

### Enrolling in Courses for Mental Health Counselor Licensure in the State of Florida

Professional counselors seeking licensure in the State of Florida sometimes need additional course work in order to complete the licensure application process. We do our best to support these professionals and must adhere to the following guidelines:

1. The number of courses a non-degree seeking student can take varies and is decided on a case-by-case basis. Per university policy, individuals may apply up to 10 credits taken as a non-degree seeking student toward any future degree earned at UNF.
2. Non-degree seeking students are not permitted to enroll in the following courses:
  - MHS 6941 Clinical Counseling Skills
  - MHS 6510 Introduction to Group Counseling
  - MHS 6800 Practicum in Clinical Mental Health Counseling
  - MHS 6830 Internship in Clinical Mental Health Counseling
3. Documentation from The Florida Board of Clinical Social Work, Marriage & Family Therapy and Mental Health Counseling <http://floridasmmentalhealthprofessions.gov/> identifying the specific courses you need for licensure must be provided. **This should be a letter addressed to you from the Board.**
4. The number of non-degree seeking students approved to enroll in courses each semester varies and is dependent on individual faculty approval and overall faculty to student ratios.

#### Steps to Getting Enrolled:

1. Consult The Florida Board of Clinical Social Work, Marriage & Family Therapy and Mental Health Counseling <http://floridasmmentalhealthprofessions.gov/> and obtain written documentation of the identifying the specific courses you need for licensure. **This should be a letter addressed to you from the Board.**
2. Review the Course Sequence on the Clinical Mental Health Counseling Program's website [http://www.unf.edu/brooks/public\\_health/cmhc.aspx](http://www.unf.edu/brooks/public_health/cmhc.aspx) to see when courses are offered.
3. Apply to UNF as a non-degree seeking student through the online application on the Graduate School's website <http://www.unf.edu/graduateschool/>
4. Email your request (*include your N# assigned during the application process*) along with the documentation from The Florida Board of Clinical Social Work, Marriage & Family Therapy and Mental Health Counseling to the Program Director, Dr. Richmond Wynn, [rwynn@unf.edu](mailto:rwynn@unf.edu)
5. Registration details will be provided after approval to enroll is granted.