

Memorandum

March 3, 2020

From: Director of Online & Continuing Education
To: Academic Department Chair
Academic Dean
Associate VPAA

Subj: PROFESSIONAL LICENSURE/CERTIFICATION DISCLOSURE

Please review the Professional Licensure/Certification requirements for Provisionally Licensed Professional Counselor () in the state of Wyoming below. At the end of the document, please indicate if NSU Counseling: Clinical Mental Health Counseling (MSEd) and School Counseling (MSEd) degree/certificate program(s) meets or do not meet these pre-education requirements.

State	Wyoming
Professional Licensure/Certification Title	Provisionally Licensed Professional Counselor
Professional Licensure/Certification Short Title/Acronym	
PLC Agency	Wyoming Mental Health Professions Licensing Board
PLC Agency Address (Address)	2001 Capitol Ave, Room 105
PLC Agency Address (Address2)	
PLC Agency Address (City), (State, Zip Code)	Cheyenne WY 82002
PLC Agency Contact Name	
PLC Agency Point of Contact Title	
PLC Agency Contact Phone	(307) 777-7788
PLC Agency Contact Email	WyoMHPLB@wyo.gov
PLC Agency Website URL	https://mentalhealth.wyo.gov
Link to Rules/Regulations/Statutes	https://rules.wyo.gov/Search.aspx?mode=1
Link to Agency Regulations	https://mentalhealth.wyo.gov/professionals-1/all-counselor-apps
Parent Agency Name	Wyoming Department of Administration and Information
Reciprocity Agreement?	Other
Is the PLC Agency a member of a Reciprocity or Regional/National Compact	Individual application
Does the PLC Agency require educational institutions be approved in	No

the state where the individual will apply for PLC?	
URL for approval process information	
Accreditation required for Degree-Granting Institutions	Yes - Regional (HLC, SACS, MSCHE, etc.) Yes - Professional/Program Accreditation (ABA, AACSB, ACBSP, CAHME, etc.)
Degree Requirements to be eligible for Professional Licensure/Certification	Master Degree
The PLC Agency requires specific type of Education Hours to be eligible for PLC	Semester Credit Hours
Total Credit Hours above/Post Education Hours Required to be eligible for PLC	CACREP or CORE accredited program
Specific Education Undergraduate Requirements	
Specific Education Graduate Requirements	CACREP or CORE accredited program
Does the PLC Agency regulate Post-Licensure/Certification programs?	
Advanced Degree PLC Information	
URL to agency responsible for approving Post Education Licensure degree programs	
Does PLC Agency approval of a program for an advanced degree indicate eligibility to practice in that capacity	Yes
Agency Name and URL responsible for determining eligibility to practice	

What additional PLC Agency/State requirements must be met in order to practice in that capacity	
PLC Agency requires faculty/instructors to be licensed in the Licensing/Certification state to teach	
Does PLC Agency require Practicum/Internships/Field Work/Clinicals (PIFWC)?	Yes
PIFWC Required to be eligible for PLC	CACREP or CORE accredited program
PIFWC Requirement Details	CACREP or CORE accredited program
Does the PLC Agency or State require prior notification for PIFWC	No
Do Clinical instructors need to be licensed to supervise PIFWC?	Yes
PIFWC hours	CACREP or CORE accredited program
PIFWC setting	CACREP or CORE accredited program
PIFWC period	CACREP or CORE accredited program
PIFWC Supervisor requirements/qualifications	CACREP or CORE accredited program
Examinations Required	Yes
1. Examination Title	National Board for Certified Counselor's (NBCC) National Counselor Examination (NCE) or the National Clinical Mental Health Examination (NCMHHE); or the Certification Examination administered by the Commission on Rehabilitation Counselor Certification (CRCC).
2. Examination Title	
3. Examination Title	
4. Examination Title	
5. Examination Title	
6. Examination Title	
7. Examination Title	
8. Examination Title	
9. Examination Title	
10. Examination Title	
PLC Agency Requires:	

The NSU Counseling: Clinical Mental Health Counseling (MSEd) and School Counseling (MSEd) program(s).



Meets Wyoming Provisionally Licensed Professional Counselor () PLC pre-education requirements.

DOES NOT meet Wyoming Provisionally Licensed Professional Counselor () PLC pre-education requirements.

Additional information is needed to make determination:

Wyoming Provisionally Licensed Professional Counselor () PLC pre-education requirements reviewed by Northern State University Academics .

Department Chair Review:

APPROVAL CHAIR 03/24/20

Dean Review:

APPROVAL DEAN 03/05/20

Associate VPAA Review:

APPROVAL GRAD/VPAA 03/27/20

Website disclosure pages updated.

Director, Online & Continuing Education Review