

REQUIREMENTS FOR
SCHOOL PSYCHOLOGIST, PREKINDERGARTEN-12 CERTIFICATE
ARIZONA DEPARTMENT OF EDUCATION – CERTIFICATION UNIT

A SCHOOL PSYCHOLOGIST CERTIFICATE IS REQUIRED FOR PERSONNEL WHOSE PRIMARY RESPONSIBILITY IS IN THE ROLE OF A SCHOOL PSYCHOLOGIST PROVIDING SERVICES THAT INCLUDE BUT ARE NOT LIMITED TO THE DUTIES OF STUDENT PSYCHOEDUCATIONAL ASSESSMENT, THERAPEUTIC CONSULTATION AND INTERVENTION, AND INVOLVEMENT IN THE PROCESS OF DETERMINATION OF A STUDENT DISABILITIES OR DISORDERS. ALL REQUIREMENTS FOR THE SCHOOL PSYCHOLOGIST CERTIFICATE MUST BE MET. FEES ARE NOT REFUNDABLE. PURSUANT TO A.R.S. 15-534.03, EACH EDUCATOR MUST NOTIFY THE CERTIFICATION DEPARTMENT OF ANY CHANGE OF ADDRESS WITHIN 30 DAYS. ALL DOCUMENTATION, INCLUDING TRANSCRIPTS, BECOMES THE PROPERTY OF THE ARIZONA DEPARTMENT OF EDUCATION AND WILL NOT BE RETURNED. REQUIREMENTS MAY BE SUBJECT TO CHANGE AND ARE FULLY REFERENCED IN THE ARIZONA REVISED STATUTES AND ADMINISTRATIVE CODE.

➤ **SCHOOL PSYCHOLOGIST, PREKINDERGARTEN – 12 CERTIFICATE**

The certificate is valid for 6 years and may be renewed.

Requirements for the School Psychologist Certificate are:

1. A completed [Application for Certification](#)
2. Appropriate fee (see *Application for Certification*)
3. A photocopy of your valid Arizona Department of Public Safety Identity Verified Prints (**IVP**) fingerprint card (plastic). For more information visit the [Arizona Department of Public Safety](#) website or call (602) 223-2279.
4. A Master's or more advanced degree from an accredited institution. Official transcript(s) required.
5. **One** of the following (Option A, B, C, D, **or** E):
 - A. Completion of a graduate program in school psychology, consisting of at least 60 graduate semester hours. **OR,**
 - B. Completion of a doctoral program in psychology and completion of a re-training program in school psychology from an accredited institution or Board-approved program with a letter of institutional endorsement from the head of the school psychology program. **OR,**
 - C. Five years experience within the last ten years working full time in the capacity of a school psychologist in a school setting serving any portion of grades kindergarten through twelve, verified by the school district superintendent or human resources department. Please submit a letter from the District Superintendent, Personnel Director or designee to verify experience. **OR,**
 - D. A Nationally Certified School Psychologist Credential. **OR,**
 - E. A diploma in school psychology from the American Board of School Psychology.
6. **One** of the following (Option A **or** B):
 - A. A letter from a **university** department head or designee verifying completion of a supervised internship of at least 1,200 clock hours with a minimum of 600 of those hours in a school setting. **OR,**
 - B. A letter from a District Superintendent, Personnel Director, or designee verifying three (3) years of experience as a certified school psychologist within the last ten years.