

## Chapter MPSW 3

### APPLICATION FOR SOCIAL WORKER CERTIFICATION OR LICENSURE

MPSW 3.01	Application for certification as a social worker.	MPSW 3.11	Temporary certificate or license.
MPSW 3.05	Application for certification as an advanced practice social worker.	MPSW 3.12	Reciprocal certificate or license.
MPSW 3.07	Application for certification as an independent social worker.	MPSW 3.13	Social worker training certificate.
MPSW 3.09	Application for licensure as a clinical social worker.		

**Note:** Chapter SFC 3 was created as an emergency rule effective April 26, 1993.

**Note:** Chapter SFC 3 was renumbered ch. MPSW 3 under s. 13.93 (2m) (b) 1., Stats., and corrections made under s. 13.93 (2m) (b) 7., Stats., Register October 2002 No. 562.

**MPSW 3.01 Application for certification as a social worker.** In addition to paying the fee under s. 440.05 (1), Stats., an applicant for certification as a social worker shall submit a completed, signed application form together with:

(1) A certificate of professional education, signed and sealed by the chancellor, dean or registrar of the school from which the applicant has graduated with a bachelor's, master's or doctoral degree in social work.

(2) Verification that the school or program which awarded the social work degree was accredited by, or a pre-accreditation program, of the Council on Social Work Education (CSWE) at the time the applicant graduated from the program or school, or that a degree awarded by a foreign institution of higher learning has been determined by the CSWE to be equivalent to a program accredited by the CSWE. If the applicant's education was not received in English, the applicant must demonstrate proficiency in English by achieving a score of 550 (or 213 on the computer-based exam) or above on the Test of English as a Foreign Language (TOEFL) or an equivalent score on an equivalent examination.

(3) Verification of successful completion of the examination required.

(4) Verification of the applicant's credential in all jurisdictions in which the applicant has ever been credentialed.

(5) All pertinent information relating to any convictions or pending charges for all crimes and any traffic offenses which did or could result in revocation or suspension of the applicant's driver's license.

**History:** Cr. Register, November, 1993, No. 455, eff. 12-1-93; CR 02-105: am. (4), Register October 2002 No. 562, eff. 11-1-02; CR 03-090: am. (2) Register June 2004 No. 582, eff. 7-1-04.

**MPSW 3.05 Application for certification as an advanced practice social worker.** In addition to paying the fee under s. 440.05 (1), Stats., an applicant for certification as an advanced practice social worker shall submit the completed, signed application form and:

(1) A certificate of professional education, signed and sealed by the chancellor, dean or registrar of the school from which the applicant has graduated with a master's or doctoral degree in social work.

(2) Verification that the school or program which awarded the social work degree was accredited by, or a pre-accreditation program, of the Council on Social Work Education (CSWE) at the time the applicant graduated from the program or school, or that a degree awarded by a foreign institution of higher learning has been determined by the CSWE to be equivalent to a program accredited by the CSWE. If the applicant's education was not received in English, the applicant must demonstrate proficiency in English by achieving a score of 550 (or 213 on the computer-based exam) or above on the Test of English as a Foreign Lan-

guage (TOEFL) or an equivalent score on an equivalent examination.

(3) Verification of successful completion of the examination required.

(4) Verification of the applicant's credential in all jurisdictions in which the applicant has ever been credentialed.

(5) All pertinent information relating to any convictions or pending charges for all crimes and any traffic offenses which did or could result in revocation or suspension of the applicant's driver's license.

**History:** Cr. Register, November, 1993, No. 455, eff. 12-1-93; CR 02-105: am. (4), Register October 2002 No. 562, eff. 11-1-02; CR 03-090: am. (2) Register June 2004 No. 582, eff. 7-1-04.

**MPSW 3.07 Application for certification as an independent social worker.** In addition to paying the fee under s. 440.05 (1), Stats., an applicant for certification as an independent social worker shall submit the completed, signed application form and:

(1) A certificate of professional education, signed and sealed by the chancellor, dean or registrar of the school from which the applicant has graduated with a master's or doctoral degree in social work.

