



COMMISSION ON REHABILITATION
COUNSELOR CERTIFICATION

Applying for the CRC Examination: Category 1 Student

Create your CRCC customer account by clicking the CRCCCONNECT link on the homepage.



GET CERTIFIED




STAY CERTIFIED




KEEP LEARNING

Once you've created a customer account, you'll see the Apply for CRC Certification Exam link.




Welcome, you are signed in ([Sign Out](#)) [Cart](#) [My Account](#)

 **My Contact Details** [Edit Primary Info](#)


Name: Dr. Susie Brown
Customer ID: 424798
Company: na

1699 E Woodfield RD Ste 300
Schaumburg, IL, 60173-4957
UNITED STATES
📞 (847)944-1325
✉️ sbrown@crccertification.com


[Edit Demographics](#)

 **My Certifications and Renewals**

Credential	Status	Valid Through
Not available at this time.		

 **My CRCC Links**

- [Apply for CRC Certification Exam](#)
- [CRCC eUNIVERSITY Catalog](#)
- [CRCC eUNIVERSITY Annual Savings Plan](#)
- [My CRCC eUNIVERSITY Courses](#)
- [My Invoices](#)
- [My Contact Info](#)
- [My Expertise & Languages](#)
- [Confirm Certification Status](#)
- [Locate a Certified Professional](#)
- [CE Providers](#)
- [Change My Password](#)

 **My Recent Invoices**

Invoice	Invoice Date	Total	Payment	Balance Due	Cancel Qty
Not available at this time.					

[View All Invoices](#)

When you click the link, you'll begin the application process. Read and respond to each question.



Based on your answers to the first few questions included in this application process, you will need to satisfy the Category 1, 2, or 3 requirements outlined in the CRC Certification Guide. Read each question before you select an answer.

Do you have or are you currently pursuing a master's degree in rehabilitation counseling (RC) or clinical rehabilitation counseling (CLRC)?

- If you are a student in a master's rehabilitation counseling or clinical rehabilitation counseling program, click the Yes button.
- If you are a graduate of a master's rehabilitation counseling or clinical rehabilitation counseling program, click the Yes button.

If you need to change your answer to this question, please contact CRCC at 847-944-1325. Do NOT continue with the application process.

Yes

No

If you need to confirm whether your graduate program is CACREP-accredited, click the link.



Did or do you attend a CACREP-accredited institution?

Unsure if your institution is accredited? [Click here](#)

Yes

No



If you are currently a student in a CACREP-accredited graduate program, click Yes.

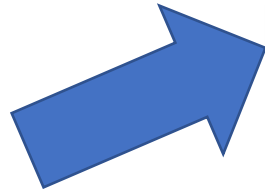


Did or do you attend a CACREP-accredited institution?

Unsure if your institution is accredited? [Click here](#)

Yes

No



CRCC collects demographic information from all applicants. Please complete this section of the application. Click the Save and Continue button.



Welcome

Demographic Information

CRCC collects this information to better serve our customers.

Gender:	<div>Please Select</div>
Ethnicity:	<div>Please select</div>
Date of Birth:	<div></div>
Former Last Name:	<div></div>
Job Title:	<div>Please select</div>
Employment Setting:	<div>Please select</div>
I am licensed.	<input type="checkbox"/>
My undergraduate degree is from a rehabilitation program.	<input type="checkbox"/>

Save and Continue

Cancel

When your application requirement page opens, confirm that you are completing a Category 1 application.

Welcome S

Customer:

Current Renewal Application:

Current Renewal Cycle Start Date:

Renewal Application Submission Date:

Susie Zahn

CRC Application Category 1

09/17/2019

Customer ID: 414440

Your requirements can be accessed from this page. Click the tabs to see the requirements. Notice the icons associated with the statuses.

Dashboard

Education

Exam Results

Locked

Unlocked

Completed

Under Review

Further Action

Met

Requirement	Status
<div> Education - Graduate or Student (Cat1)</div> <div>Please indicate whether you are currently a student or have already graduated with a master's in rehabilitation counseling (RC) or clinical rehabilitation counseling (CLRC) from a CACREP-accredited program.</div>	Pending Education Information
<div> CRC Exam</div> <div>The exam requirement will be met after you have taken the exam and receive a passing score. During the renewal application submission process, you will sign up for the next exam testing window and pay the applicable fee. Exam results will be posted on this page after you have taken the exam and CRCC receives exam scores.</div>	Pending Submission

Click the Education tab.





Welcome S

Customer: Susie Zahn Customer ID: 414440
Current Renewal Application: CRC Application Category 1
Current Renewal Cycle Start Date: 09/17/2019
Renewal Application Submission Date:

Your requirements can be accessed from this page. Click the tabs to see the requirements. Notice the icons associated with the statuses.

