TGC 705A	Transition through the Lifespan 1: Child/ Adolescent Care	1pm-5pm	8-5-17
TGC 706	Treatment Planning and the Therapeutic Issues	9am -4pm	8-6-17

TGC 801	<b>Clinical Practicum &amp; Supervision</b>	Scheduled with Student	
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## 2017

<b>Kink Aware Therapy Specialization</b>		<b>Time</b>	<b>Date</b>
KAT 701	Fundamentals of Kink	9:00am-4:00pm	2-21-17
KAT 702	Kink Communities and Culture	9:00am-4:00pm	2-22-17

KAT 703A	Ethical Non-Monogamy I: Fundamentals and the Science of Open Relationships	9:00am-4:00pm	4-4-17
KAT 703B	Ethical Non-Monogamy II: Working with Open Relationships	9:00am-4:00pm	4-5-17
KAT 704A	Power Exchange Relationships I: Fundamentals and the Science of Kink	9:00am-4:00pm	6-20-17
KAT 704B	Power Exchange Relationships II: Working with D/s Relationships	9:00am-4:00pm	6-21-17

KAT 705	BDSM Play: The Scene, Equipment and Community Etiquette	9:00am-4:00pm	8-8-17
KAT 706	Kinky Laws, Rules and Ethics	9:00am-4:00pm	8-9-17

KAT 707	Negotiation, Boundaries and Contracts	9:00am-4:00pm	10-17-17
KAT 708	Special Topics in alternative sexual expression and relationships	9:00am-4:00pm	10-18-17

## Academic Calendar

	<b>Spring 2017</b>	<b>Summer 2017</b>	<b>Fall 2017</b>
Registration	9/7/16 – 1/20/17	1/21/17 – 4/8/17	5/6/17 – 8/12/17
Drop/Add Period	1/21/17 – 1/38/17	5/6/17 – 5/13/17	9/9/17 – 9/21/17
Classes Begin	1/21/17	5/6/17	9/9/17
Last Day of Session	4/8/17	8/12/17	12/16/17
Oral Exams	4/10/17	8/14/17	12/18/17
Holidays	2/18/17	5/27/17, 7/1/17	10/7/17, 11/11/17 11/25/17
Quarter Breaks	4/15/17, 4/22/17, 4/29/17	8/19/17, 8/26/17, 9/2/17	12/23/17, 12/30/17, 1/6/18, 1/13/18

## **Program Objectives**

Students graduating from the Clinical Sexology program will be able to:

1. Demonstrate comprehensive clinical assessment skills, including the following:
  - Diagnosis of sexual disorders using the DSM-5.
  - Assess for psychological, medical, and pharmacological etiology of sexual disorders. Speakers from various disciplines will lecture and answer questions.
  - Design the appropriate clinical interventions for the diagnosis.
  - Comprise a variety of alternative interventions and a team of providers from other disciplines to for effective treatment of specific sexual disorders.
2. Demonstrate comprehensive skills in clinical intervention during class and case consultation.
  - Students will work with cases from their own practices, other students' practices, and case studies that comprise a wide spectrum of sexual issues.
3. Identify and understand issues related to cultural diversity and individual differences as they affect clinical competencies.
  - IICS will bring speakers from various races and cultures to present during class. Panel members and speakers from around the globe will discuss sexual disorders from their personal experience and answer questions. Students from various places in the U.S. and other countries will be able to contribute their personal experience and knowledge of various cultures during class and case consultation.
4. Demonstrate the ability as clinical sexologists to serve as clinical supervisors, administrators, and consultants in diverse settings.
  - Graduates will be experts in the field of sexology and as such, will be in supervisory and administrative positions in their respective fields. IICS provides a Clinical Supervision course to prepare students for these roles.
5. Demonstrate the skills to be discerning consumers of scholarly works and research, including studies of empirically based treatment methodology.
  - Throughout the dissertation/doctoral project segment of the program, students will learn how to critique, evaluate, and apply existing research from books and journals. As experts in the field of sexology, graduates will be authoritative voices on various subjects. IICS will prepare them for this role.

### **Definition of Credit Hours**

Credit hours are based on quarter credit hours as defined in Rule 6E-1.003, F.A.C. Each quarter credit hour is a unit consisting of a minimum of ten hours of instruction appropriate to the level of credential sought, during a quarter, plus a reasonable period of time outside of instruction which IICS requires a student to devote to preparation for learning experiences, such as preparation for instruction, study of course material, completion of educational projects, and planned learning experiences appropriate to each specialty component. A practicum experience is part of each program component.

