

SCHOOL PSYCHOLOGIST STANDARD CERTIFICATE (ENDORSEMENT CODE: 3100)

TO AVOID DELAYS: After applying online, please submit **ALL** necessary documentation **together** in a **single packet** to the address below. If possible, please have transcripts sent to you first and then forward them in the sealed envelope(s) together with any other documents. Please include your tracking number in all correspondence with our office.

**NJ Department of Education
Office of Certification and Induction
PO Box 500
Trenton, NJ 08625-0500**

The school psychologist endorsement authorizes the holder to serve as a psychologist in all public schools.

- A masters or higher degree from a regionally accredited college or university.
- A New Jersey State-approved graduate program in school psychology or a minimum of **60 graduate semester-hour credits** in the required areas listed below:
 1. **Educational foundations/school psychology practice and development:** A minimum of 12 semester hour credits to include areas such as the role and function of the school psychologist, multicultural education, educational organization and leadership, curriculum development and learning theories.
 2. **Education of students with disabilities:** A minimum of 6 semester hour credits to include areas such as education and/or psychology of students with disabilities and educational assessment of disabled students.
 3. **Assessment, intervention and research:** A minimum of 18 semester hour credits to include study in the **required areas of cognitive assessment, personality assessment and school consultation**. Additional study may be completed in areas such as applied behavior analysis, school interventions, curriculum-based measurement, multicultural counseling or individual counseling procedures, tests and measurements, statistics and research design and analysis.
 4. **Human behavioral development:** A minimum of 12 semester hour credits to include study in areas such as human development, social psychology, personality psychology, neurological and/or physiological basis of behavior and psychopathology.
 5. **Elective study:** Elective study may include additional graduate study in educational foundations/school psychology practice and development, education of students with disabilities, assessment, intervention and research. Externships and practicum experiences may also be accepted for elective study toward the required 60 credit minimum.
 6. **A practicum of 300 clock hours** that consists of a sequence of closely supervised on-campus and field-based activities designed to develop and evaluate a candidate's mastery of distinct professional skills consistent with program and/or course goals. Credit for the practicum experience must be listed on the graduate transcript of a regionally accredited college or university; and
 7. **An externship of 1,200 clock hours.** A minimum of 600 clock hours must be completed in a school setting with school age children. The remaining 600 clock hours may be completed in a school or clinical setting or may be completed under an emergency certificate while concurrently participating in an approved college or university school psychology program. Externship experiences completed in a school setting must be supervised by a person holding a standard New Jersey or out-of-state school psychologist certificate.

NOTE: Please provide official course descriptions if you believe you have met the requirements for this certificate.

***Holders of a currently valid Nationally Certified School Psychologist (NCSP) license will automatically be issued a standard New Jersey School Psychologist certificate. After applying, please submit official transcripts and a copy of the NCSP license.

Fee Requirement

- No checks or money orders will be accepted
- Please make the payment [online](#)
- Please notify your examiner after payment has been made.
- If your application expires after six months, you will be charged a fee of \$70.
- All fees, including money left on file, are nonrefundable

Online Certificate Information

- All information regarding applications and certifications is now available online, including certificate name, certificate ID number, date of issuance, and expiration date, if applicable. Instructions to view this information can be found [here](#).
- In order to make certification information available more quickly, this information will appear on our website in lieu of the issuance of paper certificates. If you would like to view the status of your application, then please visit our [application status check](#).

You cannot complete the entire application process online. After applying online, please submit ALL necessary documentation together IN A SINGLE PACKET to the NJ DOE in order to complete your application. Please put your tracking number on all documents that you send to our office.

**IF YOU HAVE MET THE ABOVE REQUIREMENTS,
THEN [CLICK HERE](#) TO APPLY ONLINE.**