(2) Verification that the school or program which awarded the social work degree was accredited by, or a pre-accreditation program, of the Council on Social Work Education (CSWE) at the time the applicant graduated from the program or school, or that a degree awarded by a foreign institution of higher learning has been determined by the CSWE to be equivalent to a program accredited by the CSWE. If the applicant's education was not received in English, the applicant must demonstrate proficiency in English by achieving a score of 550 (or 213 on the computer-based exam) or above on the Test of English as a Foreign Language (TOEFL) or an equivalent score on an equivalent examination.

(3) An affidavit that the applicant, after receiving a master's or doctoral degree and after receiving certification as an advanced practice social worker, has obtained at least 3,000 hours of social work practice in no less than 2 years under the supervision of a supervisor approved by the social worker section. Pre-certification supervised practice shall meet the criteria under s. MPSW 4.01.

(4) Verification of successful completion of the examination approved by the section, or verification that the applicant has obtained certification of the Academy of Certified Social Workers (ACSW) of the National Association of Social Workers.

(5) Verification of the applicant's credential in all jurisdictions in which the applicant has ever been credentialed.

(6) All pertinent information relating to any convictions or pending charges for all crimes and any traffic offenses which did or could result in revocation or suspension of the applicant's driver's license.

**History:** Cr. Register, November, 1993, No. 455, eff. 12-1-93; CR 01-153: am. (3), Register July 2002 No. 559, eff. 1-1-03; CR 02-105: am. (3) and (5), Register October 2002 No. 562, eff. 11-1-02; reprinted to restore dropped copy in (3), Regis-

ter January 2003 No. 565; CR 03-090: am. (2) Register June 2004 No. 582, eff. 7-1-04.

**MPSW 3.09 Application for licensure as a clinical social worker.** In addition to paying the fee under s. 440.05 (1), Stats., an applicant for licensure as a clinical social worker shall submit the completed, signed application form and:

(1) A certificate of professional education, signed and sealed by the chancellor, dean or registrar of the school from which the applicant has graduated with a master's or doctoral degree in social work with a concentration in clinical social work, including completion of supervised clinical field training. In lieu of supervised clinical field training, applicants may submit an affidavit indicating that they have completed 1,500 hours of supervised clinical social work experience in not less than one year within a primary clinical setting, which includes at least 500 hours of face-to-face client contact and is supervised as provided in s. MPSW 4.01.

(2) Verification that the school or program which awarded the social work degree was accredited by, or a pre-accreditation program, of the Council on Social Work Education (CSWE) at the time the applicant graduated from the program or school, or that a degree awarded by a foreign institution of higher learning has been determined by the CSWE to be equivalent to a program accredited by the CSWE. If the applicant's education was not received in English, the applicant must demonstrate proficiency in English by achieving a score of 550 (or 213 on the computer-based exam) or above on the Test of English as a Foreign Language (TOEFL) or an equivalent score on an equivalent examination.

(3) Except as provided in sub. (3m), an affidavit that the applicant, after receiving a master's or doctoral degree and after receiving certification as an advanced practice social worker or an independent social worker, has completed at least 3,000 hours of clinical social work practice in no less than 2 years, including at least 1,000 hours of face-to-face client contact and including DSM diagnosis and treatment of individuals, under the supervision of a supervisor approved by the social worker section. Pre-licensed supervised practice shall meet the criteria under s. MPSW 4.01.

(3m) An applicant who after receiving a master's or doctoral degree in social work and completing any portion of the applicant's 3,000 hours of supervised clinical social work practice outside of Wisconsin in no less than 2 years may be given credit for those hours provided they included at least 1,000 hours of face-to-face client contact, or a proportionate number thereof, and also included DSM diagnosis and treatment of individuals, completed under the supervision of a supervisor acceptable to the social worker section.