Dashboard  Education  Exam Results 

 Locked  Unlocked  Completed  Under Review  Further Action  Met

Requirement		Status
 Education - Graduate or Student (Cat1) Please indicate whether you are currently a student or have already graduated with a master's in rehabilitation counseling (RC) or clinical rehabilitation counseling (CLRC) from a CACREP-accredited program.		Pending Education Information
 CRC Exam The exam requirement will be met after you have taken the exam and receive a passing score. During the renewal application submission process, you will sign up for the next exam testing window and pay the applicable fee. Exam results will be posted on this page after you have taken the exam and CRCC receives exam scores.		Pending Submission

Select Student. Click the Select button to continue completing the application.



Welcome S

Dashboard



Education



Exam Results



Locked

Unlocked

Completed

Under Review

Further Action

Met

Please indicate whether you are currently a student or have already graduated with a master's in rehabilitation counseling (RC) or clinical rehabilitation counseling (CLRC) from a CACREP-accredited program.

☐ Graduate ☒ Student

Select

Once you indicate that you are a student, you'll see new tabs. Click the Degree tab. Next, click the Add Degree button.

Welcome S

Customer:

Current Renewal Application:

Current Renewal Cycle Start Date:

Renewal Application Submission Date:

Su Brown

CRC Application Category 1

09/20/2019

Customer ID: 414445

Dashboard

Degree

Student Verification

Exam Results

Locked

Unlocked

Completed

Under Review

Further Action

Met

Master's RC or CLRC (Accredited)

Applicants must provide degree information in order to submit their application. This degree information includes the CACREP accredited institution attended, as well as graduation date or expected graduation date, depending on whether the applicant is a student or graduate.


Status: Pending Degree Information

Add Degree

Degrees

Institution	Degree	Major	Graduation	Verified
No transcripts on file.				

A new window will open. Select your degree type.



Welcome Susie

Customer:
Current Renewal Application:
Current Renewal Cycle Start Date:
Renewal Application Submission Date:

Dashboard

Degree

Exam Results

Locked Unlocked Completed Under Review Further Action

Master's RC or CLRC (Accredited)

Applicants must provide degree information in order to submit their application, depending on whether the applicant is a student or graduate.

Status: Pending Degree Information

Degrees

Institution	Degree
No transcripts on file.	

Add - Degree

CRCC Add Degree

degree type:
☐ Master's
☐ Doctoral
Required

degree area:
Clinical Rehabilitation Couns
Required

graduation date:

Required

institution:
Adler University
Required

SaveCancel

Customer ID: 414440

tution attended, as well as graduation date or anticipated graduation date,

Add Degree

Verified

Using the dropdown menu, select your degree area.

Commission on Rehabilitation Counselor Certification

Welcome Susie

Customer:

Current Renewal Application:

Current Renewal Cycle Start Date:

Renewal Application Submission Date:

Dashboard

Degree

Exam Results

Locked

Unlocked

Completed

Under Review

Further Action

Master's RC or CLRC (Accredited)

Applicants must provide degree information in order to submit their application, depending on whether the applicant is a student or graduate.

Status: Pending Degree Information

Degrees

Institution

Degree

No transcripts on file.

Add - Degree

CRCC Add Degree

degree type:

Master's

Doctoral

Required

degree area:

Clinical Rehabilitation Coun

Required

graduation date:

Required

institution:

Adler University

Required

Save

Cancel

Customer ID: 414440

tution attended, as well as graduation date or anticipated graduation date,

Add Degree

Verified

Use the calendar icon to select your expected graduation date.



Welcome Susie

Customer:
Current Renewal Application:
Current Renewal Cycle Start Date:
Renewal Application Submission Date:

Dashboard



Degree



Exam Results



Locked Unlocked Completed Under Review Further Action

Master's RC or CLRC (Accredited)

Applicants must provide degree information in order to submit their application, depending on whether the applicant is a student or graduate.

Status: Pending Degree Information

Degrees

Institution

Degree

No transcripts on file.

Add - Degree



CRCC Add Degree

degree type:

- ☐ Master's
☐ Doctoral

Required

degree area:

Clinical Rehabilitation Couns

Required

graduation date:



Required

institution:

Adler University

Required

Save

Cancel

Customer ID: 414440

tution attended, as well as graduation date or anticipated graduation date,

Add Degree

Verified

Use the dropdown menu to select your institution.

