Appointment for School Counselor Position

1) Eligibility for Texas Probationary School Counselor Certification - Deficiency plan process & School Counselor position seeking process

   a) Contact Gilbert Antunez & Dr. Yvette Castillo for verification of eligibility.
   b) Provide proof of 2 years of credible teaching experience by submitting TEA service record from your school district. You can obtain the service record form from the HR department.
   c) Provide proof of admittance into the school counseling program at WTAMU in addition to your official degree plan.
   d) Fulfillment of program prerequisites (12 hours) in addition to a minimum of 30 hours from the following courses: COUN 6305, 6306, 6308, 6324, 6327, 6328, 6330, 6372, 6375, & EDPD 6329.
   e) Apply for a deficiency plan through Gilbert Antunez.
   f) Once you have secured a position as a school counselor, provide a copy of your school counseling position contract.
   g) Submit TEA statement of eligibility for internship (will obtain from G Antunez).
   h) Obtain instructions on how to apply for probationary certification.

2) Eligibility for Texas Standard School Counseling Certification

   i) Complete all program requirements
      ● 54 hours of degree plan coursework
      ● Successful completion of Comprehensive Exams
      ● Successful completion of TExES Test, # 152 – EC-12 School Counseling Exam
      ● Submit official transcript certifying MEd degree in School Counseling to Gilbert

2) Eligibility for Emergency Permit (District decision, not WT protocol)

   j) All candidates that consider this route are considered “non-highly qualified” on this permit due to lacking appropriate coursework and/or the degree.
   k) District applies for this TEA emergency permit and is responsible for contacting G Antunez
   l) Candidates have to interview with Counselor Education program and officially become admitted into the program.
   m) Apply for a deficiency plan with G Antunez.
   n) Hiring district’s administration must guide this process and contact G Antunez.