(4) Verification of successful completion of the examination approved by the section, or verification that the applicant is a board certified diplomat (BCD) of the American Board of Examiners in clinical social work.

(5) Verification of the applicant's credential in all jurisdictions in which the applicant has ever been credentialed.

(6) All pertinent information relating to any convictions or pending charges for all crimes and any traffic offenses which did or could result in revocation or suspension of the applicant's driver's license.

**History:** Cr. Register, November, 1993, No. 455, eff. 12-1-93; CR 01-153: am. (3), Register July 2002 No. 559, eff. 1-1-03; CR 02-105: am. (intro.), (3) and (5), Register October 2002 No. 562, eff. 11-1-02; reprinted to restore dropped copy in (3), Register January 2003 No. 565; CR 03-090: am. (2) Register June 2004 No. 582, eff. 7-1-04; CR 05-042: am. (1) Register December 2005 No. 600, eff. 1-1-06; CR 08-089: am. (3), cr. (3m) Register June 2009 No. 642, eff. 7-1-09.

**MPSW 3.11 Temporary certificate or license.**

(1) The social worker section may issue a temporary certificate permitting the use of the title "social worker" to an individual who pays the fee under s. 440.05 (6), Stats., and who meets all the qual-

ifications for the social worker certificate except for passing the required examination.

(2) The social worker section may issue a temporary certificate permitting the use of the title "advanced practice social worker" to an individual who pays the fee under s. 440.05 (6), Stats., and who meets all the qualifications for the advanced practice social worker certificate except for passing the required examination.

(3) The social worker section may issue a temporary certificate permitting the use of the title "independent social worker" to an individual who pays the fee under s. 440.05 (6), Stats., and who meets all the qualifications for the independent social worker certificate except for passing the required examination.

(4) The social worker section may issue a temporary license permitting the practice of clinical social work and the use of the title "clinical social worker" to an individual who pays the fee under s. 440.05 (6), Stats., and who meets all the qualifications for the clinical social worker license except for passing the required examination.

(5) The temporary credential expires upon notification of successful completion of the examination or expiration of the 9 month period, whichever is earlier. The temporary credential may be renewed once.

**History:** Cr. Register, November, 1993, No. 455, eff. 12-1-93; am. Register, December, 1995, No. 480, eff. 1-1-96; CR 01-095: am. Register March 2002 No. 555, eff. 4-1-02; CR 02-105: r. and recr., Register October 2002 No. 562, eff. 11-1-02; CR 05-041: am. (5) Register December 2005 No. 600, eff. 1-1-06; CR 13-094: am. (5) Register September 2014 No. 705, eff. 10-14.

**MPSW 3.12 Reciprocal certificate or license.**

(1) The social worker section shall grant a certificate as a social worker under s. 457.08 (1), Stats., to an applicant who pays the fee required by s. 440.05 (2), Stats., and provides evidence of all of the following to the section:

(a) The applicant has a current credential as a social worker or the substantial equivalent in good standing in another state or territory of the United States.

(b) The requirements for the grant of the credential in the other state or territory of the United States are substantially equivalent to the requirements for the grant of the certificate under s. 457.08 (1), Stats.

(c) The applicant has disclosed all discipline ever taken or currently pending against the applicant or any professional credential held by the applicant by any credentialing authority of any state or territory of the United States.

(d) If the applicant has been convicted of a crime, or of a traffic offense which did or could result in the suspension or revocation of the applicant's driver's license, or the applicant has such charges pending against the applicant, the applicant has disclosed all information necessary for the section to determine whether the circumstances of the pending charge or conviction are substantially related to the duties of practice under a social worker certificate.

(e) The applicant passes an examination approved by the social worker section that tests knowledge of state law relating to social work.

(2) The social worker section shall grant a certificate as an advanced practice social worker under s. 457.08 (1) and (2), Stats., to an applicant who pays the fee required by s. 440.05 (2), Stats., and provides evidence of all of the following to the section:

(a) The applicant has a current credential as an advanced practice social worker or the substantial equivalent in good standing in another state or territory of the United States.

