This handbook contains all of the policies and procedures regarding Verified Course Sequences.
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Introduction

This handbook contains the standards and rules related to verification of university coursework by the Behavior Analyst Certification Board (BACB). It is a guide for educational programs that currently offer behavior-analytic training, as well as those who are developing such programs.

A Verified Course Sequence (VCS) is a sequence of courses that has been verified by the BACB as meeting specific faculty and coursework standards. VCSs may exist within a defined academic program in behavior analysis or they may be offered as a stand-alone educational experience. Completion of a VCS satisfies either BCBA Option 1 or BCaBA coursework requirements. Verification should not be confused with program accreditation, which is a comprehensive approach to assessing the quality of all aspects of a degree-granting program (e.g., coursework, program rigor, faculty productivity). Individuals interested in academic programs that have been accredited in behavior analysis should refer to the Behavior Analysis Accreditation Board.

Expectations of Verified Course Sequences

Ideally, every practicing behavior analyst would have had extensive, advanced behavior-analytic training from a program devoted solely to the study of our behavior analysis. However, as a relatively young profession, we recognize that such training is not yet widely available. Furthermore, as in many professions, BACB credentialing standards are determined based on the entry level of competence to practice, as opposed the level of competence expected of an expert. Although the BACB verifies programs whose coursework meets entry-level requirements, we strongly encourage all programs to provide the most comprehensive, highest quality education and training that they are able to offer. In any training program, students should learn about behavior analysis as a whole – including its applied, basic, and theoretical foundations – rather than simply as a set of techniques. Such an approach to training is beneficial to students, programs, clients, and the discipline as a whole.

It is incumbent upon all VCS Coordinators to provide students with realistic expectations of their competencies upon completion of the sequence. Instructors must convey to their students the importance of practicing only within the scope of their training, consulting with mentors or colleagues when problems arise, continuing their professional development beyond graduation, and actively participating in the discipline of behavior analysis throughout their careers.

The BACB requires that the VCS curriculum remain relatively stable over time because, during the initial VCS application review, courses are identified as meeting certain content-hour requirements. Substantial deviations that result in students not receiving the initially verified training may jeopardize VCS status. Representatives from sequences that are not yet well-established (e.g., courses are undergoing revision, departmental support for behavior-analytic training is questionable) may wish to consider postponing applications for VCS status until a more stable environment can be established.

Courses vs. Modules

What we refer to as a course is commonly called a module in many non-US universities and colleges. For the purpose of this handbook, the term course refers to an individual module (e.g., a 3-credit, 45-hr course) rather than an entire degree program or course of study.
General Requirements

Institution

Course sequences must be offered at an educational institution meeting one of the following criteria.

- A United States institution of higher education listed in the CHEA Database of Institutions and Programs Accredited by Recognized U.S. Accrediting Organizations.

- An institution of higher education located outside of the United States that maintains a standard of training equivalent to the standards of training of those institutions accredited in the United States as determined by a member of the National Association of Credential Evaluation Services.

The VCS Coordinator

Each VCS must have one individual that serves as VCS Coordinator for that sequence who will serve as the single point of contact between the VCS and the BACB. Although the VCS Coordinator need not be a faculty member in the same department as the VCS, the expectation is that, at a minimum, the VCS Coordinator should be an approved instructor for the sequence and have a strong working relationship with the department where the sequence is housed.

VCS Coordinators must advise students and other university parties in accordance with current certification eligibility standards. For example, course substitutions or waivers allowed by an institution will not supersede the BACB-verified content hours. Similarly, conferral of a degree or certificate from the department housing a VCS will also not supersede the verified content hours.

The VCS Coordinator’s name will be listed with the sequence’s information on the BACB website, along with a link to contact the VCS Coordinator. Inquiries and correspondence received by the BACB from university staff or faculty other than the VCS Coordinator will be forwarded or copied to the VCS Coordinator to ensure consistency of communication with that sequence.

