THE UNIVERSITY OF TEXAS AT SAN ANTONIO
MASTER OF ARTS DEGREE IN COUNSELING
SCHOOL COUNSELING CERTIFICATION PROGRAM (SCCP)

The University of Texas at San Antonio School Counselor Certification Program (SCCP) is a 48-semester hour program intended for individuals who wish to obtain the State Board of Educator Certification (SBEC) school counselor certificate in conjunction with the Master of Arts in Counseling degree.

SCCP ADMISSION REQUIREMENTS

The Department of Counseling wishes to provide students enrolling in the UTSA Master of Arts in Counseling degree program the opportunity to learn about various professional counseling settings before selecting their choice of professional practice setting. Therefore, students may begin application to the UTSA School Counselor Certification Program the semester after completing their Introduction to School Counseling and Counseling Theories courses (typically after completing their first semester) The application process will remain open until the semester prior to taking the practicum class.

Requirements for admission include:

___ Admission into the UTSA Master of Arts in Counseling degree program.

___ Affidavit of a clear and current criminal background check completed prior to applying.

___ A grade of B or above in the UTSA Department of Counseling Introduction to School Counseling class (COU 5103). This class provides an introduction into comprehensive and developmental guidance and counseling model (Texas Education Code [TEC] 33.005), school counselor roles (TEC 33.006-007), and other professional standards applicable to working in public schools.

___ A satisfactory Fitness to Practice assessment completed by the faculty member who taught the applicant’s Introduction to School Counseling class (COU 5103). This assessment is made of all students to assess and monitor the development of behaviors, attitudes, and competencies required for ethical, responsible, and professional practice as counselors-in-training.

___ A 200 to 500 word document (typed) describing the applicant’s work with children or adolescents in schools, after school programs, as a volunteer, etc. (Attach the statement to the application packet.)

___ An Advising Sheet with the student’s and advisor’s signatures, indicating the student’s acknowledgement of all coursework required for completion of the degree program in the
school counseling track. (This includes 48 hours of required coursework and supervised clinical training that address SBEC Standards Required for School Counselor Certification).

School Counseling Course Sequence:

<table>
<thead>
<tr>
<th>COURSE</th>
<th>Fall</th>
<th>Spring</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>COU 5103 Intro SC</td>
<td>COU 5253 Child/Adol COU</td>
<td>COU 5283 Multicultural</td>
<td>COU 5683 Practicum</td>
</tr>
<tr>
<td>COU 5213 Theories</td>
<td>COU 5393 Skills</td>
<td>COU 5233 Group</td>
<td>COU 6003 Consultation</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>COURSE</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
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Clinical Field Work Requirements:
Field work requirements are structured to address standards set forth by the Texas Administrative Code 228.35 and the Council for Accreditation of Counseling and Related Educational Programs (CACREP). School counseling students participate in 100 hours of practicum prior to internship for the purpose of developing basic counseling skills and integrating professional knowledge. Practicum supervision requirements are as follows.

<table>
<thead>
<tr>
<th>Location</th>
<th>Clinical Supervisor</th>
<th>Time</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>University-classroom</td>
<td>University faculty</td>
<td>One and one half (1½) hours per week</td>
<td>Group</td>
</tr>
<tr>
<td>University – individual meeting</td>
<td>Program faculty, doctoral student, university supervisor</td>
<td>One (1) hour per week</td>
<td>Individual or triadic</td>
</tr>
<tr>
<td>School Site</td>
<td>Site supervisor</td>
<td>One (1) hour per week</td>
<td>Individual, triadic, group</td>
</tr>
</tbody>
</table>

An internship of six hundred hours follows the 100-hour practicum. The internship is the counseling program’s capstone clinical designed to help students refine and enhance basic counseling skills and integrate and authenticate their professional knowledge and skills appropriate to their setting. There are three ways to complete the 600 hours of internship experience. Students enrolled in the program part-time complete three 200-hour internships. Students enrolled in the program full-time and can dedicate 20 hours or more a week to a school site can complete two 300-hour internships. (See School Counseling Course Sequence above)

**Internship supervision requirements:**

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The Texas Education Agency (TEA) requires that students enrolled in a field experience in a school counseling preparation program be observed by an assigned field supervisor (Texas Administrative Code [TAC] 228.35). At UTSA, all three required 45 minute formal observations occur in the internship classes. The first two observations occur in Internship I. The final observation occurs in Internship II. Student can expect written feedback from the field supervisor. A copy of the written feedback will also be provided to the campus administrator.
Additional information about course work, field experiences, and other required activities can be found in the UTSA Department of Counseling’s Clinical Training Manual.

Comprehensive Examination

All students are expected to pass a departmental comprehensive examination, typically taken either after the 41 credit hours of academic coursework have been completed, or during one of the last two semesters of internship.

SCCP APPLICATION PROCEDURES

The full SCCP application packet is available on Department of Counseling website at: http://education.utsa.edu/counseling

SCCP Application Deadlines

Students interested in beginning SCCP the fall semester must submit a completed application packet by May 1 of the previous spring semester. Students interested in beginning SCCP in the spring semester must submit a completed application packet by September 1 of the previous fall semester.

Incomplete applications will NOT be accepted. Applications may be mailed, and postmarks will be honored.

Mailing Address:

Mail completed application packets to:

Kristina Talamantez
Department of Counseling
College of Education and Human Development, University of Texas at San Antonio
501 Cesar E. Chavez, DB 4.122.
San Antonio, TX 78207-4415

No calls please. You will be notified upon application review and determination.

ETHICAL CODES

Full copies of the ethical codes found on the application form are available at:

http://www.counseling.org/Resources/CodeOfEthics/TP/Home/CT2.asp
School Counseling Certification Program (SCCP) APPLICATION

Please submit this form by SCCP Deadline:
For Fall Entry: May 1 of previous spring semester
For Spring Entry: September 1 of previous fall semester

Name: ___________________________ Phone: ___________________________
Address: ___________________________ Phone (cell/other): ______________
City/State: ___________________________ E-mail: ___________________________

Please assure the following forms are included in your Application Packet:

- Transcript of most current UTSA Masters of Counseling program grades (Attached)
- Copy of Fitness to Practice assessment from COU 5103 (Attached)
- Affidavit of clear and current criminal background check (Attached)
- Advising Sheet signed by student and advisor (Attached)
- 200-500 word document of related experience with children/adolescents (Attached)

I understand that I must abide by all state and program requirements in order to complete the UTSA School Counselor Certification Program. I understand that if my GPA falls below a 3.0 any time during the program, I will be ineligible to continue in the certification program. I also understand that if for any reason I am removed from the program, I must complete all conditions of re-admission as stated in the Dean’s condition sheet or in the Graduate catalog, including but not limited to background work.

I affirm that I will comply with standard practices and ethical conduct toward students, professional colleagues, school officials, parents, and members of the community and shall safeguard academic freedom, as set forth by the Texas Administrative §Code247.2.

Furthermore, I affirm that I will comply with the standards of practice and ethical conduct as set forth in the American Counseling Association (ACA) Code of Ethics (2005), the American School Counselor Association (ASCA) Ethical Standards for School Counselors (2010), and other ethical guidelines of the counseling profession that will guide my work with students and other members of the school community.

I also certify that I am not currently enrolled in another school counselor certification program.

Printed Name: ___________________________ Signature: ___________________________
Date: ___________________________