(b) The requirements for the grant of the credential in the other state or territory of the United States are substantially equivalent to the requirements for the grant of a certificate under s. 457.08 (2), Stats.

(c) The applicant has disclosed all discipline ever taken or currently pending against the applicant or any professional credential held by the applicant or by any credentialing authority of any state or territory of the United States.

(d) If the applicant has been convicted of a crime, or of a traffic offense which did or could result in the suspension or revocation of the applicant's driver's license, or the applicant has such charges pending against the applicant, the applicant has disclosed all information necessary for the section to determine whether the circumstances of the pending charge or conviction are substantially related to the duties of practice under an advanced practice social worker certificate.

(e) The applicant passes an examination approved by the social worker section that tests knowledge of state law relating to social work.

**(3)** The social worker section shall grant a certificate as an independent social worker under s. 457.08 (1) and (3), Stats., to an applicant who pays the fee required by s. 440.05 (2), Stats., and provides evidence of all of the following to the section:

(a) The applicant has a current credential as an independent social worker or the substantial equivalent in good standing in another state or territory of the United States.

(b) The requirements for the grant of the credential in the other state or territory of the United States are substantially equivalent to the requirements for the grant of a certificate under s. 457.08 (3), Stats.

(c) The applicant has disclosed all discipline ever taken or currently pending against the applicant or any professional credential held by the applicant by any credentialing authority of any state or territory of the United States.

(d) If the applicant has been convicted of a crime, or of a traffic offense which did or could result in the suspension or revocation of the applicant's driver's license, or the applicant has such charges pending against the applicant, the applicant has disclosed all information necessary for the section to determine whether the circumstances of the pending charge or conviction are substantially related to the duties of practice under an independent social worker certificate.

(e) The applicant passes an examination approved by the social worker section that tests knowledge of state law relating to social work.

**(4)** The social worker section shall grant a license as a clinical social worker under s. 457.08 (1) and (4), Stats., to an applicant who pays the fee required under s. 440.05 (2), Stats., and provides evidence of all of the following to the section:

(a) The applicant has a current credential as a clinical social worker or the substantial equivalent in good standing in another state or territory of the United States.

(b) The requirements for granting the credential in the other state or territory of the United States are substantially equivalent to the requirements for granting a license under s. 457.08 (4), Stats.

(c) The applicant has disclosed all discipline ever taken or currently pending against the applicant or any professional credential held by the applicant by any credentialing authority of any state or territory of the United States.

(d) If the applicant has been convicted of a crime, or of a traffic offense which did or could result in the suspension or revocation of the applicant's driver's license, or the applicant has such charges pending against the applicant, the applicant has disclosed all information necessary for the section to determine whether the circumstances of the pending charge or conviction are substantially related to the duties of practice under an independent clinical social worker certificate.

(e) The applicant passes an examination approved by the social worker section that tests knowledge of state law relating to social work.

**History:** Cr. Register November, 1994, No. 467, eff. 12-1-94; CR 02-105: cr. (1) (e), (2) (e), (3) (e) and (4) (e), am. (intro.), (a) and (b), Register October 2002 No. 562, eff. 11-1-02.

### **MPSW 3.13 Social worker training certificate.**

**(1) APPLICATION REQUIREMENTS.** The social worker section shall grant a training certificate to an applicant who submits the fee under s. 440.05 (6), Stats., together with the completed, signed application form and all of the following:

(a) A certified transcript of professional education verifying that the applicant has a bachelor's degree in psychology, sociology, criminal justice or another human service program approved by the section from a college or university accredited by an accrediting body nationally recognized by the secretary of the United States department of education. The certified transcript shall be sent directly to the section by the college or university.