Upon course sequence verification, VCS Coordinators will also be added to the BACB’s VCS Information Exchange listserv. This listserv allows the BACB to communicate with VCS Coordinators. VCS Coordinators may also use the listserv to communicate with each other. The listserv should not be used to correspond with the BACB about matters pertaining only to their VCS (e.g., updating courses, changing instructors).

Responsibilities to students. All VCS Coordinators, especially those whose sequences are not part of degree programs, must carefully advise students about the degree requirements prior to admission to the VCS. The current degree requirements for BCBA examination eligibility are limited to certain fields of study (i.e., behavior analysis, education, psychology). VCS Coordinators are obligated to inform students with existing degrees outside of the acceptable fields of study that they will not be eligible for BCBA certification, regardless of coursework obtained from a VCS.

All VCS coordinators are required to hold orientation meetings with incoming students in their first term. During orientation meetings, the VCS coordinator must confirm each student’s degree eligibility, review BACB-certification requirements (e.g., degree requirements, coursework, supervised experience), and provide a written copy of the courses that are verified and the verified content hours for each course.

Some universities offer a certificate program in behavior analysis in which a certificate is awarded.
for completion of the program. These certificate programs confuse some students and members of the public who have difficulty distinguishing between these certificates of completion and BACB certification. Some individuals graduating from these certificate programs have held themselves out to be “certified in behavior analysis,” “BCBA Candidates,” and even “Board Certified Behavior Analyst Pending.” Although all VCS Coordinators must educate their students and graduates about how best to describe their qualifications, certificate programs should take extra precautions to ensure that their students and graduates do not misrepresent that they are certified.

**Responsibility to the BACB.** The VCS Coordinator must report to the BACB any changes in information provided in the course sequence application within 30 days. This includes, but is not limited to, changes in course instructors, changes to syllabi affecting verified content hours, changes in course names or numbers, changes in the VCS Coordinator, and changes in university program administration that may affect the status of the sequence. Routine changes, such as new instructors or courses, must be submitted via the online VCS system. If the change cannot be accommodated by the online system, contact us for instructions about how to submit the necessary information.

Should the VCS Coordinator leave the position, they are responsible for assisting in finding a suitable replacement who would qualify as the new VCS coordinator for the sequence, and to notify the BACB with the new contact information within 30 days of the change. If a suitable replacement cannot be found, then the VCS coordinator must provide the BACB with contact information from someone in a leadership position within the department, even if they do not meet the qualifications for VCS coordinator. This individual will then have 30 days from the departure of the VCS coordinator to inform the BACB of securing a VCS coordinator meeting all the criteria, or the course sequence will lose its VCS status.

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**VCS Coordinator Summary**

<table>
<thead>
<tr>
<th>VCS Coordinator Requirements</th>
<th>VCS Coordinator Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Hold full-time faculty status (e.g., professor, program chair, department head) at the institution in which the VCS is offered</td>
<td>• Accepting only students with qualifying degrees</td>
</tr>
<tr>
<td>• Hold a doctoral degree (VCS Coordinators for standalone BCaBA sequences may hold a master’s degree or higher)</td>
<td>• Advising students of needed coursework*</td>
</tr>
<tr>
<td>• Hold certification as a BCBA or BCBA-D</td>
<td>• Hold orientation meetings for students within their first semester</td>
</tr>
<tr>
<td>• Be authorized by the academic or administrative head of the institutional unit (e.g., department, college) to make decisions on behalf of the proposed course sequence and all of its students, instructors, and supervisors.</td>
<td>• Provide potential and current students a copy of the content hours allocation for the sequence*</td>
</tr>
</tbody>
</table>

*These tasks may be delegated to others but the VCS Coordinator must retain oversight*
**Duration of course sequence and experience verifications.** Verification will be valid for 1 year from the date of approval; retroactive approval will not be granted. During this period, VCS Coordinators may use the following language when referring to the coursework sequence verification: “The Behavior Analyst Certification Board®, Inc. has verified the following courses toward the coursework requirements for eligibility to take the Board Certified Behavior Analyst® (Option 1) or Board Certified Assistant Behavior Analyst® examination. Applicants will need to meet additional requirements before they can be deemed eligible to take the examination.”