COMMISSION ON REHABILITATION

CRC

COUNSELOR CERTIFICATION

Welcome Susie

Customer:

Current Renewal Application:

Current Renewal Cycle Start Date:

Renewal Application Submission Date:

Dashboard

Degree

Exam Results

Locked

Unlocked

Completed

Under Review

Further Action

Master's RC or CLRC (Accredited)

Applicants must provide degree information in order to submit their application, depending on whether the applicant is a student or graduate.

Status: Pending Degree Information

Degrees

Institution	Degree
No transcripts on file.	

Add - Degree

CRCC Add Degree

degree type:

Master's

Doctoral

Required

degree area:

Clinical Rehabilitation Couns

Required

graduation date:

Required

institution:

Adler University

Required

Save

Cancel


Customer ID: 414440

tution attended, as well as graduation date or anticipated graduation date,

Add Degree





Verified






Review your degree information and click the Save button.



Welcome Su,

Customer:
Current Renewal Application:
Current Renewal Cycle Start Date:
Renewal Application Submission Date:


Dashboard  Degree  Student Verification  Exam 

 Locked  Unlocked  Completed  Under Review  Further Action

Master's RC or CLRC (Accredited)
Applicants must provide degree information in order to submit their application, depending on whether the applicant is a student or graduate.

Status: Pending Degree Information

Institution	Degree
No transcripts on file.	

Add - Degree 


CRCC Add Degree

degree type:

☒ Master's
☐ Doctoral


Required

degree area:

Rehabilitation Counseling 


Required

expected graduation date:


05/02/2020 

Required

institution:

Adler University 

Required



Save Cancel

Customer ID: 414445

tution attended, as well as graduation date or anticipated graduation date,

Add Degree

Verified

Your degree information is displayed on the Degree tab.



Welcome Su

Customer:
Current Renewal Application:
Current Renewal Cycle Start Date:
Renewal Application Submission Date:

Su Brown
CRC Application Category 1
09/20/2019

Customer ID: 414445

Dashboard

Degree

Student Verification

Exam Results

Locked Unlocked Completed Under Review Further Action Met

Master's RC or CLRC (Accredited)
Applicants must provide degree information in order to submit their application. This degree information includes the CACREP accredited institution attended, as well as graduation date or anticipated graduation date, depending on whether the applicant is a student or graduate.


Status: Pending Submission

Add Degree

Degrees

Institution	Degree	Major	Graduation	Verified
Adler University	Master's	Rehabilitation Counseling	05/02/2020	Update

Click the Student Verification tab. You'll need to download and complete the form required for this step in the application process. When the form is completed and signed by your faculty advisor, click the Add Document button to upload the form.



Welcome Su

Customer:

Current Renewal Application:

Current Renewal Cycle Start Date:

Renewal Application Submission Date:

Su Brown

CRC Application Category 1

09/20/2019

Customer ID: 414445

Dashboard

Degree

Student Verification

Exam Results

Locked

Unlocked

Completed

Under Review

Further Action

Met

Student Status Verification Form

You must upload documentation that you are a student enrolled in a master's degree program in rehabilitation counseling (RC) or clinical rehabilitation counseling (CLRC) program. Category 1 students must be enrolled in a program accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP). Please download and complete [this form](#) if you are a student applying in **Category 1** and return here to upload. Please download and and complete [this form](#) if you are a student applying in **Category 2** and return here to upload.

Status: Pending Document

Add Document

Documents

Document	Description	Uploaded
----------	-------------	----------

Save the completed Student Verification form on your computer. Upload the form.
You may return later to upload the completed form.



Welcome S

Customer:
Current Renewal Application:
Current Renewal Cycle Start Date:
Renewal Application Submission Date:

Su Brown
CRC Application Category 1
09/20/2019

Customer ID: 414445

Dashboard



Degree



Student Verification



Locked Unlocked Completed Under Review Further

Student Status Verification Form

You must upload documentation that you are a student enrolled in a master's degree program accredited by the Council for Accreditation of Counseling and Guidance (CAC) or a program accredited by the Council for Accreditation of Counseling and Guidance (CAC). Please download and complete [this form](#) if you are a student.

Status: Pending Document

Documents

Document	Description	Uploaded

Document Upload



Select a document to upload:

Browse...

Upload

Cancel

counseling (CLRC) program. Category 1 students must be enrolled in a master's degree program accredited by the Council for Accreditation of Counseling and Guidance (CAC) or a program accredited by the Council for Accreditation of Counseling and Guidance (CAC). Please download and complete [this form](#) if you are a student applying in Category 1 and return here to

Add Document

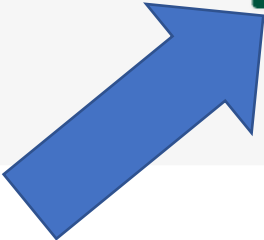
Once you've uploaded the completed form, your application can be submitted. Click the Submit Application button.



