

**TITLE 16 OCCUPATIONAL AND PROFESSIONAL LICENSING**  
**CHAPTER 27 COUNSELORS AND THERAPISTS**  
**PART 15 EXAMINATIONS**

**16.27.15.1 ISSUING AGENCY:** Regulation and Licensing Department Counseling and Therapy Practice Board  
[16.27.15.1 NMAC- Rp 16 NMAC27.12.1, 6/15/2001]

**16.27.15.2 SCOPE:** All examination candidates for licensure as professional clinical mental health counselors, marriage and family therapists, professional art therapists, professional mental health counselors, licensed mental health counselors, associate marriage and family therapist and alcohol and drug abuse.  
[16.27.15.2 NMAC- Rp 16 NMAC27.12.2, 6/15/2001; A, 7/1/2004; A, 2/10/2006]

**16.27.15.3 STATUTORY AUTHORITY:** These parts are promulgated pursuant to the Counselor and Therapist Practice Act, [~~Section 61-9A-10, 11, 12, 13, and 15~~] [Sections 61-9A-9, 61-9A-10, 61-9A-11, 61-9A-12, 61-9A-13, 61-9A-14, 61-9A-14.2, and 61-9A-15](#) NMSA 1978.  
[16.27.15.3 NMAC- Rp 16 NMAC27.12.3, 6/15/2001]

**16.27.15.4 DURATION:** Permanent.  
[16.27.15.4 NMAC- Rp 16 NMAC27.12.4, 6/15/2001]

**16.27.15.5 EFFECTIVE DATE:** June 15, 2001 unless a later date is cited at the end of a section.  
[16.27.15.5 NMAC- Rp 16 NMAC27.12.5, 6/15/2001]

**16.27.15.6 OBJECTIVE:** The objective of Part 15 is to outline the examination process.  
[16.27.15.6 NMAC- Rp 16 NMAC27.12.6, 6/15/2001]

**16.27.15.7 DEFINITIONS:** [RESERVED]

**16.27.15.8 EXAMINATION CANDIDATES:** Each applicant who has completed the educational and supervision requirements for licensure as a professional clinical mental health counselor, professional marriage and family therapist, professional art therapist, professional mental health counselor, mental health counselor, and alcohol and drug abuse counselor, shall be required to pass the board approved examination(s) [as part of the requirements for licensure in the given discipline](#).  
[16.27.15.8 NMAC- Rp 16 NMAC27.12.8, 6/15/2001; A, 7/1/2004]

**16.27.15.9 APPLICATION FOR EXAMINATION:** Complete applications for licensure must be approved by the board no later than 90 days prior to the next available examination.  
[16.27.15.9 NMAC- Rp 16 NMAC27.12.9, 6/15/2001; A, 7/1/2004; A, 2/10/2006]

**16.27.15.10 REGISTRATION FOR EXAMINATION:** Upon approval to sit for examination the individual will be informed of requirements to register for the examination. The applicant must register for the examination for the exam 60 days prior to the examination date.  
[16.27.15.10 NMAC- Rp 16 NMAC27.12.10, 6/15/2001; A, 7/1/2004]

**16.27.15.11 EXAMINATION FEE:** The examination fee is to be paid within a minimum of 30 days prior to examination date. An individual who fails the examination must pay the examination fee if he/she is to retake the examination.  
[16.27.15.11 NMAC- Rp 16 NMAC27.12.11, 6/15/2001; A, 7/1/2004]

**16.27.15.12 FREQUENCY:** Prescribed examinations shall be given at least once a year. Examination information will be made available to qualified applicants.  
[16.27.15.12 NMAC- Rp 16 NMAC27.12.12, 6/15/2001]

**16.27.15.13 EXAMINATION SPECIFICS:** Individuals will be informed of examination specifics, such as location and time of the examination, upon registration.

- A. Individuals who arrive late will be admitted. However, additional time will not be granted.
- B. Individuals who have previously ~~taken~~ passed the approved examinations for licensure will not be required to ~~test~~ re-test as long as the applicant currently holds a valid license from another state, territory, or foreign nation.

[16.27.15.13 NMAC- Rp 16 NMAC 27.12.13, 6/15/2001; A, 7/1/2004]

**16.27.15.14 REPEATED EXAMINATIONS:**

A. Qualified applicants who fail to obtain the minimum required passing score for an exam must surrender their temporary license immediately. An applicant may reapply for a temporary license and is eligible to sit for the next exam without incurring further application fees; however, applicant is responsible for all new exam related fees. Applicants must pay the examination fee for each scheduled examination.

B. Applicants who cannot sit for the examinations due to circumstances beyond their control ~~must~~ shall submit a written request to the board at least 30 days prior to the scheduled examination explaining the extenuating circumstances. Extenuating circumstances include illness, death in immediate family, military service, or other severe circumstances which do not allow an applicant to attend the scheduled examination. Applicant must provide documentation of extenuating circumstances.

C. Applicants who fail ~~the examinations or fails~~ to sit for scheduled examinations without prior notification or fail to register for the exam during their approval period must submit a new application, including the application fee, and all documentation.

[16.27.15.14 NMAC- Rp 16 NMAC 27.12.14, 6/15/2001; A, 7/1/2004]

**16.27.15.15 SPECIAL ACCOMMODATIONS:** An American Disability Act (ADA) covered applicant who requests special accommodation (particularly when the request involves assistance in taking the examination) must make the request in writing; must support the request with a medical statement confirming the need for the accommodation and the basis of the need; and must state with specificity the nature of the requested accommodation. In its sole discretion, the board will either grant or deny the request. Requests must be submitted with the application. The board will consider each request on a case-by-case basis.

[16.27.15.15 NMAC- Rp 16 NMAC 27.12.15, 6/15/2001; A, 2/10/2006]

**16.27.15.16 NOTIFICATION:** The board office will notify the applicant of the results of the examination in writing of their final score within 60 days of receipt of examination results from the examining organization. Score results will not be given orally.

[16.27.15.16 NMAC- Rp 16 NMAC 27.12.16, 6/15/2001; A, 7/1/2004]

**HISTORY OF 16.27.15 NMAC:**

**Pre-NMAC History:** The material in this part was derived from that previously filed with the State Records Center and Archives under:

Rule 12, Examinations, 3/20/1995

**HISTORY OF REPEALED MATERIAL:**

16 NMAC 27.12, Examinations - Repealed 6/15/2001