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To: Deans and Directors of New York State School Counseling Programs

From: Leslie E. Templeman, Director   
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Subject: Guidance Related to Commissioner's Regulations §52.21(d) for Institutions with Registered Programs Leading to Certification in School Counseling

### Background

In October 2013, the New York State Board of Regents (Regents) directed the New York State Education Department (Department) to establish a representative workgroup, the School Counselor Advisory Council (SCAC), to review the preparation of school counselors in New York. School counseling program registration regulations were drafted based on feedback from the SCAC. In May 2017, the Regents approved new program registration requirements for New York State school counseling programs leading to Initial and Professional certification.

The regulations for programs leading to Initial and Professional certification in school counseling are in the New York Code of Rules and Regulations, Title 8, Chapter II, Subchapter A, Part 52, §52.21(d). In addition to meeting the new §52.21(d) requirements, programs leading to school counseling certification are also required to meet the general program requirements in Parts 50, 52, 53 and 54 of the Commissioner's Regulations.

Based upon feedback from the School Counseling Advisory Workgroup, established in 2018 to assist the Department in developing guidance and an application form for registering school counseling programs, in July 2019, the Regents made some amendments to §52.21(d), including extending the timeline for institutions of higher education to register their programs under the new requirements from September 2020 to September 2021.

Institutions that want to prepare new candidates for certification as school counselors, beginning in the fall 2021 semester and thereafter, must register programs that meet the new registration requirements and lead to Initial, Initial/Professional, or Professional certification in school counseling.

More information about the development of the new school counseling program regulations is provided at the end of this guidance document.

### The Transition for Currently Registered Programs

Programs currently registered to lead to school counseling certification may continue to be offered until February 1, 2023 in order to allow candidates, enrolled in these programs prior to the fall 2021 semester, to complete requirements for Provisional certification. Institutions must ensure that candidates enrolled in programs that lead to Provisional certification meet all requirements and apply for Provisional certification by February 1, 2023. The Provisional School Counselor certificate will no longer be issued after February 1, 2023.

Programs currently registered to lead to Permanent school counseling certification ONLY remain registered February 1, 2023. These programs remain registered so that candidates holding valid Provisional school counseling certification will continue to have a pathway to Permanent certification. These programs may remain registered until the Department determines that Permanent certificates in school counseling will no longer be issued. (Programs that currently lead to Provisional and Permanent certification can be changed to lead to Permanent certification only. A program change application should be submitted to request that change.)

The Internship certificate will continue to be an option. Commissioner's Regulations §80-5.9 allow candidates enrolled in registered programs leading to certification in school counseling to apply to the Department for an Internship certificate upon completion of at least one-half of a program's semester hour requirement. The Internship certificate will be issued only to candidates: 1) enrolled in registered programs; 2) under appropriate supervision; and 3) for a non-renewable two-year term.

### Submission of Applications to Register New School Counseling Programs

Institutions wanting to prepare candidates in one or more school counseling programs leading to Initial and/or Professional certification beginning in the fall of 2021 will need to submit an application to register these program/s under §52.21(d).

The Department has developed a new program registration application form to register new school counseling programs. This form is available on the Office of College and University Evaluation's website at:

Institutions must show how the proposed programs meet both of the following practicum and internship requirements:

- 100-hour practicum required in 48-semester hour and 60-semester hour programs; and
- 600-hour internship required in 48-semester hour and 60-semester hour programs.

### Timeline

March 1, 2021: Last date to submit applications for the registration of school counseling programs leading to Initial and/or Professional certification in school counseling to assure review and registration in time to meet the new regulations by September 1, 2021. Applications submitted after March 1, 2021 will be reviewed but cannot be guaranteed review and registration \_\_\_\_\_ for a fall 2021 semester start.

September 1, 2021: Date by which all programs preparing new candidates for Initial and/or Professional certification in school counseling must meet the new program regulations for fall 2021 semester enrollment.

Fall 2021: The semester new school counseling candidates will enroll in programs registered to lead to Initial and/or Professional school counseling certification.

February 1, 2023:

- o Last date that candidates can apply for a School Counselor Provisional certificate, including paying the application fee. Please note that candidates must also \_\_\_\_\_ for the Provisional certificate by this date.
- o Last date for individuals who hold an expired School Counselor Provisional certificate, (and are not eligible for a time extension or Provisional Renewal certificate), to apply for a School Counselor Permanent certificate, including paying the application fee and \_\_\_\_\_ for the Permanent certificate.