## **Satisfactory Academic Progress Policy**

Students will be required to submit written assignments throughout their coursework. The grades for these assignments will be based on Satisfactory/Unsatisfactory criteria. If a student submits an Unsatisfactory paper, s/he will be allowed to re-do the assignment, up to two re-submissions, until it is Satisfactory. All assignments must be assessed as Satisfactory before the student is allowed to sit for the Oral Exam. If a student disagrees with the instructor's assessment of the assignment, s/he may submit an Academic Grievance to the IICS Program Director (hereinafter referred to as the "Director").

Upon completion of the 48 credit Clinical Sexology Educational component, each student will sit for an Oral Exam with three (3) Board members who will comprise the IICS Examination Committee. The student will answer questions relating to each content area and be graded by each committee member on ability to treat content-relevant cases. The committee will evaluate the student according to specified criteria. The grade will be based on the average of the three evaluations.

Upon completion of the 24 credit Specialty Concentration Component, the student will sit for an oral exam with the faculty member of that component and one member of the IICS Examination Committee.

The final grade will be based on the average of the two oral exams.

### **Grading System**

Grade Percentage Classification

**A** – 90 – 100 % Able to Treat Complex Cases

**B** – 80 – 89% Able to Treat Most Cases

**C** – 70 – 79% Able to Treat Basic Cases

**D** – 60 – 69% Not Competent Yet

**F** - 0-59% Failing

**I** – Incomplete

**U**-Unsatisfactory

**S**-Satisfactory

**WP** - Withdrew Passing

**WF** - Withdrew Failing

### **Probationary Status**

Students must earn a minimum of a B in order to successfully complete the program. Any student earning a C or less will be given an I-Incomplete and be required to re-take the classes. The student will be given case studies with resources in order to master the subject. The relevant IICS instructor will be available to develop a remedial plan with the student that will address problem areas. The instructor will monitor the student's progress and report to the Director. There will be no additional charge unless the student seeks individual consultation with a consultant outside of IICS.

Students may take up to a year to attain a passing grade. If at any time during the remedial process the instructor and the Director agree that the student is not capable of progressing, the student will be brought in for a meeting to discuss the advisability of continuing the program. At the end of a year, if the student has not attained a passing grade, the student will be dismissed from the program and

not allowed to reapply for one year. Re-acceptance will be conditional upon interview with the Director and relevant instructor.

### **Leave of Absence**

Students may take a temporary Leave of Absence from the program and return within one year to continue (WP-Withdrew Passing). Students who withdraw from the program after failing a component may re-enroll within one year and re-take their classes or seek consultation as described above (WF-Withdrew Failing).

Students who are not able to attain a passing grade within one year of completing classes will fail the program. They will be given the opportunity to re-enroll after one year and will need the approval of IICS Board.

Upon successful completion of the Program, students will be awarded a Ph.D. in Clinical Sexology.

### **Fee Schedule 2017**

#### **Total Program Tuition**

The Ph.D. in Clinical Sexology is comprised of three segments and the fees are as follows:

1. Clinical Sexology education	\$8,000.00
2. Specialty area of education	\$4,000.00
3. Dissertation or Doctoral Project	\$4,000.00
Total Educational Cost:	\$16,000.00

#### **Administrative Fees and Costs**

Registration Fee (one-time)	\$100.00 (non-refundable)
Transcript Request Fee	\$10.00 (each)
Re-Entry Fee	\$100.00

Students may work with IICS to formulate a payment plan as specified in **Terms of Payment of Tuition and Fees**.

#### **Textbooks and Supplies**

Students are required to purchase their own textbooks from either retail or online suppliers. The estimated cost for Clinical Sexology is \$240. The Specialty Concentration's cost is dependent on which Specialty Concentration the student selects.

#### **Terms of Payment of Tuition and Fees**

Students have several payment options. Whichever they choose, the entire program must be paid in full in order to receive the degree and/or transcripts.



## **Methods of Payment**

Full payment at time of signing enrollment agreement

Registration fee at the time of signing enrollment agreement with balance paid prior to starting date.

Registration fee at time of signing enrollment agreement with balance paid prior to graduation by a payment plan.

Students may negotiate, at the time of registration, a weekly, monthly, or quarterly payment plan. The balance may be paid in full at any time

Payments may be made using credit card, check, PayPal, or money order.