Welcome St

Customer:	Su Brown	Customer ID: 414445
Current Renewal Application:	CRC Application	
	Category 1	
Current Renewal Cycle Start Date:	09/20/2019	
Renewal Application Submission Date:		

Submit Application



Dashboard

Degree

Student Verification

Exam Results

Locked Unlocked Completed Under Review Further Action Met

Student Status Verification Form

You must upload documentation that you are a student enrolled in a master's degree program in rehabilitation counseling (RC) or clinical rehabilitation counseling (CLRC) program. Category 1 students must be enrolled in a program accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP). Please download and complete [this form](#) if you are a student applying in **Category 1** and return here to upload. Please download and and complete [this form](#) if you are a student applying in **Category 2** and return here to upload.

Status: Pending Submission

Add Document

Documents

Document	Description	Uploaded
414445-studverif-1		09/20/2019

Read and check the box at the bottom of the Attestation. Click the Next button.



Welcome / [redacted], you are signed

Attestation

The Commission on Rehabilitation Counselor Certification (CRCC) does not condone or engage in discrimination based on age, arrest record (including I understand information submitted as part of this application for the initial certification or certification renewal becomes the property of CRCC, but, except as set forth below, will not be released to outside parties unless specifically authorized by the applicant/certificant or unless required by law. I further understand that individual examination results are released to the candidate and are not released to any institution or employer. If a candidate for initial certification is a student taking the CRC as a comprehensive exam, then the student may execute proper authorizations so that his/her examination results will be provided to the university. I consent that, for research and statistical purposes only, data resulting from the initial certification and certification renewal process may be used in an anonymous/unidentifiable manner. I understand CRCC provides a database listing certificants on its website, which is updated periodically, for the use by the public. I further understand CRCC also receives and responds to requests for information about the certification status of those holding its credentials. Before initialing this application below, please note your name will be entered by CRCC as First Name, Middle Name or Initial, and Last Name, according to the information you have listed within this application. This is the way in which your name will be listed on your admission ticket should you be deemed eligible for the examination and on your certificate should you achieve a passing score or successfully renew your certification. If you are deemed eligible to sit for the examination and the name on your valid photo identification does not match the name on your admission ticket, you will not be allowed entry into the examination. Please check your photo identification and make any necessary changes before you submit this application.

I understand and acknowledge that all applications reviewed by CRCC, for either initial certification or certification renewal, will incur a non-refundable fee. For candidates deemed ineligible to sit for the initial certification examination, a refund of \$100 will be issued.

Initial below to confirm that you have read and understand the Statement of Understanding.

I agree to the Terms and
Conditions. ☐

Next

Read and respond to the Disclosure Questions. If you have nothing to disclose, click the Next button.



Disclosure Questions

Please read each question and select your answer. If you answer "YES" to any of the questions 2 through 7, you will need to provide additional information.

1. Have you read and understood all provisions of the Code of Professional Ethics for Rehabilitation Counselors (Code)? (To qualify for recertification, you must be able to answer yes truthfully.)

5. Have you ever been reprimanded or discharged by an employer or supervisor for dishonesty in connection with your employment or occupation or due to complaints of physical or sexual abuse or harassment?
(If yes, you must submit all documentation in your possession or control that relates to the matter.)

☐ Yes ☒ No

6. Since your initial certification or last renewal, whichever is the most recent, have you been convicted for violating any law, statute, or ordinance (excluding minor traffic violations and matters that were sealed or expunged)?

(If yes, you must submit all documentation related to the incident[s].)

☐ Yes ☒ No

7. Are you identified on any state or national sex offender registry?

(If yes, you must submit all documentation, as outlined above.)

☐ Yes ☒ No



Next

Add more upload documents

If you answer Yes to disclosure questions 3 to 7, you must provide documentation.



Disclosure Questions

Please read each question and select your answer. If you answer "YES" to any of the questions 2 through 7, you will need to provide additional information.

1. Have you read and understood all provisions of the Code of Professional Ethics for Rehabilitation Counselors (Code)? (To qualify for recertification, you must be able to answer yes truthfully.)

Access the Code from the CRCC website at www.crc certification.com.

☒

Yes

2. Have you ever been known by any given or surname other than those shown on this application?

(If yes, please type those names in the text box.)

☐ ☒

Yes No

3. At any time when you were not certified, have you ever held yourself out to be a Certified Rehabilitation Counselor or used the initials CRC in the execution of any documents?

(If yes, submit an explanation that describes to whom, when, and under what circumstances.)

