

## LICENSED PROFESSIONAL CLINICAL COUNSELOR (LPCC)

### APPLYING TO BECOME AN PCCI

1. Once you have completed the Master's degree (and your degree is posted on your transcript), you are eligible to apply for your PCCI number. See the Professional Clinical Counselor Intern (PCCI) Application Packet:  
[http://www.bbs.ca.gov/pdf/forms/lpc/pci\\_app.pdf](http://www.bbs.ca.gov/pdf/forms/lpc/pci_app.pdf)
  
2. **Submit to Dr. Xiaolu Hu** (xiaolu.hu@sjsu.edu):
  - 1) Completed Advising Form – Attachment through email is acceptable
  - 2) Form B (pp. 18-19 in PCCI packet) - Attachment through email is acceptable
    - ✓ If completed all coursework in EDCO:
      - ✚ For #1-3, 4a-e, check “yes” on all boxes
      - ✚ Leave question #5 empty
    - ✓ If completed 1-3 courses outside of EDCO:
      - ✚ For #1-3, check “yes”
      - ✚ On box 4b, check “no”
      - ✚ On #5 “Core Content Areas,” write in what course(s) you took outside of EDCO. Check “yes” on all other boxes.
    - ✓ Email Dr. Hu with questions before you submit.
  - 3) Transcript(s) - If you took classes at other institutions, you will need to submit **an official transcript(s)**.
  
3. **Review Process:** Your document will be reviewed by:
  - 1) Dr. Hu, EDCO LPCC Coordinator
  - 2) Dr. Robin Love, Associate Dean, College of Education, SJSU
  - 3) SJSU GAPE (Graduate Admissions & Program Evaluations)
  - 4) SJSU Registrar's Office

Once your form is done, the Registrar's office will notify you for picking up a sealed envelope at the Will Call window. Students will need to show a picture ID for the Registrar's Office to release the form.
  
4. **Submit to BBS:** [http://www.bbs.ca.gov/pdf/forms/lpc/pci\\_app.pdf](http://www.bbs.ca.gov/pdf/forms/lpc/pci_app.pdf)
  - 1) **PCCI Application** (pp. 11-13)
  - 2) **Official transcript(s)**
  - 3) **Fingerprinting** (pp. 22-26)
  - 4) **Form B** once it is signed by the university