February 2, 2023: First date that candidates can apply for the Initial or Professional certificates in school counseling. Provisional School Counselor certificates will no longer be issued on and after February 2, 2023.

## Q and A

This section responds to questions that the Department received from the field. If institutions have additional questions, please send them with your contact information to the Office of College and University Evaluation (OCUE) at [ocueinfo@nysed.gov](mailto:ocueinfo@nysed.gov). OCUE may issue updated guidance as needed.

### Impact of the New Regulations on Currently Registered School Counseling Programs Leading to Provisional and/or Permanent Certification and Candidates in Those Programs

1. What happens to school counseling programs that lead to Provisional certification and the candidates in those programs on September 1, 2021?

Answer: Programs that lead to Provisional certification may continue and institutions will be able to recommend candidates in programs leading to Provisional certification through February 1, 2023. Beginning with the fall 2021 semester, all school counseling programs admitting new candidates for school counseling certification must lead to Initial or Initial/Professional certification. (See Question 5.)

2. Will candidates already enrolled in programs registered to lead to Provisional and/or Permanent certification



candidate would apply for Permanent certification to the Office of Teaching Initiatives through the individual evaluation pathway. (See Question 5.)

9. If we admit a candidate who holds Provisional certification into a program that leads to certification (e.g., a 48-semester hour graduate program), what coursework, if any, will the candidate have to complete to be recommended for \_\_\_\_\_ certification in school counseling?

Answer: While regulations do not \_\_\_\_\_ candidates with \_\_\_\_\_ school counselor certification from being admitted into programs registered to lead to \_\_\_\_\_ or \_\_\_\_\_ certification, institutions cannot \_\_\_\_\_ these candidates for Initial or Initial/Professional certification unless the candidates have completed all program requirements for Initial and/or Professional certification. This includes completing the 100-hour practicum and 600-hour internship and their required components.

Can a candidate who holds \_\_\_\_\_ certification be recommended for \_\_\_\_\_ certification?

\_\_\_\_\_ certification in school counseling can be recommended for Professional certification.

11. What are the last day institutions can recommend candidates for Provisional certification?

Answer: Institutions with registered programs that lead to Provisional certification can recommend candidates for Provisional certification



60-Semester Hour Programs Leading to Initial/Professional Certification

15. What curricula must be included in 60-semester hour programs leading to Initial/Professional certification?

Answer: Per Commissioner's Regulations §52.21(d), programs in school counseling leading to both Initial and Professional certification " must lead to a master's degree, with a minimum of 60-



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18.

22. What must the

25. What if there is no certified school counselor in the building to supervise the candidate?

Answer: Commissioner's Regulations provide for flexibility of the mentoring if the school district in which the candidate is placed doesn't have a certified school counselor in the school where the placement occurs. For example, a school counselor candidate could be placed in a school district's K-5 building and be supervised by the district's school counselor that works in the district's middle school (grades 6-8).

26. Regulations require institutions to provide two 300-hour internships, one in grades K-8 and one in grades 9-12. \_\_\_\_\_ institutions provide students two 300-hour internship experiences at these two different grade levels?

Answer: Yes, there \_\_\_\_\_ 300-hour internships for the Department to register the program. The Board of Regents wanted to ensure that institutions registering school counseling programs under the new regulations are preparing school counselors for the elementary grade levels as well as the secondary levels, and therefore approved the requirement for two 300-hour internships, one in grades K-8, which includes elementary and middle school, and one in grades 9-12.

27. Would a single internship in a grade 7-12 school be acceptable, since it includes both middle and high school grades?

Answer: No. Commissioner's Regulations require that the internship includes both K-8 and 9-12 experiences. Three-hundred (300) clock hours



institutions to register their school counseling programs under the new regulations was extended for one year from September 2020 to September 2021 to give institutions additional time to register new programs. Another change made by the Regents was removing references to the Department defining the “subareas” of the eight core content areas in guidance.

The May 2017 and July 2019 Board of Regents meeting items are linked below:

[May 2017 Board of Regents Item](#)

[July 2019 Board of Regents Item](#)