

**MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION  
CERTIFICATION REQUIREMENTS FOR  
CAREER EDUCATION COUNSELOR**

**I. PROFESSIONAL REQUIREMENTS**

The career education counselor, initial student services certificate, valid for a period of four (4) years from the effective date on the certificate, will be issued to those persons meeting the following requirements:

- A.** The applicant must have secured a teaching position in their area of professional/technical preparation and/or training and the employing school district or postsecondary institution must request and endorse certification for the applicant; and
- B.** Completion of a minimum of a master's degree from an accredited institution in one (1) of the following areas: education, school counseling, counseling, rehabilitation counseling, vocational evaluation, counseling psychology, or a closely-related mental health discipline; and complete additional graduate course work specific to school counseling, as designated by the state-approved recommending certification official, including a supervised internship or field experience of at least three hundred (300) hours in an appropriate school setting.
- C.** The applicant must either:
  - 1.** Possess a bachelor's degree in education from a state-approved teacher preparation program; or
  - 2.** Complete a curriculum in teaching methods and practices, classroom management and the psychology of the exceptional child, as specified by the recommending certification officer of a state-approved program; and
- D.** Must achieve a score equal to or greater than the Missouri qualifying score on the assessments designated by the State Board of Education not to include the principles of learning and teaching.

**II. CAREER CONTINUOUS STUDENT SERVICES CERTIFICATE**

- A.** The career education counselor, career continuous student services certificate will be issued upon completion and verification of the following:
  - 1.** Four (4) years of state-approved career education counseling experience;
  - 2.** Participation in two (2) years of district-provided mentoring (during the first two (2) years of student services experience);
  - 3.** The development, implementation and completion of a professional development plan of at least forty (40) contact hours of professional development, or three (3) semester hours of graduate credit toward an advanced degree; and
  - 4.** Successful participation in an annual performance-based evaluation.
- B.** The career education counselor, career continuous student services certificate will remain valid upon verification of the following:
  - 1.** Participation in a performance-based system of evaluation; and
  - 2.** Participation in twenty (20) contact hours of professional development annually.
- C.** The career education counselor, career continuous student services certificate holder is exempt from additional professional development if the holder has a local professional development plan in place with the school and meets at least two (2) of the following:
  - 1.** Ten (10) years of state-approved career education counselor experience;
  - 2.** An educational specialist degree in school counseling or a closely related field; and/or
  - 3.** Certification from a board-approved nationally recognized professional counseling or evaluation organization.

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**NOTE:** *This certificate cannot be used in an elementary school.* It may be used for career-center secondary students or post-secondary students. This certificate is not meant to take the place of the regular Missouri counselor certificate and cannot be used to meet the standards set by the Missouri School Improvement Program.