



# Southwestern College

*Transforming Consciousness through Education*

www.swc.edu

Procedures for Admission to  
CERTIFICATE PROGRAMS in  
Children's Mental Health  
Grief, Loss & Trauma Counseling  
Interpersonal Neurobiology, Somatics and Action Methods  
Transformational Ecopsychology

**For non-degree students:**

1. Application: If you wish to enroll in a Certificate Program complete all sections of the attached application form. If you wish to enroll in a course for CEC's or personal experience, it is not necessary to fill out the application.
2. Fees: Include a \$25 one-time application fee (non-refundable) for each certificate program.
3. Transcript: Request official transcript(s) with bachelor's degree to be sent to: Southwestern College, Attn: Admissions office.
4. References: Include two letters of reference that address your eligibility and appropriateness for the coursework.
5. Interview: An interview is required. Interviews are usually conducted after the Admissions office has received all application materials.
6. Notification of Acceptance: Upon receipt of the above items you will receive notification of your acceptance into the Certificate Program.
7. Policies: Students enrolled in the Certificate Program are governed by the Southwestern College Student Handbook.

**For current SWC degree students:** It is only necessary to fill out the application and submit the \$25 application fee. No transcripts or letters are necessary.

Return All Application Materials to  
Admissions Office  
Southwestern College  
3960 San Felipe Rd.  
Santa Fe, NM 87507





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6. My professional and employment experience and/or goals are \_\_\_\_\_

\_\_\_\_\_

7. My personal goals are \_\_\_\_\_

\_\_\_\_\_

8. I would like to participate in this program because \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. Photo/Video Release: Southwestern College sometimes photographs or videotapes classes for use in promotional or educational materials. Please indicate below if you are willing to be photographed or videotaped for these purposes.  I DO  I DO NOT give permission to be photographed or videotaped at Southwestern College for use in educational or promotional materials.

Please list two (2) professionals who can be consulted for references. Send the attached recommendation forms to these people.

NAME ADDRESS RELATIONSHIP

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ I have requested an official transcript be sent to Southwestern College (SWC).

\_\_\_\_\_ I have enclosed a \$25 one-time non-refundable application fee.

**I certify that the information on this application is complete and accurate as of the date submitted.  
I understand that any misrepresentation may be cause for rejection or subsequent dismissal  
from Southwestern College.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

# CERTIFICATE PROGRAM RECOMMENDATION LETTER

To assist us in evaluating the applicant's suitability for the \_\_\_\_\_  
Certificate program at Southwestern College, please print or type a statement below giving your evaluation  
of the applicant in the areas of academic preparation, communication skills, emotional maturity, creativity,  
personal integrity and any other areas that may be important. Use a separate sheet if you prefer.

Note: When complete, please return this form to:  
Admissions Office  
Southwestern College  
3960 San Felipe Rd.  
Santa Fe, NM 87507