



This document provides the eligibility and program requirements for alternative certification in **School Counseling**.

### »» Eligibility

To be eligible for the program for **School Counseling**, applicants must meet one of the following **Education** components and one of the following **Competency** components.

#### 1. Education Component

- a. Master's degree with a retention GPA of 2.50 or higher  
*or*
- b. Master's degree with two years or more of qualified work experience related to counseling  
*or*
- c. Terminal degree (e.g. PhD, EdD, MD, DO, JD, DVM, MFA, MLIS)

- and -

#### 2. Competency Component

- a. A graduate major (or 30+ relevant graduate credit hours) in a field that corresponds to counseling  
*or*
- b. 15+ graduate credit hours in a field that corresponds to counseling and one year or more of qualified work experience related to counseling  
*or*
- c. Three years or more of qualified work experience related to counseling (requires an employer letter)  
*or*
- d. Publication of an article in a peer-reviewed academic journal relevant to school counseling



## »» Program Requirements

Prior to Provisional Certification	
<b>Subject Area Test</b>	Must pass prior to applying for the provisional certificate
During Provisional Certification	
<b>Two School Counseling Graduate Courses</b>	Courses must address the components of a comprehensive school counseling program, including but not limited to, data-informed decision making, closing achievement and opportunity gaps, school counseling ethical standards, and improving student achievement, attendance and discipline.
<b>Professional Development</b>	Hours assigned will vary; 0 to 90 (assigned when the certificate is issued)

## »» Process Overview

1. Apply for evaluation
  - a. Submit online application (\$50 fee and upload current resume)
  - b. Send official transcripts from **all** colleges/universities attended
2. Once approved, pass the School Counseling subject area test
3. Apply for provisional certificate
  - a. Complete a certification or dual background check (if not currently certified in Oklahoma)
  - b. Submit online application (\$50 fee)
4. Complete program requirements within three years (see next section below)
5. Apply for standard certificate
  - a. Send updated official transcript(s)
  - b. Submit online application (\$50 fee)
    - i. (If applicable) submit a signed district letter verifying professional development