## **Student Financial Assistance**

IICS does not offer financial assistance nor does it work with any government agency to provide such assistance.

## **Cancellation and Institutional Refund Policy**

A student may withdraw from the program prior to taking any classes, regardless of number of days, and will be refunded all tuition paid within 30 days. Withdrawal must be made in person or via Certified Mail.

If a student is terminated, the Cancellation and Refund Policy will be applied. Students may be terminated from the program by the IICS Board for just cause as described under the **Student's Responsibility** section. Refunds in this case will be the same as student withdrawals.

Textbooks are the property of the student and are not subject to refund

## **Drop/Add Period**

Should a student's enrollment be terminated or cancelled for any reason, all refunds will be made according to the following refund schedule:

1. Cancellation can be made in person, by electronic mail, by Certified Mail or by termination.
2. All monies (except the \$100 application fee) will be refunded if the school does not accept the applicant or if the student cancels within three (3) business days after signing the enrollment agreement and making initial payment.
3. Cancellation after the third (3rd) Business Day, but before the first class, results in a refund of all monies paid, with the exception of a \$150.00 processing fee.
4. The drop/add period is the first week at the beginning of each quarter. A student may drop a class/classes without incurring any charges. There will be no refunds for any class/classes dropped following the drop/add week.
5. Termination Date: In calculating the refund due to a student, the last date of actual attendance by the student is used in the calculation unless earlier written notice is received.

6. Refunds will be made within 30 days of termination of students' enrollment or receipt of Cancellation Notice from student.
7. Students are encouraged to notify IICS prior to the start of their program segment should they need to take an academic interruption during the program. All schedule changes must occur no later than the end of the first week of the start date in order to not incur all segment charges.

## **Class Attendance Requirements**

Students are required to attend all classes to obtain credit.

Students may not record any classes using any recording media without the express permission of the Director. This includes phones, tablets, cameras, or other recording devices. It is possible that in the event of a student with a disability needing to record using specialized equipment that permission to record will be granted. Students may take written notes during class.

## **Student Services**

The Director, Administrator, and Instructors are all available via email and telephone for all student services.

**Academic Advisement:** The Director, Dr. Clark, has been trained in Admissions and will provide Academic Advisement, consisting of recommendations for specialty areas and dissertation topics. Drs. Volker, Sabroso, Batista, and Smith will provide advisement based on their own areas of concentration.

**Financial Aid Advisement:** There is no financial aid for tuition.

**Personal Advisement:** All Board members are able to provide consultation with students experiencing personal difficulties. Board members will not provide therapeutic services, but only referrals and recommendations to the students' local resources.

**Career Services:** IICS does not provide placement services. IICS will make available to students a list of institutions, agencies, and other venues where their services as Clinical Sexologists may be of value. IICS will also assist students with developing a marketing niche for their particular specialties. Records of initial employment of all graduates shall be maintained. Exceptions to this requirement shall be made for those graduates who attend the institution on a student visa or other temporary immigration status and who do not seek employment in this country.

**Retention Improvement Plans:** IICS will report its retention rate as defined by the Commission with each license review.

## **Payment Plan**

All students are responsible for the fees as specified **Terms of Payment of Tuition and Fees**. There are no policies for reduction of tuition or fees.

## **Grievance and Appeal Procedure**

Grievances generally fall into one of three categories: Academic, Administrative, or Sexual Harassment. Below are the procedures for each. Every student has the right to procedural due process during the grievance and appeal procedure.

Grievances which are substantiated by allegations of capriciousness, arbitrariness, discriminatory treatment and/or are contrary to the class syllabus, may be submitted to the Program Director by the

student, in writing, within ten (10) working days from the date of the action or omission involved and after the informal proceedings have been exhausted.

### **Academic Grievance and Appeal Procedure**

Students who do not maintain their grades as per the Satisfactory Academic Progress Policy and who believe they were graded unfairly may submit an Academic Grievance to the Director and the Board.