**VCS Coordinator Processing Agreement Attestation.** This attestation is completed online via the BACB Gateway. VCS Coordinators are required to complete this attestation at the time of application and again at each annual renewal.

The Behavior Analyst Certification Board®, Inc. (BACB) agrees to review and process the Verified Course Sequence (“VCS”)/Verified Experience (“VE”) application for the program offering BACB required coursework and experience, if applicable (referred to herein as “applicant” or “sequence”) subject to the VCS Coordinator’s agreement on behalf of the applicant to the following terms and conditions:

1. To read, remain current, be bound by, and comply with all BACB rules relating to verification of university coursework/practicum requirements, including, but not limited to agreement by you and your program to:
   a. Only provide truthful and accurate information and supporting documentation in this application and subsequent communications with the BACB;
   b. Comply with all BACB requirements outlined in this VCS Handbook, the Professional and Ethical Compliance Code and at www.BACB.com, as may be revised from time to time;
   c. Ensure compliance with this VCS Handbook and the BACB’s Professional and Ethical Compliance Code by all instructors and supervisors in the VCS, including, personnel who may not hold a BACB issued credential at the time they are approved to instruct or supervise in the VCS;
   d. Report any changes related to the VCS within 30 days via the Contact Us page on the BACB website (e.g., changes in curriculum, approved instructors, course names, course prefixes, grading conventions).

2. To authorize the BACB to publish and/or release your applicant’s VCS status, including any probationary or sanctioned status, institution name, number of verified courses, verified content hours per course, number of faculty (full and part time), number of faculty (full and part time) who are BCBAs and BCBA-D, experience status, pass rate data, if applicable, and identity of the VCS Coordinator.

3. To provide the BACB with any syllabi, lesson plans or course descriptions (“course materials”) for any courses taught in conjunction with the VCS program, and to authorize the BACB to copy, release or disseminate the course materials, as may, in the BACB’s sole discretion, be deemed pertinent to an applicant’s review, VCS review, or BACB disciplinary review, or as may be necessary to comply with a subpoena or request from a regulatory agency or official.

4. To hold the BACB harmless and to waive, release, and exonerate the BACB, its officers, directors, employees, committee members, panel members and agents from any claims that the VCS applicant or students of applicant may have against the BACB arising out of the BACB’s review of this application, course materials or any future applications the VCS Coordinator submits to the
BACB. In the event that you (i) provide misleading or inaccurate information, (ii) fail to timely update information provided in this application, (iii) fail to properly apply to BACB standards in your VCS or verified experience (i.e., BACB verified practicum or intensive practicum), or (iv) fail to provide course materials upon the request of the BACB, you agree to indemnify and defend the BACB from and against any liability arising out of this application, the BACB’s review and determination based on the representation(s) made herein or your failure to abide by the BACB standards for VCS approval.

5. To act as the single point of contact regarding the VCS, including, verified experience (if applicable) for sequence students, faculty, and supervisors and the BACB and to facilitate transition to a new VCS Coordinator if, at any time, you are unable or unwilling to fulfill these responsibilities. This includes, but is not limited to, notifying the BACB of the change, providing the BACB with information regarding a new VCS Coordinator prior to the change and providing the new VCS Coordinator with detailed and comprehensive information about your program’s verification and the BACB’s requirements, including a copy of this Handbook.

6. To denial, suspension, revocation or other limitation of VCS status, if granted, should any statement made on this application or hereafter supplied to the BACB is found to be false, if the VCS is not in compliance with any of the rules or regulations of the BACB, or if you should fail to notify the BACB of any changes in institution status, coursework, faculty, or supervisor information contained in this application or your sequence’s ongoing VCS applications and updates.

7. To only represent VCS status, if granted, as course sequence verification, and to refrain from misrepresenting a VCS verification as being “accreditation.”

