

Date Approved: _____

TEXAS STATE BOARD OF EXAMINERS OF PROFESSIONAL COUNSELORS
INTERN SUPERVISOR/SITE CHANGE REQUEST
Only one site/supervisor change per form

Intern Name: _____ License # _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

1. New site where hours will be earned (*One new site per form, Section must be completed*)

(Supervisor must sign below signifying knowledge of change)

Add Site: _____

New Site Address: _____

City: _____ State: _____ Zip: _____

(a) **Site to Delete:** _____

(b) **Not changing sites**

Telephone: _____ E-mail _____

2. Change in Supervisor (*complete each section, if not applicable us N/A.*)

(Supervisor must sign below verifying knowledge of change and related rules of supervision)

Supervisor to add for site(s) listed above: _____

Address: _____

City: _____ State: _____ Zip: _____

(Attach Copy of Supervisors Renewal Card)

Supervisors license # _____

(a) **Supervisor to Delete:**

Supervisor Name	License #
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(b) **Not changing supervisors**

Acknowledgement of Site/Supervisor Change:

_____	_____	_____	_____
Intern (print name)	License No	Current or New Supervisor (print name)	License No.

_____	_____	_____	_____
Intern Signature	Today's Date	Supervisor Signature	Today's Date

Mail to: TSBEPC, PO Box 149347, MC 1982, Austin, Texas 78714

Questions: (512)834-6658 or E-Mail: lpc@dshs.state.tx.us

Effective November 16, 2015, the board will no longer be verifying approval through mail, after two weeks of submission of change you can go into the boards' website to verify the site and/or supervisor is approved at http://www.dshs.state.tx.us/counselor/lpc_search.shtm