



Board of Licensed Professional Counselors and Therapists Educational Record Form – Licensed Marriage and Family Therapist

This form is required only if your degree program was NOT accredited by the Commission on Accreditation for Marriage and Family Therapy Education (COAMFTE) at the time your degree was conferred. It is not needed for reciprocity method applicants who have been actively licensed for 3 years or more in another state. **Please submit your completed form via the Applicant Portal as directed** (or send to lpct.board@mhra.oregon.gov if a subsequent amendment is necessary).

Applicant Name: _____

1. Terms at my degree-granting graduate program were: _____ Semesters _____ Quarters

2. Please answer the following questions about your degree-granting graduate program:

- a) What is the date your degree was conferred? _____
- b) How many total credit hours did your program include? _____ Hours
At Least 60 semester hours or 90 quarter hours are required.

3. CORE COURSEWORK

Before completing, please review the additional guidance on pages 4-6 of this form. For any course where the topic is not clearly reflected in the title, please provide documentation of the content, such as: a course description from the university catalog, copy of course outline, textbook used, or letter from the instructor or department head. **Do not list the same course credit(s) in more than one content area. Do not list clinical experience (practicum or internship) or independent research project (e.g., thesis or dissertation) supporting courses.** These do not qualify as core or specialty substantive coursework.

a) **Core Content.** List coursework in the following core content areas:

CORE CONTENT AREA AS REQUIRED PER OAR 833-040-0011 (5)(b)	COURSE TITLE & NUMBER	TERM & YEAR	CREDIT HOURS
Individual and Family Development- 4 semester hours or 6 quarter hours			
Couple and Family Theoretical Foundation Studies- 6 semester hours or 9 quarter hours			
Couple and Family Therapy, Treatment, and Techniques Studies- 6 semester hours or 9 quarter hours			

Diagnosis of mental disorders- 2 semester hours or 3 quarter hours			
Diversity studies that include issues related to diversity, power and privilege- 2 semester hours or 3 quarter hours			
Ethical and Professional Studies- 2 semester hours or 3 quarter hours			
Research Methods or Statistics- 2 semester hours or 3 quarter hours			

b) Specialty Areas. List a total of at least 20 semester or 30 quarter hours of supporting coursework focusing on counseling and/or systems approaches:

SPECIALTY CONTENT AREA	COURSE TITLE & NUMBER	TERM & YEAR	CREDIT HOURS

- c) **OPTIONAL: Make-Up Coursework.** Please list any graduate level coursework completed outside of your degree program to remedy a coursework deficiency. Do not list continuing education.

Institution Name: _____

Terms at this regionally accredited institution were: Semesters Quarters

CORE or SPECIALTY CONTENT AREA	COURSE TITLE & NUMBER	TERM & YEAR	CREDIT HOURS

Frequently Asked Questions

1. Q: *Why do I need to complete this form?*

A: Applicants that graduated from a regionally accredited program must complete the Educational Record Form to ensure that all requirements of [OAR 833-040-0011](#) have been completed. Graduates with degrees from CACREP/CORE or COAMFTE do not need to complete the Educational Record Form.

2. Q: *Can I count my practicum/internship courses and thesis/dissertation development courses towards the Core and Specialty Area Supporting Coursework requirements?*

A: No. Clinical experience and independent research projects (thesis/dissertation), along with their corresponding courses, are separate and distinct program requirements for your degree. The core and supporting clinical coursework are specific study areas that provide the foundational knowledge and are guided by professors through structured syllabi and assessments of existing material. A candidate needs these courses to be able to apply those skills in the clinical setting (practicum or internship) and complete independent research projects, which go beyond just learning to know the practice creating new knowledge. The thesis/dissertation is a separate component from standard coursework that represents a culmination of what the candidate has learned through their graduate program, and also involves applying those learned principles. It requires independent work with minimal supervision and mentorship provided via supporting courses that pull broadly from the core/clinical coursework knowledge, but do not represent that base learning that is required specifically in the Board's minimum coursework standards.

