

School Counselor STANDARD CERTIFICATE (ENDORSEMENT CODE: 2702)

Please print this page before you apply.

The school counselor endorsement authorizes the holder to perform school counseling services such as study and assessment of individual pupils with respect to their status, abilities, interest and needs; counseling with administrators, teachers, students, and parents regarding personal, social, educational, and vocational plans and programs; and developing cooperative relationships with community agencies in assisting children and families. The certificate holder is authorized to perform these duties in grades preschool through 12.

OPTION 1

To be eligible for the School Counselor Standard, the candidate **shall hold the appropriate master's degree** and complete **ONE** of the following:

1. An appropriate NCATE-approved educational services program at an out-of-State college or university. **Please send in official transcripts with degree conferral and documentation that you completed an NCATE-approved program.**

2. A candidate who has completed a master's or higher degree from a regionally accredited college or university whose school counseling program meets the standards of the Council for Accreditation of Counseling and Related Educational Programs (CACREP) will be issued a standard school counselor certificate. **Please send in official transcripts with degree conferral and documentation that you completed a CACREP program.**

3. Out-of-state candidates who have three years of successful full-time experience in the appropriate field in another state under that state's standard certificate authorizing such service may be eligible for the standard NJ certificate. The candidate shall hold a currently valid standard certificate from that state in the appropriate field. The experience shall occur in the seven years immediately prior to the application for the New Jersey educational services certificate. **Please send in official transcripts, a copy of the out-of-state license, and an official letter on school letterhead from a school official validating 3 years of a fulltime experience under a valid out-of-State license. The letter should include dates of employment, assignment, and full-time or part-time status.**

OPTION 2

If you do NOT meet one of the requirements listed above in Option #1, you must complete all the requirements below.

To be eligible for the School Counselor Standard, you must complete the following:

Master's Degree Requirement

- A master's or higher degree from a regionally accredited 4-year college/university is required.

Required Graduate Study

- As per N.J.A.C. 6A:9-13.8 (b)2, **forty-eight** graduate *semester-hour* credits including the specified areas of study below are required.

18 credits Counseling to include a course in each of the following areas:

- Theory and procedures in individual & group guidance
- Counseling and interviewing techniques
- Career counseling (vocational guidance)

3 credits in Testing & Evaluation

6 credits in Psychology

3 credits in Sociological Foundations

Suggestions include: Multicultural Counseling; Educational sociology; Social problems, juvenile delinquency law, and family; or Urban sociology.

3 credits in community agencies, organizations, and resources.

3 credits in Statistics or Research methods

6 credits in Supervised Counseling Practicum in a school setting

Please be advised that **6 credits** in a Supervised Counseling Practicum must be completed in a school setting. A clinical setting will not be accepted. When you complete this requirement, please submit along with your official transcript an original letter from the School Counseling Department Chairperson at the college or university to verify in which setting the practicum experience was completed.

6 Elective credits in any of the following topics: education; counseling; testing & evaluation; psychology; sociological foundations; statistics & research methods; curriculum development; program planning; guidance; measurement; vocational education; learning disabilities; human relations; or group process theory and procedures.

All graduate credits must appear on a regionally accredited 4-year college/university transcript.

OTHER

Please provide official course descriptions from all graduate coursework that covers the above required study areas.

Fee Information

- The current cost of the certificate is \$95.
- No checks or money orders will be accepted
- **Please make the payment online at <http://www.nj.gov/education/educators/license/epay.htm>.**
- Please notify your examiner after payment has been made.
- If you apply and are denied, you will be charged a fee of \$70.
- **All fees, including money left on file, are nonrefundable**