Utah State Board of Education

Utah College and Career Readiness (CCR) Certificate / Endorsement Guide

Beginning in the 2026–2027 school year, all Utah school counselors must hold a College and Career Readiness (CCR) ndorsement—formerly referred to as a certificate—to be fully qualified.

(Utah Code § 53F-5-204 and USBE Rule R277-921).

> **Utah Graduates (2021 or later)**
> If you finished a Utah educator preparation program in 2021 or later, your university should have automatically recommended you for the CCR endorsement. You do not need to complete additional work.
> - Have you recently graduated, but the endorsement is missing from your license? Email *LER@schools.utah.gov*.
> - Have you completed an out-of-state program since 2021? Please review the out-of-state requirements below before emailing us.

College and Career Readiness Components

To earn the CCR endorsement, you must satisfy three core components:

- **Component 1:** Building a College-Going Culture for All Students (Post-secondary preparation)
- **Component 2:** Strategic Alignment and Implementation of a Systemic CCR Program (Counseling aligned with school goals)
- **Component 3:** Strengthening Career Readiness for All Students (Career preparation aligned with Utah's economy)

How to Complete Components 1 and 3

Choose one of two options to meet the requirements for Components 1 and 3:

Option A: Altitude Microcredentials

Complete all three microcredentials for each component on the Altitude professional learning platform:

- **Component 1: Building a College-Going Culture for All Students**
    - Academic Planning for Postsecondary Opportunities
    - Economic Benefits of Postsecondary Education

  - Promoting a College-Going Culture in the School

- **Component 3: Strengthening Career Readiness for All Students**
  - Career Development and Implementation
  - Career Development Planning and Evaluation
  - Career Readiness Collaboration and Advocacy for Student Career Development

Option B: Approved University Coursework (2015–2021)

Coursework completed at a Utah preparation program between the **2015 and 2021** school years **may** satisfy Components 1 and 3. You may need to submit official transcripts for review.

Contact your university to confirm approved coursework:

- Utah State University
- University of Utah
- Utah Valley University
- Rocky Mountain University of Health Professions

How to Complete Component 2

Your path to completing Component 2 depends on your license status:

Option A: Practicing Utah Counselors

(For counselors holding a professional School Counseling license prior to 2021)

Complete the **School Counseling Program Updates and Essentials** course (within the past six years).

- **Elementary Course (Grades K–6)**
- **Secondary Course (6-12)**

How to Enroll

1. **Existing USBE Canvas Account:** Log in and enroll in the appropriate level directly through the School Counseling Professional Learning page.
2. **New Canvas Account:** Create a student account using the appropriate Join Code:
   - **Elementary Join Code:** XNFMPM
   - **Secondary Join Code:** 6D3KCK

Option B: Out-of-State Candidates

(For candidates who are enrolled in or have completed an out-of-state program including online students seeking Utah licensure)

Complete the free, self-paced Canvas course: **Strategic Alignment & Implementation of the Utah K-12 Comprehensive School Counseling Program.**

How to Enroll

1. **Existing USBE Canvas Account:** Log in and enroll directly in the module.
2. **New Canvas Account:** Create a student account using Join Code DKB9JF.

How to Apply for the CCR Endorsement

If you currently hold an Associate or Professional Utah Educator License, follow these steps to apply for the endorsement once you have completed your requirements:

1. **Submit Application:** Complete and submit an online application using the LER Upgrade to Professional application portal.
2. **Request Transcripts (if applicable)**: If you are using university coursework to meet requirements, ask your university to send official transcripts directly to transcripts@schools.utah.gov.
3. **Receive Confirmation:** Once USBE Licensing reviews and approves your documentation, you will receive an email confirming that the CCR Endorsement has been added to your professional license.

Contact & Technical Support

- **Licensure & Endorsement Questions:** Email **LER@schools.utah.gov**
- **Canvas Account Support:** Email **canvashelp@schools.utah.gov**