School Counselor Certification Completion Plan

Individuals who already earned a master's degree in counseling, but who do not yet meet educational requirements for Certification as a School Counselor in Texas may apply for the UNTD School Counselor Certification Completion plan. By the time the student completes the required coursework, (s)he must also have two years of teaching experience in an accredited school and pass the TExES: Counselor test to become certified as a public school counselor in Texas. Individuals seeking certification in other states are urged to contact the relevant state(s) because their requirements may differ.

Name: ____________________ Phone: ________________ E-mail: ____________________

Address: ________________________________________________________________

Master’s Degree: __________________________________________________________

<table>
<thead>
<tr>
<th>Major</th>
<th>Granting Institution</th>
<th>Date of Graduation</th>
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</table>

Do you have a Texas Teaching Certificate?  ____Yes  ____No

What was the date and score on your TExEs Exam ____________________________ Date Score

Do you have two years of creditable, continuous teaching experience at an accredited school?  ____Yes  ____No

Teaching Experience ______________________________________________________

<table>
<thead>
<tr>
<th>Number of Years/Dates</th>
<th>Accredited School</th>
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</thead>
</table>

Each student must complete all requirements within elementary OR secondary school track and 600 hrs clinical experience in appropriate settings.

<table>
<thead>
<tr>
<th>Course</th>
<th>Course</th>
<th>Institution</th>
<th>Grade</th>
<th>UNT 3hour Course Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Needed</td>
<td>Completed</td>
<td></td>
<td></td>
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</tbody>
</table>

Elementary School

Secondary School

Clinical Experience

COUN 5461 Professional School Counseling

COUN 5700 Introduction to Play Therapy

COUN 5640 Group Play Therapy

COUN 5200 Counseling Adolescents

COUN 5610 Drug & Addiction Ed

COUN 5720 Internship I – School Setting (300 hours)

COUN 5721 Internship II – School Setting (300 hours)

This form is an unofficial worksheet that constitutes the UNTD Counseling Program faculty’s best judgment regarding certification and endorsement requirements. The official UNTD School Counselor Certification Completion Plan is issued
by the Graduate Admissions office. Ultimate responsibility for meeting requirements rests with the student. Each student is strongly urged to obtain a copy of current requirements from the office of the State Board for Educator’s Certification (SBEC), formerly Texas Education Agency, at [http://www.tea.state.tx.us/Guidance_Counseling_FAQ.html#q4](http://www.tea.state.tx.us/Guidance_Counseling_FAQ.html#q4).

**STUDENTS NEEDING COUN 5720, COUN 5721, and/or MORE THAT NINE (9) CREDIT HOURS MUST GO THROUGH THE MASTER’S ADMISSION PROCESS and be admitted to the Counseling Program before enrolling in any deficiency coursework. Admission materials can be found at [http://dallas.unt.edu/admissions/graduate](http://dallas.unt.edu/admissions/graduate) The Counseling Program faculty reserves the right not to accept credit for deficiency coursework completed before prerequisites to that coursework, such as admission to the Counseling Program, were completed.**

**Please send copies of transcripts along with this form** to UNTD Graduate Admissions, 7300 University Hills Blvd., Dallas Texas, 75241-4600.

______________________________                       _________________________
Students Signature                                                              Date

______________________________                         ________________________
Faculty Advisor                                                                      Date