7. To comply with the Terms of Use as they appear on the BACB website and to ensure that your sequence does not facilitate, condone, or permit misrepresentation of BACB intellectual property by participants in the VCS. You expressly agree to inform students that they are “not certified in behavior analysis based on completion of your VCS.”

8. To only represent the “VCS Coordinator” term accurately as a term used to describe a particular role, solely within the context of the application for course sequence/experience verification. “VCS Coordinator” is not a credential granted by the BACB and may not be represented as such.

By submitting this application, you confirm that the information provided in this application is true and accurate and that you have the authority to submit this application on behalf of the VCS applicant program.

Newsletters
BACB newsletters are a signaled event to which all VCS Coordinators, instructors, and students should attend. Newsletters are important source of information about the BACB’s activities and standards that affect certificants, students, and VCSs. All faculty and students should create Gateway accounts in order to receive BACB newsletters.
Coursework

Hours of Instruction

For the purposes of establishing instructional requirements that can be applied globally, our coursework requirements are not expressed as credit hours (i.e., some institutions do not use this metric). If an institution uses semester or quarter hours, 1 semester credit hour will represent 15 hours of classroom instruction and 1 quarter credit hour represents 10 hours of classroom instruction. This conversion is based on US Federal Rule.

<table>
<thead>
<tr>
<th>BCBA-level Content Requirements (BCBA/BCaBA Task List [4th ed.])</th>
<th>45 hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ethical and Professional Conduct</td>
<td></td>
</tr>
<tr>
<td>The content must be taught in one or more freestanding courses devoted to ethical and professional conduct. The content should be based on the BACB Professional and Ethical Compliance Code for Behavior Analysts.</td>
<td></td>
</tr>
<tr>
<td>Concepts and Principles of Behavior Analysis</td>
<td>45 hrs</td>
</tr>
<tr>
<td>Measurement (including data analysis)</td>
<td>25 hrs</td>
</tr>
<tr>
<td>Experimental Design</td>
<td>20 hrs</td>
</tr>
<tr>
<td>Identification of the Problem and Assessment</td>
<td>30 hrs</td>
</tr>
<tr>
<td>Fundamental Elements of Behavior Change and Specific Behavior Change Procedures</td>
<td>45 hrs</td>
</tr>
<tr>
<td>Intervention &amp; Behavior Change Considerations</td>
<td>10 hrs</td>
</tr>
<tr>
<td>Behavior Change Systems</td>
<td>10 hrs</td>
</tr>
<tr>
<td>Implementation, Management, and Supervision</td>
<td>10 hrs</td>
</tr>
<tr>
<td>Discretionary</td>
<td>30 hrs</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>270 hrs</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BCaBA-level Content Requirements (BCBA/BCaBA Task List [4th ed.])</th>
<th>15 hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ethical and Professional Conduct</td>
<td></td>
</tr>
<tr>
<td>The content must be taught in one or more freestanding courses devoted to ethical and professional conduct. The content should be based on the BACB Professional and Ethical Compliance Code for Behavior Analysts.</td>
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</tr>
<tr>
<td>Measurement (including data analysis)</td>
<td>10 hrs</td>
</tr>
<tr>
<td>Experimental Design</td>
<td>5 hrs</td>
</tr>
<tr>
<td>Identification of the Problem and Assessment</td>
<td>30 hrs</td>
</tr>
<tr>
<td>Fundamental Elements of Behavior Change and Specific Behavior Change Procedures</td>
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</tr>
<tr>
<td>Discretionary</td>
<td>15 hrs</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>180 hrs</strong></td>
</tr>
</tbody>
</table>

Instructional Activities

Activities that may be counted toward instructional time include typical didactic instruction (e.g., live or recorded lecture), interactive training and role-play, class presentations, and synchronous class discussions. Examples of activities that may not be counted toward instructional time include but are not limited to independent activities (e.g., reading, preparatory assignments), asynchronous...
discussions (e.g., posting on discussion boards), and time spent engaged in fieldwork activities. In addition, documentation (e.g., syllabus) should include a detailed schedule with the objectives/topics, corresponding items from the *BCBA/BCaBA Task List* (4th ed.), and activities/assignments for each session to identify content area alignment with instructional hours.

