



Alternative Placement Program

School Counseling

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
<ul style="list-style-type: none">a. Master's degree with a retention GPA of 2.50 or higher <i>or</i>b. Master's degree with two years or more of qualified work experience related to counseling <i>or</i>c. Terminal degree (e.g. PhD, EdD, MD, DO, JD, DVM, MFA, MLIS)
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2. Competency Component
<ul style="list-style-type: none">a. A graduate major (or 30+ relevant graduate credit hours) in a field that corresponds to counseling <i>or</i>b. 15+ graduate credit hours in a field that corresponds to counseling and one year or more of qualified work experience related to counseling <i>or</i>c. Three years or more of qualified work experience related to counseling (requires an employer letter) <i>or</i>d. Publication of an article in a peer-reviewed academic journal relevant to school counseling



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»» Program Requirements

Prior to Provisional Certification	
Subject Area Test	Must pass prior to applying for the provisional certificate

During Provisional Certification	
Two School Counseling Graduate Courses	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.
Professional Development	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