



**Board of Behavioral Sciences**  
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[www.bbs.ca.gov](http://www.bbs.ca.gov)



## LICENSED PROFESSIONAL CLINICAL COUNSELOR REMEDIAL COURSEWORK CERTIFICATION

### “GRANDPARENT” METHOD FOR NON-BBS-LICENSED APPLICANTS

(Please type or print clearly in ink)

|                         |                            |       |        |
|-------------------------|----------------------------|-------|--------|
| Applicant Name:         | Last                       | First | Middle |
| Social Security Number: | Enrollment Date mm/dd/yyyy |       |        |

**ALL APPLICANTS:** This form is to be completed by the school's Chief Academic Officer or authorized designee. Use a separate form for each school. Please ensure that the school provides this completed form to you **IN A SEALED ENVELOPE**, and enclose it with your application. Also enclose official proof of completion in the form of a sealed transcript. If required course content is not clearly described in the course title, submit a copy of the syllabus and/or other documentation. You must submit a syllabus for all coursework completed out-of-state, listed on this form, except as specified in Item III.F in the Instructions. This form is for informational purposes only. The Board reserves the right to require additional information to verify course content.

**APPLICANTS WITH A DEGREE ISSUED PRIOR TO 1996:** The purpose of this form is to verify completion of a maximum of three (3) core content areas of coursework gained outside of your degree program as permitted by Business and Professions Code (BPC) Section 4999.54(a)(1)(A)(ii).

**APPLICANTS WITH A DEGREE ISSUED IN OR AFTER 1996:** The purpose of this form is to verify completion of a maximum of two (2) core content areas of coursework gained outside of your degree program as permitted by Business and Professions Code (BPC) Section 4999.54(a)(1)(A)(iii).

**COUNSELOR EDUCATORS:** If you are a counselor educator, you may receive credit for a maximum of two (2) core content areas not contained in your degree if you provide proof that the coursework taught included the equivalent of the required core content areas in a graduate program in counseling or a related area (BPC Section 4999.54(a)(1)(A)(i)).

**EDUCATIONAL INSTITUTION:** The applicant named above is applying for licensure as a professional clinical counselor. In order to permit the Board to evaluate the applicant's educational qualifications accurately, we request completion of this form by the institution where **the applicant completed education separately from his or her qualifying degree program**. Please provide the applicant with the original completed form **IN A SEALED ENVELOPE**. Instruct the applicant to enclose the sealed envelope with his or her application. **Mark one:**  *Semester units*  *Quarter units*

**INITIAL** **CORE CONTENT AREAS:** Initial each line below to indicate the applicant's completion of the coursework listed. Provide the number of units completed and relevant course number(s). Complete the certification on the other side of this form.

- \_\_\_\_\_ A. Counseling and psychotherapeutic theories and techniques, including the counseling process in a multicultural society, an orientation to wellness and prevention, counseling theories to assist in selection of appropriate counseling interventions, models of counseling consistent with current professional research and practice, development of a personal model of counseling, and multidisciplinary responses to crises, emergencies, and disasters (BPC Section 4999.32(c)(1)(A)).
- Number of units completed: \_\_\_\_\_ Course number(s): \_\_\_\_\_
- \_\_\_\_\_ B. Human growth and development across the lifespan, including normal and abnormal behavior and an understanding of developmental crises, disability, psychopathology, and situational and environmental factors that affect both normal and abnormal behavior (BPC Section 4999.32(c)(1)(B)).
- Number of units completed: \_\_\_\_\_ Course number(s): \_\_\_\_\_
- \_\_\_\_\_ C. Career development theories and techniques, including career development decision-making models and interrelationships among and between work, family, and other life roles and factors, including the role of multicultural issues in career development (BPC Section 4999.32(c)(1)(C)).
- Number of units completed: \_\_\_\_\_ Course number(s): \_\_\_\_\_
- \_\_\_\_\_ D. Group counseling theories and techniques, including principles of group dynamics, group process components, developmental stage theories, therapeutic factors of group work, group leadership styles and approaches, pertinent research and literature, group counseling methods, and evaluation of effectiveness (BPC Section 4999.32(c)(1)(D)).
- Number of units completed: \_\_\_\_\_ Course number(s): \_\_\_\_\_
- \_\_\_\_\_ E. Assessment, appraisal, and testing of individuals, including basic concepts of standardized and non-standardized testing and other assessment techniques, norm-referenced and criterion-referenced assessment, statistical concepts, social and cultural factors related to assessment and evaluation of individuals and groups, and ethical strategies for selecting, administering, and interpreting assessment instruments and techniques in counseling (BPC Section 4999.32(c)(1)(E)).

Number of units completed: \_\_\_\_\_ Course number(s): \_\_\_\_\_

**INITIAL**

\_\_\_\_\_ F. Multicultural counseling theories and techniques, including counselors' roles in developing cultural self-awareness, identity development, promoting cultural social justice, individual and community strategies for working with and advocating for diverse populations, and counselors' roles in eliminating biases and prejudices, and processes of intentional and unintentional oppression and discrimination (BPC Section 4999.32(c)(1)(F)).

Number of units completed: \_\_\_\_\_ Course number(s): \_\_\_\_\_

\_\_\_\_\_ G. Principles of the diagnostic process, including differential diagnosis, and the use of current diagnostic tools, such as the current edition of the Diagnostic and Statistical Manual, the impact of co-occurring substance use disorders or medical psychological disorders, established diagnostic criteria for mental or emotional disorders, and the treatment modalities and placement criteria within the continuum of care (BPC Section 4999.32(c)(1)(G)).

Number of units completed: \_\_\_\_\_ Course number(s): \_\_\_\_\_

\_\_\_\_\_ H. Research and evaluation, including studies that provide an understanding of research methods, statistical analysis, the use of research to inform evidence-based practice, the importance of research in advancing the profession of counseling, and statistical methods used in conducting research, needs assessment, and program evaluation (BPC Section 4999.32(c)(1)(H)).

Number of units completed: \_\_\_\_\_ Course number(s): \_\_\_\_\_

\_\_\_\_\_ I. Professional orientation, ethics, and law in counseling, including professional ethical standards and legal considerations, licensing law and process, regulatory laws that delineate the profession's scope of practice, counselor-client privilege, confidentiality, the client dangerous to self or others, treatment of minors with or without parental consent, relationship between practitioner's sense of self and human values, functions and relationships with other human service providers, strategies for collaboration, and advocacy processes needed to address institutional and social barriers that impeded access, equity, and success for clients (BPC Section 4999.32(c)(1)(I)).

Number of units completed: \_\_\_\_\_ Course number(s): \_\_\_\_\_

**CERTIFICATION**

I certify that all of the foregoing is true and correct.

\_\_\_\_\_  
Signature of Chief Academic Officer or Authorized Designee

\_\_\_\_\_  
Name of Institution

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Institution Accredited or Approved by

\_\_\_\_\_  
Date Signed