1. Academic grievances related to an Unsatisfactory Grade of a written assignment shall be attempted to be resolved by the student requesting a meeting directly with the course instructor. If the Grievance is not resolved, then the student will request a meeting with the Director. If the Director is the instructor, then a meeting will be scheduled with another Board member. This formal meeting will be scheduled within ten (10) days, when the Director or Board member will have had time to review all relevant information pertaining to the grievance, as well as to review all applicable Florida Rules and Statutes.
2. If the complaint is not resolved or no agreements could be reached, an arbiter will be chosen from the IICS Board. The arbiter will review the student's work or issue and submit his/her decision within 15 working days from the date of the appointment.
3. In the event that the student wishes to appeal the decision of the arbiter, the student may contact the Commission for Independent Education, Department of Education, 325 West Gaines Street, Suite 1414, Tallahassee, Florida 32399-0400, toll-free telephone number (888)224-6684.

As per the Satisfactory Academic Progress Policy, students must earn a minimum of a B on the oral exams in order to successfully complete the program. If the grievance pertains to the oral exam, the student may submit a formal grievance to the Board members who sat on the IICS Examination Committee. They will review their evaluations of the student's performance and respond within fifteen (15) days. If the grade is not changed but there was disagreement between two members of the IICS examination committee as to the student obtaining a passing grade, the student may be re-examined by another Board member within thirty (30) days. That grade will be final.

### **Summary Suspensions**

A summary suspension is defined as an immediate suspension decision from IICS. The Director may suspend any student for any major violation as defined in this document, when the conduct involved constitutes a threat to the safety and/or welfare of the Program, instructors, guests or other students; is detrimental to the image or best interest of the Program; or for any other reason stated in any institutional documents. The student will be notified either personally or by certified mail of the summary suspension and the basis for said suspension. Summary suspensions are interlocutory measures which are not appealable.

In cases of summary suspensions, the Director will appoint a Quality Assurance Committee (QAC), made up of two additional Board members, within ten (10) working days from the date of notification to the student of the summary suspension, to determine within fifteen (15) working days of the

appointment of the QAC, whether the suspension will be maintained or rescinded and for the adjudication of the charges in a formal procedure. Both of the issues will be consolidated into one formal hearing. All charges and issues will be included in the notification as required for a formal hearing.

The Director will issue a resolution within fifteen (15) working days of the receipt of the report.

Students whose conduct is found to be unprofessional will be expelled from IICS with no further option to appeal or return. Furthermore, as required by F.S. 490 and 491, a report regarding the unprofessional conduct will be made to the student's licensing board.

### **Administrative Grievances against the Director or an Instructor**

Each student who initiates a grievance against IICS or against whom IICS must take action has the right to procedural due process.

Grievances are addressed in face-to-face meetings when the complainant chooses to verbalize a problem. If a grievance is presented in writing, the Director will reply in writing and every attempt is made to rectify the issue. If a grievance is unable to be rectified in this manner, another Board member will mediate the issue.

A student may present a grievance against the Director or another instructor for conduct or actions not covered under the Academic Grievances section of this Manual, in the same procedure as an Academic Grievance.

The Director will investigate the grievance. If the grievance is against the Director, another Board member will be appointed to investigate.

1. If the Director determines that the grievance is groundless, the grievance will be dismissed and the student will be informed thereof in writing within twenty (20) working days of date of receipt of grievance.
2. If the Director determines that there are grounds for sexual harassment or discrimination, s/he will notify the parties that the grievance will be investigated by the Board. The Director will send a written notification to the student and the alleged offender of the decision to pursue the grievance as a sexual harassment claim and will schedule a formal hearing.
3. If the Director determines that the alleged offender's conduct was contrary to his/her position as instructor, s/he will present a fact finding report to the Board for the proper action. This report will not include recommendations. The Board will meet to determine an action, which will include termination of the instructor if the Board agrees with the Director.

## **Appeal Procedure**

If the student wishes to appeal the Board's determination, then s/he may follow the procedure for a **Formal Hearing**.

### **Formal Hearing**

A formal hearing is any meeting between Board members or between Board members and a student and/or instructor, for the purpose of assessing any complaints or grievances and making a determination as to recommendations for resolution of such complaints or grievances. All formal hearings will be documented with minutes noting the time, place, and attendance of the meeting, as well as, the content of the meeting.

Students who feel a grievance is unresolved may refer their grievance to Executive Director, Commission for Independent Education, 325 West Gaines Street, Suite 1414, Tallahassee, FL 32399-0400, 850-245-3200 or toll free at 888-224-6684.

### **Prohibition of Sexual Harassment**

Sexual Harassment is defined as: any unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature which 1) makes submission to or rejection of such conduct either an explicit or implicit basis for employment and/or academic decisions affecting the individual; or 2) unreasonably interferes with the individual's employment or academic performance by creating an intimidating, hostile or offensive environment.

