School Counselor Licensure Information

The following information relates to obtaining or renewing a Minnesota School Counselor License per MN Rule 8710.6400. A school counselor is authorized to provide school counseling services that focus on the promotion of preventive and educational strategies to enhance the cognitive, emotional, and behavioral development; effective decision-making skills; and resiliency capabilities to kindergarten through grade 12 students.

**Tier 1 License**
A Tier 1 license for school counselor is not available.

**Tier 2 License**
A Tier 2 license is valid for two years and expires on June 30 of the expiration year. This license may be renewed up to three times. When applying for a Tier 2 license, use the Tier 2 Related Services Application.

### Initial Tier 2 Application Requirements
Applicant must:
1. hold a master’s degree in counseling, OR
2. hold a bachelor’s degree, provide evidence of enrollment in an accredited school counselor program, and have completed 24 semester credits in school-counseling-specific coursework or content. If enrolled in a program, the program provider where the applicant is enrolled must:
   a. verify completion of at least 24 semester credits in school-counseling-specific coursework or content (transcripts may be used as documentation),
   b. affirm the program provider will assist the candidate in designing the learning experience,
   c. affirm that the applicant is prepared for the learning experience, AND
   d. provide supervision of the candidate.

Hiring District must:
1. request a Tier 2 license from the Board, AND
2. affirm that the candidate will participate in an evaluation.

If the candidate is enrolled in a school counselor program, the hiring district must also:
   a. assign a Tier 3 or Tier 4 licensed school counselor to supervise the candidate,
   b. affirm the position is designed as a learning experience for the candidate, AND
   c. affirm that the candidate will not replace a Tier 3 or Tier 4 licensed school counselor.

### Renewal of a Tier 2 License
1. If the Tier 2 license was issued through program enrollment, the applicant must show meaningful progress, as defined by the provider, has been made toward completion of the program and a Tier 3 license.
2. The hiring district verifies, for every renewal, that the applicant participated in:
   a. mentorship and evaluation per the district’s teacher development and evaluation.
**Tier 3 License**
A Tier 3 license is valid for three years and expires on June 30 of the expiration year. This license may be renewed indefinitely. When applying for a Tier 3 license, use the Tier 3 License Application.

**Initial Tier 3 Application Requirements**
The applicant must:
1. hold a master’s degree or equivalent in school counseling from a regionally-accredited college or university, **AND**
2. verify completion of a state-approved or Council for the Accreditation of Counseling and Related Educational Services (CACREP) approved preparation program.

**Tier 4 License**
A Tier 4 license is valid for five years and expires on June 30 of the expiration year. This license may be renewed indefinitely. When applying for a Tier 4 license, use the Tier 4 License Application.

**Initial Tier 4 Application Requirements**
Applicant must:
1. meet all Tier 3 license requirements,
2. have three or more years working as a school counselor in Minnesota, **AND**
3. not have been placed on, or kept in, an improvement plan.

**Renewal of Tier 3 or Tier 4 License**
A school counselor must complete:
1. **75 clock hours**, including current mandatory requirements, if holding a Tier 3 license.
2. **125 clock hours**, including current mandatory requirements, if holding a Tier 4 license.

**Permissions**
The Professional Educator Licensing and Standards Board does not authorize or issue permissions for school counselors.

**Testing**
A school counselor is not required to pass content, pedagogy, or basic skills examinations to obtain or renew a school counselor license.