LSBEP Application Process Flow Chart

Application Packet

Applicant returns the following forms from the ***Application Packet*** to LSBEP or has the appropriate person or entity forward to LSBEP:

Application form
Internship Documentation form (if appropriate)
Supervised Practice Plan form
Doctoral Program form (if degree not APA approved)
Abstract of doctoral disseration
Practicum Documentation form (if appropriate)
Postdoctoral Supervision form (if already completed)
(Transcripts must also be forwarded to LSBEP)

Reference Forms

When LSBEP receives the Application fee, and Application form a file is opened in Applicant's name, and Reference forms are mailed to the individuals listed on the Application form.

File Review

Upon receipt of *Reference form* s*, Internship Documentation form, Abstract, Practicum Documentation form and Doctoral Program form (if necessary)* , the file will be reviewed for candidate status.

Candidate Status

If file is approved, the applicant is admitted to candidate status and invited to take the EPPP. (If applicant has already passed the EPPP, applicant is admitted to candidate status and invited to the oral and jurisprudence examinations.)

Apparent Deficiency

If the file is found with an apparent deficiency, the applicant will be notified in writing of the deficiency and asked for clarification before proceeding futher in this process.

EPPP

(National written examination)

Fails EPPP

If candidate fails EPPP, he/she will be allowed three times in four years to take and pass the examination. If he/she does not pass then, he/she must wait 2 years to reapply for licensure.

Passes EPPP

If candidate passes EPPP, the file is again reviewed upon receipt of the completed Post Doctoral Supervision Documentation form.

File Review

If the Post Doctoral Supervision Documentation is accepted by the Board, candidate will be invited to sit for the oral and jurisprudence exams, which are given monthly.

Oral & Jurisprudence Examinations

Pass-Oral/ Fail Jurisprudence

If candidate passes oral examination, but fails the jurisprudence exam, his/her license will be withheld until the jurisprudence exam is retaken and passed

Pass

If candidate passes oral and jurisprudence examinations, he/she is license that day.

Fail

If candidate fails oral examination he/she may reapply after 2 years

Continued

If candidate's oral examination is ***continued*** , he/she may continue the examination after the specified time.