IICS has a strong policy against sexual harassment and any such behavior will not be tolerated. Instructors and staff are prohibited from dating or other sexual relationships with any student. They are prohibited from making quid pro quo offers to students or in any way creating a hostile learning environment. Complaints from students will be made to the Director, who will meet with the instructor or staff member and formulate a corrective action. An instructor or staff member will be subject to termination if it is determined that a student was sexually harassed.

A sexual harassment allegation will be investigated as an Administrative Grievance (see above). Additionally, if the Director or the arbiter determines that the grievance involves issues of sexual harassment or discrimination, a determination as to any interlocutory measures needed and/or whether charges will be filed and pursued against the offending party under the guidelines of the Equal Employment Opportunity Commission (see [http://www.eeoc.gov/laws/types/sexual\\_harassment\\_guidance.cfm](http://www.eeoc.gov/laws/types/sexual_harassment_guidance.cfm))

### **Special Conditions and Requirements to Receive Educational Services from IICS**

1. In the case of a student who is found to be lacking in any of the following:
  - a) compliance with the academic and professional requirements as per the student's licensing Board and applicable Code of Ethics for that Board's academic and clinical skills; or
  - b) ethical and interpersonal skills and behavior,

The Director will require an evaluation of the student by a professional in human conduct of the student's choice. The student will be placed on a Leave of Absence status until such time as s/he is competent to continue academic and clinical studies. If the student is not competent to resume studies within one year of the Leave of Absence, s/he will be terminated from the program. If the student wishes to re-apply, s/he will need to submit evidence of ability to conduct him/herself in an ethical and professional manner. A determination of re-acceptance will be made by the Director and another Board member.

During the Leave of Absence, a report will be submitted to the Director in order to determine if and when the student will be qualified to continue pursuing studies in the Program. If from the evaluation it is learned that the student is in need of professional help, the student will be required to seek the recommended professional help. It is the student's responsibility to seek the recommended professional help at his/her own cost or under his/her medical plan.

The Director reserves the right to make a determination of the student's status, taking into consideration the best interests of the student and the Program's other students. S/he is not bound by the evaluation submitted by the student and will make a decision based on her professional judgment based on all available information.

If the Director determines that the student violated his or her licensing Code of Ethics, a report will be made to that Licensing Board advising of the violation.

**2. IICS has a clear commitment and policy of compliance with all laws and regulations applicable to qualified students challenged by a disability. Once a qualified student officially notifies the Program Director of the existence of a disability, s/he will attempt to reasonably accommodate the student in accordance with Section 504 of the Rehabilitation Act and Americans with Disabilities Act.**

3. When a student is medically, mentally and/or emotionally disabled, which renders him/her not qualified to receive educational services, such students shall apply for a leave of absence. Should the student decide to return to the Program, medical evidence providing support of the student's request will be required prior to re-admission.

4. A student is not qualified to receive educational services from IICS if s/he poses a direct or imminent threat to the health, safety or welfare of others, or whose conduct (past or present) of which official knowledge has been obtained, is detrimental to the image or best interest of the Program and its constituencies, and may be summarily suspended.

5. If the Director has reasonable basis to believe that the student is a person challenged by a disability, but otherwise qualified to study in the Program, s/he may request medical or professional evidence about any disability. All reasonable accommodation alternatives available will be provided. If the student is found not to be qualified to pursue studies in the Program, or if the Director determines that no reasonable accommodation can be made, the student will be notified within twenty (20) working days of the date of the decision.

6. Appeals

The student has 10 (ten) working days to present an appeal through the same process described in the Academic Grievance section.

## **Student's Rights and Responsibilities**

Students have the right to:

- All statutory rights – laws passed by Congress, privacy right-information in students' records, and protection from improper disclosures; civil or federal right – right secured under the federal constitution or federal civil right law (freedom of expression, assembly).
- Make their own academic decisions.
- Access adequate academic advising.
- Quality instruction and/or educational experiences.
- Access to the instructor throughout each course.
- Information regarding application procedures.
- Information regarding tuition, fees, refund policies and procedures.
- Information regarding how satisfactory academic progress is determined.

Students have the responsibility to:

- Pay all tuition, fees, and other expenses.
- Comply with the Student Conduct Policy
- Be aware of the educational objectives of the institution, comprehend the IICS evaluation criteria, and maintain satisfactory academic progress.
- Conduct their academic affairs honestly. Students will not cheat, plagiarize, falsify their academic records, or otherwise misrepresent their work.
- Take appropriate action when informed of grade deficiencies.
- Know their due-process guarantees and understand the appeals procedures.

