

**The College of New Jersey
School of Education**

Student Assistance Coordinator Program

PROGRAM OVERVIEW

The College of New Jersey (TCNJ) offers the following 21-semester hours of graduate coursework in fulfillment of the content area curriculum requirements, pursuant to N.J.A.C. 6A:9-13.2 (c) 2, for the Student Assistance Coordinator Certificate of Eligibility with Advanced Standing (SAC CEAS):

<u>6 Core Courses:</u>	<u>Credits</u>
COUN 551 Substance Abuse and Addiction: Individual, Family & Society	3
COUN 552 Prevention Strategies for Schools and Communities	3
COUN 553 Treating Substance Abuse and Co-Occurring Disorders	3
COUN 554 Student Assistance Coordination in the Schools	3
EPSY 520 Fundamentals of Human Growth & Development	3
EPSY 661 Counseling Exceptional and At-Risk Children & Adolescents	3
	<hr/> 18
<u>1 Clinical Course to be chosen from the following:</u>	
COUN 690 Practicum Seminar (Completed at a SAC site); <i>or</i> COUN 698 Department Project: Student Assistance Coordinator Practicum	 <hr/> 3
	<hr/> Total: 21

Upon completion of the Student Assistance Coordinator Program at The College of New Jersey, students will be eligible for the SAC CEAS, pursuant to N.J.A.C. 6A:9-13.2 (c) 2.

The educational requirements for the SAC CEAS may also be fulfilled by electing to take the 21-semester hours of coursework listed above as part of, and *in addition to*, the required courses needed for the 48-credit Master of Arts degree program in counseling offered at The College of New Jersey. Students wishing to complete the SAC coursework in this manner will be required to take several additional elective courses during the master's program of study, or upon completion of the degree.

Clinical Experiences

The clinical experiences for SAC students at The College of New Jersey occur through the successful completion a supervised practicum experience. The practicum requirement will be fulfilled through taking either:

A.) COUN 690 - “Practicum Seminar” (for SAC students seeking Masters Degree in addition to fulfilling SAC Certification requirements); or

B.) COUN 698 – “Department Project: Student Assistance Coordinator Practicum” (for all other SAC students; not seeking a Masters degree).

This practicum will require a three-hundred (300) hour professional clinical experience. One-hundred and twenty (120) hours must be in direct client contact, ten (10) hours of which must be group work. The remaining hours will be in other professional activities.

The purpose of the Practicum course is to provide students with highly supervised clinical experiences. Students will establish counseling relationships with appropriate clients/students, develop and implement counseling interventions and work within the structure of a school SAC site. The practicum placement will be approved and supervised by the college. Field visitations as well as individual and group supervision will be integral parts of this practicum experience.

All students in the clinical experience will apply their understanding of the stages of the counseling process and the micro-skills of counseling and will develop and implement individual and group counseling strategies. In addition, students will utilize their knowledge of the principles and concepts of student assistance coordination services acquired in their prior SAC coursework at their school SAC clinical sites.

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Additional Requirements for SAC Certification (pursuant to N.J.A.C. 6A:9-13.2):

In their final semester, students must notify the secretary of the Department of Counselor Education that they are about to complete the required coursework for the SAC CEAS. Upon completion of the final SAC coursework, TCNJ will then notify the New Jersey Department of Education that the student has met the academic requirements for the SAC CEAS. The SAC CEAS will then be issued through the New Jersey Department of Education, *not* The College of New Jersey.

With the SAC CEAS, *and an offer of employment in a position that requires the SAC certificate*, individuals are eligible for a ***provisional*** educational services certificate with a SAC endorsement.

To be eligible for issuance of a standard New Jersey Student Assistance Coordinator certificate, under current regulations, you will need to present the following:

- Possess a NJ Student Assistance Coordinator Certificate of Eligibility (CE) or Student Assistance Coordinator Certificate of Eligibility with Advanced Standing (CEAS).
- Obtain an offer of employment in a position that requires the Student Assistance Coordinator certificate.
- Possess a provisional Student Assistance Coordinator certificate.
- Complete a six-month State-approved school residency while employed full-time under a provisional educational services certificate with a Student Assistance Coordinator endorsement. If employed half-time, the residency period must be 12 months. The residency program shall be conducted under the direction of a State-approved residency supervisor who must hold standard New Jersey supervisor, principal or school administrator certification.

Fee Requirement

- No checks or money orders. Payment can be made online at:
<http://www.nj.gov/education/educators/license/epay.htm>
- Please notify your examiner after payment has been made.
- If your application expires after six months, you will be charged a fee of \$70.
- All fees, including money left on file, are nonrefundable

Online Certificate Information

- All information regarding applications and certifications is now available online, including certificate name, certificate ID number, date of issuance, and expiration date, if applicable. Instructions to view this information can be found at:
<http://www.state.nj.us/education/educators/license/tcis/instructions.pdf>

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Admission Requirements:

- a.) Complete an application for admission, including undergraduate and graduate transcripts (where applicable), personal statement and reference letters; *and*
- b.) Present evidence of:
 - 1.) Certification or licensure as one of the following:
 - School Psychologist
 - School Social Worker
 - School Counselor
 - Director of School Counseling Services
 - School Nurse
 - Alcohol and Drug Counselor (CADC or LCADC)
 - Prevention Specialist (CPS); *or*
 - 2.) A standard instructional certificate; *or*
 - 3.) A master's or higher degree from a regionally accredited college or university; *and*
- c.) Present evidence of completion of the following prerequisite courses (or their equivalent):
 - COUN 501: Introduction to Counseling
 - COUN 670: Counseling Theory and Techniques
 - COUN 675: Group Counseling; *and*
- d.) Provide Graduate Record Exam (GRE) scores (if candidate does not have a master's or higher degree from a regionally accredited college or university); *and*
- e.) Participate in an interview process (to be arranged by the Department of Counselor Education)

For further information about the Student Assistance Coordinator Program at The College of New Jersey, please contact the Department of Counselor Education at 609-771-2119 or the Graduate Studies Office at 609-771-2300.