

# Counselor Faculty Qualifications Evaluation Form

Status of Application: ‘ ( C ) = Qualified; ‘ ( N ) = Not Qualified; ‘ ( I ) = Incomplete

Name: \_\_\_\_\_

(SSN): \_\_\_\_\_

(If applicable)  
 Position Title: \_\_\_\_\_ Position #: \_\_\_\_\_

**Overall Requirements**

‘ EDU 250 Overview of the Community Colleges

**OR**

‘ Equivalent of EDU 250: Where: \_\_\_\_\_ When: \_\_\_\_\_ Course# \_\_\_\_\_

‘ Arizona State Community College Certificate in the field to be taught. (Optional)

(either a copy of the certificate or the mention of the certificate in the application)

Certificate Type: \_\_\_\_\_ Discipline/Field: \_\_\_\_\_

**Academic requirements:**

**Must have at least 24 semester hours graduate coursework to include the following: (Beside items 1-7, write equivalent course numbers and course titles as stated on transcripts).**

‘ Master’s Guidance Counseling. Indicate college and degree \_\_\_\_\_.

	<u>Credits</u>	<u>Course Prefix #</u>
‘ Counseling Theory and Techniques	_____	_____
‘ Personality Theories or Development	_____	_____
‘ Testing Theories and Application	_____	_____
‘ Group Counseling Theories and Techniques	_____	_____
‘ Career Counseling Theories and Resources	_____	_____
‘ Individual Assessment*	_____	_____

**\*A course that teaches how to prepare an individual assessment or appraisal from test data, transcripts, and other educational and personal data.**

Candidate may be hired if s/he has completed coursework in at least five (5) of the first (6) of the above. If the counselor is deficient in an area 1 through 6, the deficiency shall be removed within one year of the date of hire.

‘ Practicum, Supervised Practice or Internship in Counseling\*\* \_\_\_\_\_

**\*\*Applicant must have completed either a Practicum, Supervised Practice or Internship in Counseling prior to the date of hire**

Notes: (i.e., coursework, deficiencies, or specific notes regarding this evaluation)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Evaluator: \_\_\_\_\_

Date evaluated: \_\_\_\_\_

For HR use only  
 Applicant Status: PeopleSoft Updated \_\_\_\_\_ / \_\_\_\_\_  
(initial/date)