



**Graduate Degree Program – Non-Degree Certification Only Program in School Counseling
Leading to Standard Certification as a School Guidance Counselor, P-12**

Admission Requirements:

To be admitted into this program, candidates must meet all minimal criteria described on the “Transition Points” page under “Transition Point 1: Admission to Education Preparation Programs.”

Prerequisites: Master’s Degree in School Counseling; Valid Kentucky Provisional Guidance Certificate + 1 Year Experience as a School Counselor

Required Coursework—6 hours

Professional Courses – 6 hrs

____ CNS 556 – 3 hrs

____ CNS 666 – 3hrs

Important Notes:

Minimum GPA required for certification: 3.0

Mid-Point Assessment Requirements:

To be admitted into the Practicum, candidates must meet all minimal criteria that apply to this program described on the “Transition Points” page under “Transition Point 2: Admission to Final Experience.”

Program Completion Requirements:

1. To complete this program, candidates must meet all minimal criteria that apply to this program described on the “Transition Points” page under “Transition Point 3: Program Exit.”
2. Rules and regulations governing the completion of this program of study have been described above and on the next page. By signing below, you are acknowledging that you understand and accept responsibility for meeting these requirements.

Candidate’s Name (printed)

Education Advisor’s Signature/Date

Candidate’s Signature/Date

Specialization Advisor’s Signature/Date

**Delineation of Unit/Program Transition Points – Advanced Preparation
(For all School Counseling Programs)**

Transition Point 1: Admission to Education Preparation Programs			
Data Reviewed	Minimal Criteria for Admission/Continuation	Review Cycle	Reviewed By
<u>Unit Level Data:</u> <ul style="list-style-type: none"> ▪ Admission Application ▪ Undergraduate Degree ▪ GAP Score (UG GPA x GRE) ▪ Teaching Certificate 	<ul style="list-style-type: none"> ▪ Completion of application ▪ Evidence of degree ▪ 2200+ ▪ Evidence of certificate 	Each Month	Graduate Studies
Transition Point 2: Admission to Practicum			
Data Reviewed	Minimal Criteria for Continuation	Review Cycle	Reviewed By
<u>Program Specific Data</u> <ul style="list-style-type: none"> ▪ Completion of Course Pre-Requisites ▪ Admission to Counseling Programs ▪ KSP Criminal Background Check ▪ Approved Practicum Site ▪ Signed Prospectus ▪ Acceptable Dispositions 	<ul style="list-style-type: none"> ▪ Advisor approved program ▪ Faculty approved application ▪ Meets program requirements ▪ As approved by practicum instructor ▪ Original in student file ▪ Minimum 3 or 4 on all Dispositions 	At time of admission. Practicum is a restricted course.	Practicum Faculty
Transition Point 3: Program Exit			
Data Reviewed	Minimal Criteria for Exit	Review Cycle	Reviewed By
<u>Program Specific Data</u> <ul style="list-style-type: none"> ▪ Completion of Practicum Experience ▪ Pass Comprehensive Examination ▪ Acceptable Dispositions 	<ul style="list-style-type: none"> ▪ Acceptable Site Supervisor Evaluation ▪ Acceptable Mid-Term Evaluation ▪ Practicum Log with Minimum Hours ▪ Acceptable Practicum Portfolio ▪ Minimum 70% on Multiple Choice Exam ▪ Minimum 70% on Essay Questions ▪ Minimum 3 or 4 on all Dispositions 	When Form E is Signed.	Department Head

Remediation Opportunities:

TP 2: Candidates may request additional instruction from faculty and may resubmit Critical Performances in order to improve their scores.

TP 3: Candidates may request additional instruction from faculty and may retake the comprehensive exam.

EPSB Disclaimer: Teacher certification requirements are subject to change. Before registering for the test(s), please refer to the Education Professional Standards Board (EPSB) website at www.epsb.ky.gov for current requirements or contact the Division of Professional Learning and Assessment at 502-564-4606 or toll free 888-598-7667.