Students may withdraw from the Institute at any time. Financial obligations in the event of withdrawal are described in the "**Cancellation and Refund Policy.**"

Students may be terminated from the Institute for the following reasons:

- Failure to maintain contracted payment schedule.
- Failure to maintain minimum academic requirements (see "**Grading System**").
- Non-adherence to any student responsibilities.

Students will be notified in writing of any changes made at the Institution.

## **Facilities**

### **Description of Institutional Facilities**

The physical location of the classroom is 9620 NE 2nd Avenue, Suite 205, Miami Shores, FL 33138. It is located in an office building and set up with tables, chairs, to accommodate up to 18 students. The facility has three bathrooms.



The administrative facility office is at 9620 NE 2<sup>nd</sup> Ave. Suite 207 Miami Shores, Florida 33138. The administrative assistant works from there and all class preparation and resource materials are there. It is also used as the mailing address. Suite 205 is the business address on the corporation articles.

## **Library**

At time of enrollment all students will be given a membership to LIRN (Library and Information Resources Network). Students will have off campus access to millions of journals, magazines, newspaper articles, e-books, podcasts, audio, and video resources to support their academic studies.

## **Online Delivery Explanation**

Pursuant to Rule 6E-2.0041, F.A.C. Delivery of Programs through Nontraditional Assessments, Modes and Methods.

The following relates to the online delivery:

### **Student orientation:**

Upon registration, all students are provided with a contract. Upon signing and acceptance of the contract, students will be provided with instructions for attending classes via the Zoom platform accessing electronic copies of all materials used in class. Students will need a Gmail email address to be given access to the Google Drive folders which contain video recordings of all classes, the curriculum for each class, and the handouts for each class. Students Activity Logs containing the classes they have attended, payments, and balance information are updated regularly and are accessible in their personal Student folder on Google Drive. Students will also access and complete online evaluations for each completed content area. The program catalogue is online and accessible to all students.

### **Acceptance of transfer credits or credit by examination validation:**

Students may submit all documentation by uploading it to the IICS website or sharing it via Google Drive to IICSPHD@gmail.com. All documents submitted in this way will be delivered via email and sent to a dedicated storage website.

### **Additional disclosures (criminal background check, licensure exams, language offered, medical exams/physical requirements, etc.):**

Any additional documentation may be shared via Google Drive.

### **The distribution of materials:**

Materials for each class are stored on Google Drive and are accessible with a Gmail email address to which will be sent sharing permissions.

### **Examination and evaluation of student work:**

The Zoom platform allows multiple users to interact. Students will be able to sit with examiners in real time. Students will be evaluated throughout the program during the supervision/case consultation sessions. Case studies and research may be uploaded to Google Drive. The oral exams will be administered in person.

**Timely response to students' questions and comments:**

Students may ask questions and make comments during class and during supervision/case consultation. They may also email the instructors and a response will be given within 24 hours. Students are provided with instructors' phone numbers and may call or text at any time.

**Attendance and record keeping:**

The Administrative Assistant (Admin) maintains all student records, which are submitted electronically. Each instructor logs the attendees for each class and provides it to the Admin at the end of the class. The Zoom video recording of the class also has the names of the online students, including the number of minutes they attend. The video recording of each class is maintained on Google Drive for three years.

**Internships/Externships/Labs:**

Students participate in supervision/case consultation with cases in their specialty area. They meet with their consultant via Zoom, which is a secure, HIPAA-compliant platform.

**How transcripts are maintained by school/obtained by students:**

The Admin maintains all records both electronically and in a locked filing cabinet in the school. Electronic storage is via a cloud service and may be accessed by the Admin and Director from their respective computers. All records are password protected.

**Technical support:**

The program has a website manager that maintains the website and is available to students when needed. Zoom tech support is very responsive and is available 24/7 if a student needs help during a class. Prior to beginning the program, an instructor and a new student will do a test session to familiarize the student with how the platform works and confirm that the student has a good internet connection and adequate audio-visual equipment.