Instructional time is held to the same standards regardless of the mode of instruction (i.e., on campus or via distance format). As such, coursework delivered via distance format is required to include verifiable methods that ensure the student was in contact with the material for the time proposed. Distance programs accomplish this in a variety of ways, including the use of active student responding components to an online lecture or using features that prevent students from skipping ahead in a video lecture, among others. Although the BACB does not specify the method by which the VCS verifies the instructional time for distance students, the VCS Coordinator is responsible for ensuring the requirement is met and can be verified in the event of a challenge or inquiry.

**Distribution of Course Content**

Except for the Ethical and Professional Conduct section, the behavior-analytic content indicated above may be taught in stand-alone behavior analysis courses or embedded within other courses. For example, a 45-hour course that devotes 15 hours to symptoms and diagnosis of mental health disorders and 30 hours to behavior-analytic behavior change procedures would only be able to allocate the 30 hours of behavior change to the coursework requirement.

**Instructor Qualifications and Verification**

VCS instructors must meet one of the following criteria to teach in the VCS:

- Hold certification as a BCBA or BCBA-D
- Hold a doctoral degree and have completed current coursework requirements for BCBA Option 1 applications
- Have completed at least three years (cumulative) of full-time work as a faculty member at an accredited higher education institution within a five-year period and meet the current requirements for BCBA Option 2 applications.
- Be enrolled in a behavior-analytic doctoral program (e.g., an ABAI accredited doctoral program) at the applying university or at another university with a BCBA-level VCS, with all coursework requirements complete.

VCS Instructors who do not hold certification as a BCBA/BCBA-D (i.e., those qualifying via any option other than the first one listed above), must be submitted by the VCS Coordinator to the BACB for verification prior to delivering any instruction. Coordinators are responsible for ensuring that all VCS Instructors meet requirements in place at the time the instructor is teaching within the sequence.

Verification of instructors is conducted solely within the context of the application for course sequence verification and is not transferable between course sequences. That is, instructors wishing to teach in a multiple VCSs will need to be approved by the BACB for each VCS separately. The BACB does not grant or recognize a title or credential akin to “BACB Verified Course Sequence Instructor.” Thus, an instructor may not give the appearance that “Verified Course Sequence Instructor” is an official designation of the BACB. VCS Coordinators are responsible for ensuring that instructors do not misrepresent themselves.

**VCS Instructor Processing Agreement.** (Completed online via the VCS tab in the BACB Gateway)
I understand that I am being considered for approval by the BACB as Faculty in a Verified Course Sequence (VCS). I hereby confirm the following:

1. The VCS Coordinator or other BCBA or BCBA-D personally reviewed the VCS Handbook, BACB coursework and/or experience requirements and the BACB Professional and Ethical Compliance Code with me;

2. By submitting this request for approval as Faculty in the VCS, I hereby agree to offer my instruction or supervision in the VCS in compliance with the VCS Handbook, applicable BACB standards (e.g., coursework or experience) and Professional and Ethical Compliance Code; and

3. I understand that the BACB may deny my Faculty status in the VCS at any time, for any reason, without explanation or initiation of formal review proceedings; and

4. Should I hold a license or credential in another profession that is sanctioned or under investigation, I agree notify the BACB immediately of such action. Similarly, I agree to report to the BACB within thirty days any matter that would be deemed “reportable” as identified in Section 10.02 of the Professional and Ethical Compliance Code.

5. Upon request, I agree to provide the BACB any syllabi, lesson plans or course descriptions (“course materials”) for any courses taught by me in conjunction with the VCS program. I further understand that the BACB may copy, release or disseminate the course materials, as may, in the BACB’s sole discretion, be deemed pertinent to an applicant’s review, VCS review, or BACB disciplinary review.

