

BOARD OF PROFESSIONAL COUNSELORS AND THERAPISTS

4201 Patterson Avenue, Suite 316

Baltimore, Maryland 21215

410-764-4732 or 410-764-4735

www.dhmh.maryland.gov/bopc/

410-358-1610 (FAX)

Pre-application Credentials Evaluation

Do you ever wonder if the courses you have taken will meet the requirements for licensure? Or, do you have questions about a course or courses you would like to take? You can get assistance from the Board by completing a “Pre-application Credentials Evaluation Review.”

1. Fill out Course Description Form (attached). Include all courses you want evaluated in the appropriate box. *(Touch the “tab” key or the arrow keys on your keyboard to insert your responses. Or, you may print out and complete by hand.)*
2. Include your name and mailing address on the Form.
3. Include unofficial transcript(s).
4. **Include Catalog Course Description(s) of course(s), if the title(s) of your course(s) are different from those listed on the Course Form.** Failure to do so will delay the review of your application and will result in an additional fee for a subsequent review.
5. **Include \$50.00 Fee - Make your check payable to the Board of Professional Counselors and Therapists**
6. Return your information to the Board of Professional Counselors and Therapists at 4201 Patterson Avenue, Suite 316, Baltimore, MD 21215.
7. The Board will review your information and respond to you in writing.

COURSE DESCRIPTION FORM

Maryland Board of Professional Counselors and Therapists

4201 Patterson Avenue, Baltimore, MD 21215
 Main Number 410-764-4732- (fax) 410-358-1610
www.dhmf.maryland.gov/bopc/

Name:	Street:	City:	State/Zip:
Home or Cell Phone:		Work Phone:	
College/University:		Degree:	Year:
Major:		Minor:	

I AM APPLYING FOR LCPC LGPC

Complete this form. Be sure to add your courses to total 60 credits or 90 quarter credits for (MA degree) or 90 credits or 120 qtr. credits for (Ph.D.). All courses must be **graduate-level** and from an accredited college.

Each course must be 3 graduate credits or 5 Quarter credits. A course applied to one core area cannot be used again to fulfill another core area. Do not list courses unrelated to counseling. You must include college catalog description(s) or course syllabi if the titles of *your* courses are different from the courses listed on this form. Education requirements and examples of courses can be found at:
<http://dhmf.state.md.us/bopc/html/profcounselor.html>.

Applications will be returned if you do not include descriptions and you will be charged another review fee.

	<i>Required Courses</i>	<i>Write in Course Number(s) & Course Title(s)</i>	<i>Credits Earned</i>	<i>College/University</i>	<i>Date</i>	<i>Grade</i>
	(a) Human Growth & Development					
	(b) Social & Cultural Foundation of Counseling					
	(c) Counseling Theory					
	(d) Counseling Techniques					
	(e) Group Dynamics, Processing & Counseling					
	(f) Lifestyle & Career Development					

	<i>Required Courses</i>	<i>Write in Course Number(s) & Course Title(s)</i>	<i>Credits Earned</i>	<i>College/University</i>	<i>Date</i>	<i>Grade</i>
	(g) Appraisal & Diagnosis of Individual					
	(h) Research & Evaluation					
	(i) Professional, Legal & Ethical Responsibilities					
	(j) Marriage & Family Therapy					
	(k) Alcohol and Drug Counseling					
	(l) Supervised Field Experience					
	(m) Diagnosis & Psychopathology					
	(n) Psychotherapy & Treatment of Mental and Emotional Disorders					

Total credits earned

All applicants must show 60 graduate credits. Applicants are eligible to take the National Examination and State Law Test upon completing the education requirements.

ADDITIONAL COURSES

	<i>Course Name</i>	<i>Course Number(s)</i>	<i>Credits Earned</i>	<i>College/University</i>	<i>Date</i>	<i>Grade</i>

Reviewer Comments: (Do not write in the space):