

ICGC I & II, ICOGS APPLICATION CHECKLIST

Please note: coworkers, clinical supervisors, and BACCs may only submit **one** set of forms per applicant (i.e. a coworker cannot complete forms C1 in addition to S.1-S.3 etc.). Please do not send originals. Make and send in copies.

1. Submitted by *APPLICANT*

PLEASE SUBMIT ALL OF THESE AT THE SAME TIME.

- ICGC Application (form **A.1**)
- Code of Ethical Conduct (form **A.2**)
- Online Counselor Directory listing authorization (form **A.3**)
- Your non-refundable Certification Fee in the amount of **\$200.00**
- Evidence of a Bachelors degree or equivalent: example copies of transcripts, diplomas, certificates of completion and letters as appropriate, documenting the satisfactory completion of the educational and training experience listed. Do Not Send Originals.
- Documentation of 30 (ICGC-I) or 60 (ICGC-II) hours of approved gambling specific training
- Copy of a passing test score of the International Certification Examination for Gambling Counselor. Applicant must submit a copy directly to IGCCB office
- Confirmation of employment letter on company letter head stating dates of employment and official duties

2. Submitted by *CO-WORKERS / PEERS*

(one form per peer)

- First Co-worker Peer Evaluator's Statement (form **C.1**)
- Peer Evaluator's Statement (form **C.2**)

Peers who submit this form may not submit the S1, S2, S3 and S4, S5, S6 forms for the same applicant

3. Submitted by *CLINICAL SUPERVISOR* *

- Clinical Supervisor-Evaluator Statement (form **S.1**)
- Clinical Supervisor-Evaluator Delineation of Responsibilities (form **S.2**)
- Clinical Supervisor/-Evaluator Professional Code and Ethical Standards (form **S.3**)

Supervisors who submit these forms may not submit the C1, C2, S4, S5, and S6 forms for the same applicant

* For private practitioners a previous clinical supervisor or 3rd peer may complete the S.1, S.2, and S.3 forms.

4. Submitted by *BOARD APPROVED CLINICAL CONSULTANT (BACC)*

- BACC Evaluator Statement (form **S.4**)
- BACC Delineation of Responsibilities (form **S.5**)
- BACC Professional Code and Ethical Standards (form **S.6**)

BACCs who submit these forms may not submit the C.1, C.2, S.1, S.2 or S.3 forms for the same applicant.