By submitting this application, you confirm that the information provided in this application is true and accurate.

**Verified Experience**

**Rationale**

Institutions that offer a VCS may apply for Verified Experience (VE) status. The two categories of VE are Practicum and Intensive Practicum, each of which assumes explicit faculty involvement and oversight regardless of the location of services. Practicum and Intensive Practicum categories of experience require fewer hours and greater supervision than Supervised Independent Fieldwork. The reduced hours are based on the original rationale for VE: that practical experiences would be integrated with the academic curriculum and faculty would be involved in supervisory activities.

The rationale for allowing students in Verified Experience to bypass 50% of their experience hours (Intensive Practicum) or 33% of their experience hours (Practicum) was that practical experience managed by a university would likely be integrated into the curriculum, either through direct supervision or coordination. Although these are not currently VE requirements, at a minimum, VCS Coordinators are expected to be aware of the supervisors and ensure they meet all supervisor requirements.

**Verified Experience Standards**

Practicum and Intensive Practicum systems must adhere to all of the requirements described in this document and our [Experience Standards](#).
Individuals providing supervision within VE must meet all of the following criteria prior to the outset of supervision:

- Hold certification as a BCBA or BCBA-D or (a) be a licensed or registered psychologist certified by the American Board of Professional Psychology in Behavioral and Cognitive Psychology who was tested in Applied Behavior Analysis or (b) have been previously approved by the BACB as an instructor in the VCS in which the experience is offered and meet Option 2 or Option 3 BCBA eligibility requirements; and

- Have completed the 8-hour Supervision Training; and

- Have completed the BACB’s online training module on the BACB Experience Standards; and

- Possess no sanctions against their BACB credential that would impact supervision; and

- Comply with the Professional and Ethical Compliance Code for Behavior Analysts, especially Section 5.

VCS Coordinators are responsible for confirming that each supervisor within a VE system meets all requirements prior to the outset of supervision and are responsible for tracking supervisor compliance within the VE system. These records may be requested by the BACB at any time.
Supervisors who meet the criteria above, but who do not hold a BCBA or BCBA-D credential, are permitted to provide supervision within the Verified Experience only. They may not provide supervision outside of the VE, nor may they provide ongoing supervision to BCaBAs or RBTs.

Noncompliance with VCS/VE Requirements

Submission of a VCS or VE application constitutes an agreement that the sequence will comply with all of the rules and standards outlined in this handbook, in BACB newsletters, and at www.BACB.com. Failure to comply with these standards can be grounds for issuance of sanctions against the VCS/VE, sanctions against instructors or supervisors, and possible action against the certification status of instructors, supervisors, and coordinators under the BACB’s Professional and Ethical Compliance Code for Behavior Analysts.

VCS coordinators must inform instructors, supervisors, and students that verified course sequences or experience systems are subject to the BACB’s Professional and Ethical Compliance Code for Behavior Analysts and that the BACB’s complaint process may be used to file a Notice of Alleged Violation against a VCS. Students must also be informed of the possible sanctions if they advertise their VCS completion as BACB “certification” or similar.
Initial VCS Application Instructions

- Designate an appropriate VCS Coordinator for the program.

- Obtain a Full Time Faculty Letter from the academic or administrative head of the institutional unit (e.g., department, college).

- The VCS Coordinator should contact us to identify themselves as the proposed VCS Coordinator, provide their Full-Time Faculty Letter, and request access to the Verified Course Sequence Application.

- The VCS Coordinator will be given access to the application through their BACB Gateway account via a “VCS” tab.

- The VCS Coordinator should complete the VCS Coordinator Attestation in the online application.

- The VCS Coordinator can then enter information about the program. Once basic information about the institution has been entered, then information about each course will be requested. The VCS Coordinator will enter this information into the online application course by course and will be required to provide (a) course names and numbers as they will appear on students' transcripts and (b) syllabi uploaded for each course that contain weekly schedules and enough detail to support the content hour distribution requirements.