**Equipment and supplies used/needed (i.e. operating system):**

The IICS program uses a laptop with an external webcam, microphone, and speakers. The Zoom platform allows the instructor to share the computer desktop so the students may view all power point presentations, documents, and videos as they are simultaneously shown in class. The laptop has a Windows 10 operating system and accesses a high-speed internet connection. All classes are offered simultaneously online via Zoom and in person. The equipment is permanently set up in the Miami Shores classroom. All Instructors are instructed on how to access the meeting link, record the classes, share the screen for presentations and videos, and chat with online students. All Instructors are trained prior to teaching on their own. If there are any problems with the technology, Zoom technical support and the Director or IICS Administration will be available.

Students have a variety of options for accessing their classes online, including a desktop computer, laptop, tablet, or smartphone. They need a current operating system on their device, a webcam and a microphone. Larger screens provide easier visibility for viewing the presentations but are not essential as all students have access to the materials and to the class recordings independently. It is recommended that students use a headset with a microphone for optimal audio quality. Students may either speak their questions or comments or write them using the chat option.

**Group study (if applicable):**

Groups meet weekly following class for supervision/case consultation. They may collaborate with other students on their own. They may coordinate a Zoom meeting with an Instructor.

**The Zoom webinar platform:**

Zoom is an online collaboration, communication and sharing tool used for Web-based meetings, events and classes. Each student will be emailed an invitation to join a scheduled class. Upon opening the email, they will click on the link. Clicking the “invite” button will launch the meeting. Each class has a dedicated password good for that meeting only. The email link will automatically enter the meeting number and password. Students can see the instructor, videos, slideshows and other attendees by clicking “participants.” The instructor can see the students, their chats, and hear them when they unmute their microphones. Below are the minimum system requirements needed by the students.

**Computer Requirements****System Requirements For PC, Mac, And Linux from (<https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)**

- An internet connection – broadband wired or wireless (3G or 4G/LTE)
- Speakers and a microphone – built-in or USB plug-in or wireless Bluetooth
- A webcam or HD webcam - built-in or USB plug-in
- Or, a HD cam or HD camcorder with video capture card

**Supported Operating Systems**

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Mac OS X with MacOS 10.7 or later</li> <li>• MacOS 10.6.8 (Snow Leopard) with limited functionality (Zoom version 3.6)</li> <li>• Windows 10</li> <li>• Windows 8 or 8.1</li> <li>• Windows 7</li> <li>• Windows Vista with SP1 or later</li> <li>• Windows XP with SP3 or later</li> <li>• Ubuntu 12.04 or higher</li> </ul> | <ul style="list-style-type: none"> <li>• Mint 17.1 or higher</li> <li>• Red Hat Enterprise Linux 6.4 or higher</li> <li>• Oracle Linux 6.4 or higher</li> <li>• CentOS 6.4 or higher</li> <li>• Fedora 21 or higher</li> <li>• OpenSUSE 13.2 or higher</li> <li>• ArchLinux (64-bit only)</li> </ul> |
|--|--|

**Supported Tablet and Mobile Devices**

- Surface PRO 2 running Win 8.1
- Surface PRO 3 running Win 10
- iOS and Android devices
- Blackberry devices

**Supported Browsers**

- Windows: IE7+, Firefox, Chrome, Safari5+
- Mac: Safari5+, Firefox, Chrome
- Linux: Firefox, Chrome

**Processor and RAM Requirements**

	Minimum	Recommended
Processor	Single Core 1Ghz or	Dual Core 2Ghz or Higher (i3/i5/i7 or AMD

	Minimum	Recommended
	Higher	equivalent)
RAM	N/A	4Gb

**Note:** Linux requires a processor or graphics card that can support OpenGL 2.0 or higher

### High DPI Support

- High DPI displays are supported in Zoom version 3.5 or higher

### Bandwidth Requirements

The bandwidth used by Zoom will be optimized for the best experience based on the participants' network. It will automatically adjust for 3G, WiFi or Wired environments.