☒ ☐

Yes No

Browse...

4. Have you ever held a professional license or certification that was revoked, suspended, or voluntarily relinquished or been placed on probation by a professional licensure or credentialing body?

(If yes, you must submit all documentation in your possession or control that relates to the matter.)

☐ ☒

Yes No

Select the exam date. Click the Next button to continue.



CRCC Exam Registration

Please select the exam you would like to attend in order to continue



March 2020 CRC Exam 03/04/2020 - 03/14/2020



July 2020 CRC Exam 07/10/2020 - 07/18/2020



Next

CRCC provides test accommodations for candidates who require them during the exam. Review the information about accommodations in the CRC Certification Guide. If you require accommodations, click the Yes button.

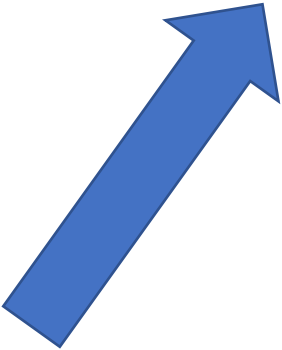


Welcome

Exam Accommodations Question

Do you need test accommodations?

No Yes



If you require accommodations, complete the online form. Type your name at the bottom of the form. Click the Next button.



CRCC Exam Accommodations Form

Complete this form only if you answered YES to the accommodation question. In addition to completing and signing this form, you must also submit documentation from a qualified professional verifying your functional impairment. This documentation must also include a diagnosis and the qualified professional's recommendation for accommodation. See the CRC Certification Guide for more information on documenting a request. The guide is available on CRCC's website at www.crccertification.com.

If all required documentation is not submitted with your application, your file will be incomplete. Therefore, you will not be eligible to sit for the examination for which you applied. You will be given an opportunity to complete your file in order to be considered during the next examination cycle.

Information regarding test accommodation decisions will not be released via telephone. All official communications regarding your request will be provided in writing.

Exam #2

Examination:	<input type="text"/>
Exam month:	<input type="text"/>
Exam year:	<input type="text"/>
Accommodation(s) received	<input type="text"/>
If extra time was given, note how much	<input type="text"/>

I hereby affirm that all the information provided above is complete, true, and correct. Further, I hereby consent to the release and disclosure, by the professional who has verified my disability and need for accommodation, of my Personal Health Information to the Commission on Rehabilitation Counselor Certification (CRCC) for the purpose of allowing CRCC to make a determination regarding my request for a testing accommodation. I understand that CRCC will employ reasonable commercial methods to help ensure that my Personal Health Information provided to CRCC is treated as confidential.

Signature of Applicant

S U Zahn



Next

See the CRC Certification Guide for information about the documentation required. Upload the documentation and add a brief description (e.g., physician’s letter). Click the Save button or Save and add another button if you have multiple documents.

If you do not have this documentation saved to your computer’s desktop, you may return to your application to add this documentation at a later date.



Welcome

Exam Accommodations Supporting Document Upload

file name:

Browse...

document description:



Save

Save and add another

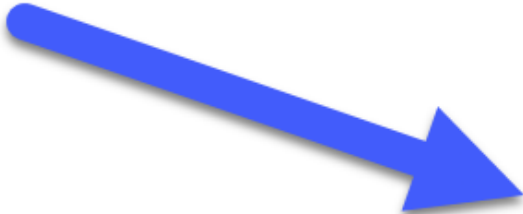
Next, add the Application fee to your shopping cart. Click the Checkout button to continue.



Welcome Su

Add to Cart


Product Name: Certification Fee
Price: 410.00



Checkout

Confirm that you have the Certification Fee in your shopping cart. Click the Check Out button.

Shopping Cart

CRCC Shopping Cart						
Item	Price	Discount	Net total	Paid Amount	Balance Due	
Certification Fee	Required	0.00		0.00		

Cart Total

Subtotal:

Total discount: 0.00

Net Total:

Total Paid: 0.00

Balance Due:

Discounts: Enter Discount Code (if applicable)

Discount:

apply

Check-Out



Confirm your name and billing information. Select your payment method. Click the Continue button.

Shopping Cart

Customer Information

Customer:

Use this phone:

Use this email:

Billing Information

Bill to:

Billing contact:

Pick your billing address:

Required

Bill to:

Payment Information

Payment amount:

Payment method:

Invoice total:

Continue

Confirm customer and billing information. Select your payment method.

Confirm your order and click the **Submit Order** button to complete your payment.

You should receive an e-mail confirmation of your payment.

Questions?

Please contact CRCC at 847-944-1325 or info@crccertification.com

CRCC staff is here to support you.