

SCHOOL SOCIAL WORKER STANDARD (Endorsement Code 3200)

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 Social Worker certificate authorizes the holder to serve as a school social worker in preschool through grade 12.

To be eligible for the School Social Worker standard certificate, you must complete the following:

Option 1

Master's Degree in Social Work

Holders of a master's degree in social work from a [regionally accredited](#) college or university will be issued a standard school social worker certificate.

OR

Option 2

Master's Degree Requirement

- A master's or higher degree is required from a [regionally accredited](#) college or university. Official transcripts documenting the master's degree conferral must be submitted.

Required Graduate Study

- 30 graduate semester-hour credits including all 8 areas of study below:
 1. Psychology, including general psychology, educational psychology, psychology of adolescence or child growth and development.
 2. Special Education and/or learning disabilities.
 3. Social Problems, including study in dealing with delinquency, poverty, interracial and intercultural problems.
 4. A minimum of 6 semester-hour credits in introductory and advanced level social case work, including principles and practices in social case work, interviewing, and methods and skills in diagnosis.
 5. Mental hygiene and social psychiatry, including dynamics of human behavior and psychopathology.
 6. Medical information, including the role of the social worker in health problems or fundamentals of substance abuse and dependency.
 7. Community organizations, agencies and resources.
 8. Social policy and public welfare services, including the care and protection of at-risk children and families.

Please consult a [regionally accredited](#), 4-year college/university to register for courses covering these required areas of study.

OTHER:

Please provide official course descriptions from all graduate coursework that covers the above required areas of study.

[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.**