

Conference of Educational Administrators Serving the Deaf, Inc.  
**Dormitory Counselors Certification Application**

\_\_\_\_\_ Date: \_\_\_\_\_  
Last Name, First Name, Middle Initial

\_\_\_\_\_  
Permanent Address

\_\_\_\_\_  
Present Address

\_\_\_\_\_  
Email Address

**I wish to be considered as an applicant for:**

Permanent Certificate A \_\_\_\_\_ Temporary Certificate A (*less than one year of work experience*) \_\_\_\_\_  
Permanent Certificate B \_\_\_\_\_ Temporary Certificate B (*less than two years of work experience*) \_\_\_\_\_  
Permanent Certificate C \_\_\_\_\_ Temporary Certificate C (*less than three years of work experience*) \_\_\_\_\_

High School Attended: \_\_\_\_\_  
Name

\_\_\_\_\_ Year Graduated: \_\_\_\_\_  
Address

Employing School: \_\_\_\_\_

Address: \_\_\_\_\_

Your Title: \_\_\_\_\_ Name of Supervisor: \_\_\_\_\_

Total Time Employed at Current Position:      Years \_\_\_\_\_      Months: \_\_\_\_\_

Specific Job Duties: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**(For office use only)**

Permanent Certificate A \_\_\_ B \_\_\_ C \_\_\_    Temporary Certificate A \_\_\_ B \_\_\_ C \_\_\_    Payment Received \_\_\_\_\_

\_\_\_\_\_  
*Secretary, Certification Committee*

**Checklist:** Please check to be sure you have included the following:

1. Letter(s) of recommendation;
2. High School and/or college transcripts;
3. Check for \$5, made out to CEASD Dorm Certification; and
4. Evidence of CEUs or workshop attendance.

Complete application below and mail it with the above documentation to: CEASD, P.O. Box 116, Washington Grove, MD 20880.

Contact: ceasd@ceasd.org

## Certification Requirements for Dormitory Counselors

### Class C Certificate

To be eligible for the Class C certificate, the following requirements must be met:

1. **Minimum education requirements:** Diploma from a high school or a school for the deaf. (Passing the General Educational Development Test and securing a certificate of high school equivalency is acceptable.)
2. **College and/or CEU requirements:** Three college credit semester hours (45 clock hours) or 4.5 CEUs in the areas of psychological, physiological, social, and intellectual development of children.
3. **Communication with the deaf:** Three college credit semester hours (45 clock hours) or 4.5 CEUs. This may be met by completing regular college courses in this subject or participating in duly organized and approved workshops\*.
4. **Work experience:** Three years of successful experience as a dormitory counselor is required for a permanent certificate. (A temporary certificate may be granted following course work or CEUs and before experience is completed.)

### Class B Certificate

To be eligible for the Class B certificate, the following requirements must be met:

1. **Minimum education requirements:** Two years, or 60 college credit semester hours, of college work.
2. **College and/or CEU requirements:** Nine college credit semester hours (90 clock hours) or 9.0 CEUs in the areas of psychological, physiological, social, and intellectual development of children or related course work in education or child development .
3. **Activities and recreation for the deaf:** Three college credit semester hours (45 clock hours) or 4.5 CEUs. This may be met by completing regular college courses in this subject or participating in duly organized and approved workshops\*.
4. **Communication with the deaf:** Three college credit semester hours (45 clock hours) or 4.5 CEUs. This may be met by completing regular college courses in this subject or participating in duly organized and approved workshops\*.
5. **Work experience:** Two years of successful experience as a dormitory counselor is required for a permanent certificate. (A temporary certificate may be granted following course work or CEUs and before experience is completed.)
6. All candidates must be of good moral character.

### Class A Certificate

To be eligible for the Class A certificate, the following requirements must be met:

1. **Minimum education requirements:** Bachelor's degree.
2. **College and/or CEU requirements:** Nine college credit semester hours (135 clock hours) or 13.5 CEUs in the areas of psychological, physiological, social, and intellectual development of children.
3. **Activities and recreation for the deaf:** Three college credit semester hours (45 clock hours) or 4.5 CEUs. This may be met by completing regular college courses in this subject or participating in duly organized and approved workshops\*.
4. **Communication with the deaf:** Three college credit semester hours (45 clock hours) or 4.5 CEUs. This may be met by completing regular college courses in this subject or participating in duly organized and approved workshops\*.
5. **Work experience:** One year of successful experience as a dormitory counselor with the deaf is required for a standard certificate.
6. All candidates must be of good moral character.

**Note:** \*A duly organized and approved workshop is one which has been organized by a college or university with college or university personnel as instructors; or a workshop organized on a regional basis through the cooperation of several schools for the deaf. Workshops or in-service training programs organized by a school for the deaf and conducted by the school's own staff members or others approved by the administration of the school are acceptable for certification purposes with prior approval of the workshop content and qualifications of instructors by the appropriate school administrator.