OKLAHOMA Education
Teacher Certification Section

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. In addition, applicants must not have any failed required teacher education courses.

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 counseling experience *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 directly to counseling (i.e. Social Work, Counseling, Applied Behavior Analysis, Rehabilitation Counseling, Human Relations with a counseling focus) *or* b. 15+ graduate credit hours in a field that corresponds directly to counseling and one year or more of full-time qualified counseling experience *or* c. Three years or more of full-time qualified counseling experience (requires an employer letter) *or* d. Publication of an article in a peer-reviewed academic journal regarding school counseling *or* e. Current professional licensure in one of the following: LCSW, LPC, LMFT, LBP, LADC

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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	Up to 90 hours will be assigned

Process Overview

1. Apply for evaluation
    a. Submit current resume and any relevant professional license/certificate
    b. Send official transcripts from **all** colleges/universities attended
    c. Once the above items are received and accepted, pay $50
2. Wait for the evaluation to be completed. 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 section above)
5. Apply for standard certificate
    a. (If applicable) submit a signed district letter verifying professional development
    b. Send updated official transcript(s)
    c. Once the above items are received and accepted, pay $50