

REGISTERING TO BE AN ASSOCIATE PROFESSIONAL CLINICAL COUNSELOR (APCC)

Once you have completed your EDCO Master's degree (and your degree is posted on your transcript), you are eligible to apply for your APCC number. See the information for Associate Professional Clinical Counselor (APCC) applicants at:

https://bbs.ca.gov/pdf/forms/lpc/pci_app.pdf

To start the process, you should:

1. **Submit the following** to Dr. Xiaolu Hu (xiaolu.hu@sjsu.edu) or Dr. Dolores Mena (dolores.mena@sjsu.edu):

- 1) Completed Advising Form – Attachment through email to Dr. Hu or Dr. Mena
- 2) Form B – email to Dr. Hu or Dr. Mena

We will verify your EDCO classes and transferred units, if any. If you have any questions or concerns, you should email Dr. Hu or Dr. Mena before you submit.

2. **Review Process:** Your documents (Advising Form and Form B) will be reviewed by:
 - 1) Dr. Hu, EDCO LPCC Coordinator
 - 2) Dr. Dolores Mena, Department Chair

Once your forms are reviewed and approved by the department chair, Form B will be placed into a sealed envelope and mailed to you. Based on BBS requirements, the sealed envelope MUST remain sealed. You will send the sealed envelope with your application packet to the California Board of Behavioral Sciences (BBS).

3. **Submit Your Application to the BBS.**

Your application packet should include:

- 1) **APCC application**
- 2) **Official transcript(s)**
- 3) **Fingerprinting** – For instructions for Live Scan Fingerprinting, go to https://bbs.ca.gov/pdf/forms/lpc/pci_app.pdf
- 4) **Signed Form B (in a sealed envelope)**