Recommended bandwidth for Meetings and Webinar Panelists:

- For 1:1 video calling: 600kbps (up/down) for HQ video and 1.2 Mbps (up/down) for HD video
- For group video calling: 600kbps/1.2Mbps (up/down) for HQ video. For gallery view: 1.5Mbps/1.5Mbps (up/down).
- For screen sharing only (no video thumbnail): 50-75kbps
- For screen sharing with video thumbnail: 50-150kbps
- For audio VoIP: 60-80kbps

Recommended bandwidth for Webinar Attendees:

- For 1:1 video calling: 600kbps (down) for HQ video and 1.2 Mbps (down) for HD video
- For screen sharing only (no video thumbnail): 50-75kbps (down)
- For screen sharing with video thumbnail: 50-150kbps (down)
- For audio VoIP: 60-80kbps (down)

### HD Camera Suggestions

- [Logitech PTZ Pro](#) [VTEL HD3000PTZ Camera](#)
- [Aver VC520](#) [Vaddio Clearview USB](#)
- [Logitech ConferenceCam CC3300e](#) [Microsoft HD Webcams](#)
- [Logitech HD Webcams](#) [Hovercam Solo 5 Document and Webcam](#)
- [VDO360 PTZ HD Camera](#)

### USB Speakerphone and Microphone

- [Revolabs UC500](#) [Yamaha PSP-20UR](#)
- [Jabra Speak 510](#) [Yamaha YVC-100](#)
- [Clearone Chat 150](#) [Jabra USB Headphones](#)
- [Logitech P710e](#) [Plantronics Headsets](#)
- [Plantronics Calisto 600](#) [Revolab Fusion Wireless Microphones](#)
- [Phoenix Quattro3](#) [Shure Wireless Conferencing System](#)
- [Voice Tracker Array Microphones](#) [MXL Microphones for Conferencing](#)

### Other Peripherals

**Note: Devices support vary with systems. Please test them first.**

- [Magewell HDMI capture \(Mac or Win\)](#)
- [Startech Composite/SVideo to USB \(Win\)](#)
- [Blackmagic Design Intensity Extreme \(Mac\)](#)

## **Degree**

Students who successfully complete all three sections of the Program will be awarded a Doctor of Philosophy (Ph.D.) degree in Clinical Sexology.

Commission for Independent Education, Florida department of Education. Additional Information regarding International Institute of Clinical Sexology may be obtained by contacting the Commission for Independent Education, Department of Education, 325 West Gaines Street, Suite 1414, Tallahassee, Florida 32399-0400, toll-free telephone number (888) 224-6684.

## **Holiday Dates**

All national holidays in the United States are recognized and no classes will be held on those days. All religious holidays are respected, regardless of the religion. Should a student have a conflict between a non-national holiday (religious or national holiday from native country) and class or campus schedule, contact the administration or appropriate faculty member for assistance in scheduling.

### **2017**

#### Quarter Breaks

12-20-16 through 1-20-17

4-15-17 through 4-29-17

8-19-17 through 9-2-17

12-19-17 through 1-20-18

#### Holiday Weekends

President's Day 2-18-17

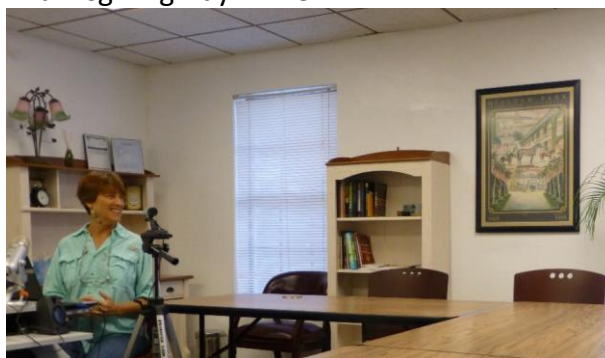
Memorial Day 5-27-17

Independence Day 7-1-17

Columbus Day 10-7-17

Veterans Day 11-11-17

Thanksgiving Day 11-25-17



# International Institute of Clinical Sexology



IICS provides Continuing Education under Dr. Carol L. Clark, Florida Department of Health Provider #50-550/BAP585 and offers Continuing Education Units for the Florida Board of Nursing, exp 10/19; Florida Board of Clinical Social Work, Marriage and Family Therapy, and Mental Health Counseling exp 03/19; and the Florida Board of Psychology, exp 05/18; Dr. Carol Clark is an approved provider for the American Association of Sexuality Educators, Counselors, and Therapists (AASECT) #11-112B. CE Credits may be applied toward AASECT certification and renewal of certification. The Addictions Therapy Training Institute, owned and operated by Dr. Carol Clark, is approved by the Florida Certification Association, #5094-A **NBCC**. Dr. Carol L. Clark, DBA Therapy Certification Training has been approved by NBCC as an Approved Continuing Education Provider, ACEP No. 6856. Programs that do not qualify for NBCC credit are clearly identified. Dr. Carol L. Clark, DBA Therapy Certification Training is solely responsible for all aspects of the programs.