

Minnesota Board of Behavioral Health and Therapy

Supervised Field Experience

Directions:

1. To be eligible for licensure, applicants must complete 700 hours of supervised field experience as part of their graduate degree program. This may include practicum, internship, residency, practical or clinical training. However, Minn. Stat. sec. 148B.5310, subd. (1)(b) allows applicants to complete the educational field experience requirement post-degree if (1) field experiences are completed through an institution of higher education that is accredited by a regional accrediting organization recognized by the Council for Higher Education Accreditation (CHEA) or through a counseling program recognized by the Council for Accreditation of Counseling and Related Education Programs (CACREP); and (2) the field experience is taken and passed for credit.
2. You must list each location at which you received supervised practice experience for your education.
3. **If your official transcript does not reflect completion of 700 clock hours of supervised field experience (only lists credits earned) you will need to request other official verification.** This may be accomplished by having the program director or equivalent from your school submit a letter directly to the Board office, verifying 700 hours of supervised field experience. In the alternative, you may have your site supervisor(s) submit a verification letter directly to the Board office if the supervisor indicates their professional title and their professional relationship to you (for example "site supervisor"). The verification letter(s) must list the clock hours that were accrued.

(Attach additional page(s) if necessary)

| COLLEGE or UNIVERSITY NAME | NAME OF SITE SUPERVISOR & FIELD EXPERIENCE LOCATION (Name, City, State) | DATES OF FIELD EXPERIENCE | | Total Clock Hours Earned |
|----------------------------------|--|------------------------------|--------------------|--------------------------------|
| | | FROM (Month/Year) | TO (Month/Year) | |
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