- Entering qualified instructor information for instructors who do not hold certification as a BCBA or BCBA-D. VCS Coordinators will provide the name and email address for each proposed instructor. BACB staff will then email each instructor with instructions on how to complete the Instructor Attestation and upload their CV through their BACB Gateway account.

- Once all the courses for the Verified Course Sequence have been entered, confirm that all the minimum hour requirements have been met. This will be especially important for sequences containing electives in which students may take various combinations of courses to complete the requirements and so that they can be advised appropriately.

- When all courses and instructor information has been entered, submit the application.

Initial feedback or a decision will be given within 45 business days of submitting a completed application.
Complete a separate form and include a course syllabus for each approved experience program.

INSTITUTION AND VCS NUMBER: __________________________________________________________

COURSE NAME(S) AND NUMBER(S) AS THEY WILL APPEAR ON STUDENTS’ OFFICIAL TRANSCRIPTS:

TYPE OF PROPOSED APPROVED EXPERIENCE:

___ Practicum: supervisee accrues 10-30 experience hours weekly; supervision occurs at least once per week for 7.5% of the total number of hours

___ Intensive Practicum: supervisee accrues 10-30 experience hours weekly; supervision occurs at least twice weekly for 10% of the total number of hours

TYPE OF CREDIT:

___ Graduate: may be used to qualify for BCBA or BCaBA examinations

___ Undergraduate: may only be used to qualify for BCaBA examination, not BCBA

HOURS OF APPROVED EXPERIENCE:

___ Fixed: This experience counts for ________ hours of experience in the category selected above

___ Variable: The number of experience hours earned in this program will vary

THE PROPOSED EXPERIENCE OCCURS IN A SETTING WITH EXPLICIT FACULTY INVOLVEMENT AND OVERSIGHT:

___ Yes

___ No: Please include a description of the relationship between the faculty and the experience setting.
THE PROPOSED EXPERIENCE INCLUDES SUPERVISION ONLY BY INDIVIDUALS WHO ARE AFFILIATED WITH THE UNIVERSITY:

_____ Yes

_____ No: Please include a description of the relationship between the university and the individuals providing supervision.

ONLY SUPERVISEES WHO HAVE BEGUN THE COURSEWORK REQUIRED TO MEET BACB COURSEWORK REQUIREMENTS MAY ENROLL IN THE PROPOSED EXPERIENCE PROGRAM:

_____ Yes

_____ No: The application cannot be approved. See the Onset of Experience section of the BACB’s Experience Standards.

THE PROPOSED EXPERIENCE PROGRAM REQUIRES SUPERVISEES TO ENGAGE IN ACTIVITIES THAT (1) FOCUS ON LEARNING NEW BEHAVIOR ANALYTIC SKILLS RELATED TO THE BCBA/BCABA TASK LIST AND (2) ADHERE TO THE DIMENSIONS OF APPLIED BEHAVIOR ANALYSIS AS IDENTIFIED BY BAER, WOLF, AND RISLEY (1968):

_____ Yes

_____ No: The application cannot be approved. See the Activities section of the BACB’s Experience Standards.

THE PROPOSED EXPERIENCE REQUIRES ALL PARTIES TO ADHERE TO THE BACB’S PROFESSIONAL AND ETHICAL COMPLIANCE CODE FOR BEHAVIOR ANALYSTS:

_____ Yes

_____ No: The application cannot be approved. See the Supervision Contract section of the BACB’s Experience Standards.

THE PROPOSED EXPERIENCE EXPOSES STUDENTS TO MULTIPLE, APPROPRIATE CLIENTS TO WHOM THEY ARE NOT RELATED:

_____ Yes

_____ No: The application cannot be approved. See the Clients section of the BACB’s Experience Standards.

BY SIGNING BELOW, YOU ATTEST THAT ALL OF THE INFORMATION CONTAINED ON THESE PAGES IS TRUE AND CORRECT TO THE BEST OF YOUR KNOWLEDGE.

VCS COORDINATOR SIGNATURE: ________________________________ DATE: ________