

SOUTH CAROLINA DOES NOT HAVE A RECIPROCAL AGREEMENT WITH ANY STATE; HOWEVER, WE ARE GLAD TO CONSIDER APPLICATIONS OF LICENSEES FROM OTHER STATES ON THE BASIS OF ENDORSEMENT

An applicant for licensure must hold a current, active and unrestricted license under the laws of another state before it can be considered on the basis of endorsement. All applicants must meet the licensure requirements that are currently in place in South Carolina at the time they make application. This includes both degree and coursework requirements and the required supervision hours. The educational requirements are outlined in the LPC application packet and the LMFT application packet.

As states differ in requirements for degrees and coursework, some applicants may need to take additional coursework in order to meet the South Carolina requirements. Post-licensure experience cannot be substituted for required coursework.

THE FOLLOWING MATERIALS MUST BE SUBMITTED TO BEGIN THE APPLICATION REVIEW AND LICENSURE PROCESS BY ENDORSEMENT:

1. **Application** must be complete, signed and notarized with a raised seal or notary stamp (if the applicant is not actually residing in South Carolina).
2. **Application fees.** This fee is nonrefundable. CCE accepts payment via credit card, personal check, money order, or cashier's check. Make payable to (CCE).
3. **Confirmation of Clinical Supervision form)** Include this form with your supervisor's signature or have your state's licensing board office furnish proof of your supervised experience. This documentation must be sent directly to CCE from the licensing board office.
4. **Proof of Supervisor's licensure** during time of your supervision/license verification must be provided on the qualified licensed mental health practitioner who provided the types of supervision. Please notify the Board if unusual circumstances exist.
5. **Provide a copy of your license from another state.** Your license must remain active, current, and unrestricted throughout this application process.
6. **Coursework descriptions** Coursework descriptions photocopied from the catalogue for the year in which the courses were taken must be submitted with the application or sent to CCE by the university. Some universities have these descriptions available on their Web site. Course descriptions must be submitted for all core courses in addition to the descriptions for the practicum/internship. A syllabus is also acceptable.

Additional Information Required:

1. **Official transcript(s)** Contact the registrar's office at your graduate university/ college to order an official transcript documenting completion of a graduate degree primarily in counseling or a related discipline with a minimum of 48 graduate semester hours. **Do not** include undergraduate transcripts. Official transcripts from all graduate institutions must be provided to verify the coursework/practicum/internship information that is entered on the application. South Carolina will accept an official sealed transcript included with the application packet. Transcripts mailed from the registrar's office should be sent to: CCE-SC Review, 3 Terrace Way, Greensboro, NC 27403
2. **Official examination score verification.** South Carolina requires either the National Counselor Examination or National Clinical Mental Health Counseling Examination for Professional Counselor licensure. Contact the NBCC examination department for more information at (336) 547-0607 or refer to <http://nbcc.org/scoreverifications>. Marriage and Family Therapist licensure requires the national Marital and Family Therapist Examination (MFT), a product of the Professional Examination Service of New York (PES). Official verification of your scores must be sent by PES. Contact PES at (212) 367-4389 or refer to www.proexam.org.
3. **Verification of Licensure.** This form must be completed by the state or jurisdiction in which you are licensed and mailed directly to: CCE-SC Review, 3 Terrace Way, Greensboro, NC 27403

The South Carolina Licensure Board has contracted with the Center for Credentialing and Education, Inc. (CCE) to distribute LPC and LMFT application materials. CCE is authorized to accept completed applications and perform the application review and education credentialing. Once the education has been tentatively approved by CCE, the file will be forwarded to the SC Licensing Board for a final review of both the education and the supervision. Official notification for licensure will be issued by the SC Licensing Board.

All materials should be submitted to:
CCE-SC Review
3 Terrace Way
Greensboro, NC 27403

Applicants should direct their questions to CCE at their toll free number (336) 482-2856.

Questions regarding supervision should be directed to the South Carolina Licensing Board office at (803) 896-4658.