

OPTION 6 – PROVISIONAL SCHOOL GUIDANCE COUNSELOR CERTIFICATION P-12 (Non-degree, Post-Master’s)
OPTION 6 – STANDARD SCHOOL GUIDANCE COUNSELOR CERTIFICATION P-12 (Non-degree, Post-Master’s)
CURRICULUM CONTRACT

Last Name	Maiden and/or Nickname
First	
Initial Area of Certification	ID #
Email	Phone
Advisor Assigned _____ Catalog Year _____	

ADMISSION CRITERIA

Candidates must minimally meet requirements for admission to NKU as a graduate non-degree seeking student as well as additional requirements in order to complete a certification program in Counseling, Social Work, and Leadership (CSWL) and be enrolled in an Option 6 program.

1. Official transcripts from all institutions attended showing completion of a bachelor’s degree from an accredited institution with a minimum GPA of 2.75 OR GPA of 3.00 on a 4.0 scale on the last thirty (30) hours of credit completed
2. Official transcripts from all institutions attended showing completion of a Master’s in Counseling degree from a regionally and a CACREP accredited institution with a minimum GPA of 3.0 on a 4.0 scale. Or Master’s in a relative related field with exceptional experience
3. Passing/Acceptable State and Federal Background check results OR copy of acceptable Kentucky teaching certificate. Teaching certificate may be Rank III, II, or I and may be a professional teaching certificate or a statement of eligibility
4. Three recommendations from people qualified to evaluate the candidate’s academic and professional potential in the field of counseling on Counseling Recommendation form
5. Supplemental Counseling Application (includes essay)
6. Up-to-date Resume
7. Interview with the counseling program director; positive recommendation from the counseling faculty for acceptance to program
8. Offer of employment from a Kentucky School District in a school guidance counselor position. Requires completion of additional certification paperwork and mentorship agreement to meet 16 KAR 9:080 university-based alternative certification program standards. (This is required in order to be admitted into an option 6 program)
9. Signed Codes of Ethics for Kentucky School Personnel, College of Education and Human Services, ASCA, and CACREP
10. Signed curriculum contract for the Kentucky School Counseling Certification Option 6. Provisional or standard certification recommendation is based upon each individual’s qualifications, coursework, and experience. Each candidate is evaluated on an individual basis and coursework is selected accordingly

CURRICULUM CRITERIA

A minimum of fifteen (15) and up to forty-five (45) semester hours with advisor’s prior approval and in accordance with the counseling program requirements to meet CACREP and the Kentucky Standards for Guidance Counselor Programs, reference 16 KAR 5:010.

Each candidate’s required coursework will be selected with the graduate program director or advisor, based on his/her prior coursework to strengthen their counseling skills and make them comprehensive school counselors.

Student Name (page 2): _____

OPTION 6 - CERTIFICATION and PRAXIS INFORMATION

To be in an option 6 program the candidate must be employed in a school district in a position commensurate with the option 6 certification program AND the candidate must concurrently be enrolled in approved program of study courses under that option 6 program. Each option 6 candidate must consult with the counseling, social work, and leadership (CSWL) graduate coordinator, program director, and their hiring school district to determine what certification paperwork and other requirements are necessary for Kentucky Education Professional Standards Board (KYEPSB). If candidate is placed on CA- TP (collaborative agreement between district and School Counseling program) they must consult with the both the district and the university every year in order to renew the TP.

RANK II/ I^A: The temporary provisional certificate shall be issued at the rank corresponding to the degree held by the candidate in accordance with the requirements established in 16 KAR 9:080, Section 4. If candidate, who was previously a certified teacher with one year classroom teaching experience, has completed the required minimum experience of one year in a counseling position on a CA-TP (16 KAR 3:060, Section 3) the candidate may be eligible for recommendation on a CA-TP for one year under the standard school counseling option 6. All candidates will be evaluated by NKU counselor education program and program director in order to determine eligibility under the regulations of 16 KAR.

CA-TP's are renewable a maximum of 1 time. Each renewal requires a minimum of six (6) additional hours of coursework have been completed since last submission of transcript with previous TP. Candidates must remain continuously enrolled at the university and initially be in courses within ninety (90) days of 1st CA-TP being entered into KYEPSB. Candidate must finish all coursework in not more than 2 (teaching calendar) school years. If coursework is not completed by the end of this 2 year period, the candidate is not eligible to be placed on another CA-TP and will be transitioned to a traditional counselor education program.

