



ALABAMA BOARD OF EXAMINERS IN COUNSELING

950 22ND STREET NORTH, SUITE 765
BIRMINGHAM, AL 35203

INFORMATION PERTAINING TO
APPLICATION PROCESS
FOR

ASSOCIATE LICENSED COUNSELOR (ALC)

Application materials include:

1. Information Pertaining to Application Process
2. Application Form
3. Worksheet For Reporting Course Work
4. Recommendation Forms (3 required)
5. Proposed Plan of Supervision

Applicants must also obtain a copy of the ABEC *Administrative Rules* and *Code of Ethics and Standards of Practice* found on the Board's website, www.abec.alabama.gov under the Laws and Rules link.

The Board requires official transcripts of the applicant's graduate course work sent to the ABEC office by the academic institution.

A passing score on the National Counselor Examination for Licensure and Certification (NCE) is a requirement for Licensed Professional Counselor (LPC) licensure. If the ALC applicant has already achieved a passing score on this examination, he/she should request official verification be sent to the Board. If the ALC applicant has not taken the NCE examination, the Board will authorize registration for the exam upon verification that the academic requirement for licensure has been met.

In the event the ALC applicant has not secured an approved Supervising Counselor to complete the Proposed Plan of Supervision (#5 above), he/she may submit only the application and application fee and request an academic review only.

If you are currently licensed by another state counseling agency/board to provide counseling services under supervision you must request a license verification from the agency issuing that license be sent to the ABEC. The verification must include: (a) License Designation, (b) Original issue date, (c) Expiration date, and (d) disciplinary action (if actions have been taken, include copy of any order issued by that agency/board).

FOR ADDITIONAL INFORMATION CONTACT
THE BOARD OFFICE
800 822-3307 OR 205 458-8716