3. Q: *What if I'm unsure where my courses go?*

A: Please complete the Educational Record Form to the best of your ability. We recommend that you use your best professional judgment to determine whether a course meets the criteria, and that you consult with your graduate program's representative if you are unsure. The Board does not pre-review courses or pre-approve education in advance of a completed application, including making a determination as to which course(s) fulfill certain requirements. Once the Educational Record Form has been reviewed, notes will be left in the Applicant Portal if we have any questions or need additional information.

Coursework Reference Page – LMFT

These are the seven fundamental knowledge areas of curricular experience required by the Board to prepare all therapists.

Individual and Family Development - Functioning, and behavior; learning and ability; personality development; lifespan; biological, system, and environmental factors. *Typical Courses:* “*Human Development*,” “*Developmental Foundations in Counseling*,” “*Cognitive Development*,” “*Social & Personality Development*,” “*Foundations of Learning*,” “*Personality Theory*”

Couple and Family Theoretical Foundation Studies – A study of the major theoretical orientation and general theories relevant to the study of the family including exchange theory, symbolic interaction, general systems approach, conflict, and phenomenology. *Typical Courses:* “*Systems Theory Foundations*,” “*Family Therapy: Theory and Practice*,” “*Family Therapy Theories*,” “*Systems Theory and Family Therapy*”

Couple and Family Therapy, Treatment, and Techniques Studies – Application of family systems theories, social equity, and evidence-based practice to assessment, diagnosis, and treatment planning in marriage, couple and family therapy. *Typical Courses:* “*Systemic Assessment and Treatment Planning*,” “*Interpersonal Violence in Marriage, Counseling and Family Therapy*,” “*Family Systems and Psychopathology*,” “*Family Therapy Practice: Treatment Planning*”

Diagnosis of Mental Disorders- Diagnosis of developmental, behavioral, and mental disorders; use of assessments for diagnostic and intervention planning. *Typical Courses:* “*Diagnosis and Assessment*,” “*Assessment and Testing*,” “*Diagnosis & Treatment Planning*,” “*Psychopathology*”

Diversity studies that include issues related to diversity, power, and privilege - Characteristics of diverse groups; multicultural counseling; power and privilege; impact of heritage and beliefs; social justice and advocacy. *Typical Courses:* “*Social and Cultural Perspectives in Counseling*,” “*Multicultural Counseling*,” “*Social Bases of Behavior*,” “*Social & Personality Development*,” “*Group Dynamics*,” “*Social Foundations*,” “*Diversity in Counseling*,” “*Human Diversity*”

Professional Orientation (Ethics) - Ethical standards of professional counseling organizations and credentialing bodies; applications of ethical and legal considerations in professional counseling. *Typical Courses:* “*Ethical & Legal Issues*,” “*Ethical/Legal Issues in Counseling*,” “*Professional Counseling Orientation & Ethical Practice*,” “*Ethics/Roles in the Counseling Profession*”

Research and Evaluation- Professional counseling research and critique; evidence-based practices; needs assessment; program outcomes and evaluation; qualitative, quantitative, and mixed research methods; analysis and use of data in counseling. *Typical Courses:* “*Research & Program Evaluation*,” “*Research Methods in Counseling*,” “*Applied Research*”

Supporting Coursework for Specialty Areas

Specialty Area means a structured sequence of specialized curriculum that is housed within the graduate degree program, including but not limited to:

- Addiction Counseling
- Art Therapy
- Career Counseling
- Clinical Mental Health Counseling

- Clinical Rehabilitation Counseling
- College Counseling and Student Affairs
- Marriage, Couple, and Family Counseling
- Pastoral Counseling
- Rehabilitation Counseling
- School Counseling

Coursework may include the following curriculum knowledge and skill areas:

- *Specialty Foundations*, including specialty history and development, theories, principles, and models.
- *Contextual Dimensions*, including roles and settings, service delivery, diagnostic process, resources, legal and ethical considerations, recordkeeping, and impacting factors.
- *Practice Courses*, including intake, evaluation, assessment, diagnosis, treatment modalities, skill- building, strategy, interfacing with systems, advocacy, and program administration. [Note- do not list practicum or internship experiences on this form]