Once program coursework is completed, candidate must submit CA-1 form with other required documents to the CSWL Graduate Office (MP building) in order to receive any of the following or all of the following (contingent on the certifications candidate is eligible to receive recommendation for): recommendation for Rank I, Provisional School Guidance Counselor, or Standard School Guidance Counselor.

Upon completion of one year successful experience on a temporary provisional certification as a school counselor in a position which meets the guidelines of 16 KAR 9:080 (two years for counselors without initial teacher certification) the candidate will be recommended for a **standard school guidance counselor certification**.

If candidate did not successfully meet the experience requirements outlined above, candidate would be recommended for **temporary provisional school guidance counselor certification**.

All applications for option 6 or Rank change based on completion of graduate program must be signed off on by the institution of higher education the program was completed at. Please contact the graduate coordinator for the counseling programs for information. If requesting certification or licensure in a state other than Kentucky please consult the Department of Education or Professional Education Board for the respective state.

****Certifications are not automatic and must be initiated by the student.** Forms and processes of application for certification from KYEPSB are subject to change. For the most current application forms or processes go to the Kentucky Education Professional Standards Board website (<http://www.epsb.ky.gov>) Contact the CSWL office for additional information on university recommendations for certification.

No Praxis required at this time for KYEPSB*

* Requirements and passing scores for teacher certification are subject to change. For the most current PRAXIS II testing requirements, go to the Kentucky Education Professional Standards Board website (<http://www.epsb.ky.gov>) If you are certified/licensed or requesting certification/licensure in another state please check with your licensure board for your state testing regulations.

Student Name (page 3): _____

Programs Pursuing: Option 6 Provisional _____ Standard _____

Number of hours in Counseling previously completed _____

Number of hours needed for provisional certification _____

Number of hours needed for standard certification _____

Required Coursework

Course # Taught	Course Name	Hours	Grade	Semester/Year
COU _____	_____	3	_____	_____
COU _____	_____	3	_____	_____
COU _____	_____	3	_____	_____
COU _____	_____	3	_____	_____
COU _____	_____	3	_____	_____
COU _____	_____	3	_____	_____
COU _____	_____	3	_____	_____
COU _____	_____	3	_____	_____
COU _____	_____	3	_____	_____
COU _____	_____	3	_____	_____

(Courses required for certification and approved by counseling program director may be used)

Courses (any courses approved by program director may be used)

- | | |
|--|---|
| COU 575 Mindfulness and Contemplative Practice | COU 601 Legal and Ethical Issues in Counseling |
| COU 602 Data-Driven Comprehensive School Counseling | COU 610 Counseling Diverse Populations |
| COU 620 Human Development | COU 621 Counseling Children & Adolescents |
| COU 622 Crisis Intervention in Schools | COU 630 Career Counseling |
| COU 631 College Advising and Comprehensive School Counseling | COU 640 Counseling Techniques |
| COU 641 Theories in Counseling & Psychotherapy | COU 642 Counseling Families and Couples |
| COU 650 Theories and Practice of Group Counseling | COU 654 Counseling Services in the Schools |
| COU 660 Assessment and Evaluation in Counseling | COU 670 Diagnosis of Emotional and Mental Disorders |
| COU 675 Substance Abuse and Addictions | COU 680 Research Methods and Program Evaluation |
| COU 693 School Counseling Practicum | COU 692 Internship – School Counseling |

Student Name (page 4): _____

EXIT CRITERIA

Completion of all required coursework with a minimum 3.00 GPA and no more than two C or below grades

Passing scores on CPCE, if applicable

Passing scores on the Praxis if required by KYEPSB* (not required at this time)

Successful completion of 100 hr. practicum in school setting, if applicable

Successful completion of 600 hr. internship in school setting(s)

Signatures Required Below

Advisor			Date	Student			Date
Summer__	Fall__	Spring__		Summer__	Fall__	Spring__	
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

Anticipated Completion Date: _____

Other (list any repeats, deviations from listed courses, probation, etc.):