ALABAMA BOARD OF EXAMINERS IN COUNSELING ADMINISTRATIVE CODE

CHAPTER 255-X-4 APPLICATION PROCEDURES

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255-X-4-.01 General.

Applications and forms are available on the Board's website (www.abec.alabama.gov) or at the Board's Office. All forms are to be submitted to the Board office in compliance with the instructions on each form.
Author: Alabama Board of Examiners in Counseling
Statutory Authority: Code of Ala. 1975, §34-8A-5.
History: Filed September 30, 1982. **Amended:** Published February 28, 2022; effective April 14, 2022. **Amended:** Published April 30, 2025; effective June 14, 2025.

255-X-4-.02 Transcripts.

The applicant must have official transcripts sent from institutions where credit was earned. If the transcript course titles are ambiguous or do not adequately convey the pertinent content of the courses, clarifying documents may be requested.
Author: Alabama Board of Examiners in Counseling
Statutory Authority: Code of Ala. 1975, §34-8A-5.
History: Filed September 30, 1982.

255-X-4-.03 Other Training Credentials (Repealed 10/30/00).

Author: Alabama Board of Examiners in Counseling
Statutory Authority: Code of Ala. 1975, §34-8A-5.

History: Filed September 30, 1982. **Repealed:** Filed September 25, 2000; effective October 30, 2000.

255-X-4-.04 References.
Author: Alabama Board of Examiners in Counseling
Statutory Authority: Code of Ala. 1975, §34-8A-5.
History: Filed September 30, 1982. **Amended:** Filed September 25, 2000; effective October 30, 2000. **Amended:** Published April 30, 2025; effective June 14, 2025.

255-X-4-.05 Board Decisions Relative To Application (Repealed 6/14/2025).

(Repealed)
Author: Alabama Board of Examiners in Counseling
Statutory Authority: Code of Ala. 1975, §§34-8A-1, et seq.
History: Filed September 30, 1982. **Amended:** Filed: January 16, 1996; effective February 20, 1996. **Amended:** Filed September 25, 2000; effective October 30, 2000. **Amended:** Filed May 30, 2003; July 4, 2003. **Amended:** Published February 28, 2022; effective April 14, 2022. **Repealed:** Published April 30, 2025; effective June 14, 2025.

255-X-4-.06 Unresolved Questions Concerning Application.

Should the Board have unresolved questions of competence based upon any part of the screening procedure, it may require any one or all of the following:

(a) Additional academic work;

(b) Additional supervised experience;

(c) Additional references or recommendations;

(d) Clarifications of intent of practice;

(e) Other evidence deemed necessary to satisfy the Board as to the qualification and/or fitness and competence of the applicant to practice as a counselor.

Author: Alabama Board of Examiners in Counseling
Statutory Authority: Code of Ala. 1975, §34-8A-5.
History: Filed September 30, 1982.

255-X-4-.07 Denial Of Application.

If the Board votes to deny the application, the applicant will be so notified in writing.
Author: Alabama Board of Examiners in Counseling
Statutory Authority: Code of Ala. 1975, §34-8A-9.
History: Filed September 30, 1982. **Amended:** Published April 30, 2025; effective June 14, 2025.

255-X-4-.08 Application Retention.

Active pursuit of application for licensure is expected. Applications not resulting in licensure are deemed to be temporary Board records. These records are retained three (3) years after the end of the fiscal year in which the records were created. The creation date of the file will be the initial date of receipt of the application.
Author: Alabama Board of Examiners in Counseling
Statutory Authority: Code of Ala. 1975, §34-8A-5.
History: **New Rule:** Filed March 22, 2002; effective April 26, 2002.