1. To qualify as "another human service program approved by the section" under s. 457.09 (1) (c), Stats., the program shall award a bachelor's degree and be one of the following:

a. An organized course of study recognized by the section to contain all five social worker equivalency courses in s. MPSW 3.13 (2) and a course designated as a senior seminar or capstone course.

b. An organized course of study entitled on the transcript as a human services major.

c. Accredited by any accrediting organization recognized by the Council for Higher Education Accreditation (CHEA) for programs awarding bachelor's degrees with a major in "human services".

2. In subd. 1. b., "human services major" means a major which includes all the following courses:

a. An introductory course which contains a general overview of the field of human services, including origins, career opportunities and techniques and methods of helping individuals and groups in need.

b. A course with significant content in professional ethics and values, including confidentiality, boundaries and values in human services occupations.

c. A course with content in qualitative and quantitative social research methods and statistics.

d. A course designated as a senior seminar or capstone course. The capstone course may be an internship with the seminar in which the training certificate applicant is evaluated to have attained the competencies specified in sub. (3m).

3. The applicant shall have obtained a grade point average of 2.5 or greater in the major completed in the program under subd. 1. a., 1. b. or 1. c.

(b) Verification that the applicant is seeking to attain social worker degree equivalency under s. 457.09 (4), Stats., during the period in which the certificate is valid.

(c) Information requested by the section relating to any convictions or pending charges against the applicant for any criminal or traffic offenses.

**Note:** Application forms are available upon request to the Social Worker Section at 1400 East Washington Avenue, P.O. Box 8935, Madison, Wisconsin 53708.

**(2) SOCIAL WORKER DEGREE EQUIVALENCY.** To attain social worker degree equivalency to a bachelor's degree in social work under the terms of s. 457.09 (4) and (4m) (b), Stats., and to qualify to take the national social work examination, a social worker training certificate holder shall demonstrate by certified transcript from an accredited college or university, sent directly to the section, that the applicant has successfully completed with a minimum of a C grade at least a total of 5 courses, each consisting of

a minimum of either 3 semester hours or 4 quarter hours of academic credit. Courses shall be taught by an instructor who holds a master's degree or a PhD in social work from an institution accredited by the Council on Social Work Education unless otherwise approved by the section. The courses shall use a textbook written by a social work educator for social work courses as a primary text, unless otherwise approved by the section. At least three of these courses shall be taken at the same institution, and shall be distributed among the following subject areas:

(a) *Social welfare policy and services.* At least one course of at least 3 semester hours or 4 quarter hours academic credit. Qualifying course work in this area shall include the history, mission and philosophy of the social work profession, the impact of social policy on health and well-being, the effect of social policy on social work practice, current social policy analysis, political and organizational processes used to influence policy, the process of policy formulation, and the framework for current social policy analysis in light of the principles of social and economic justice.

(b) *Social work practice methods with individuals, families, small groups, communities, organizations and social institutions – generalist practice methods.* At least 3 courses each consisting of at least 3 semester hours or 4 quarter hours academic credit. Qualifying coursework in these areas shall substantively and effectively prepare the student for action to engage with, assess, intervene with, and evaluate individuals, families, groups, organizations, and communities. The social work practice methods taught shall be evidence-based, and shall emphasize client strengths. Each course shall have infused throughout the curriculum significant course content on social work values, ethics, approaches and skills for practice with clients from differing social, cultural, racial, religious, spiritual and class backgrounds; and systems of all sizes. The content of the three courses shall be coordinated by the college or university to cover the material described below and demonstrate that within the curriculum of the three courses, students shall learn:

1. Of the three required social work methods courses, a course in each of the following: social work practice with individuals, social work practice with groups and families, and social work practice with communities, organizations, and social institutions.

2. Practice content which emphasizes professional relationships that are characterized by mutuality, collaboration, respect for the client system and incorporates use of professional social work supervision. Coursework shall prepare a student to do all of the following:

- a. Use empathy and other interpersonal skills with clients.
- b. Develop with the client a mutually agreed upon focus of work and desired outcomes.
- c. Collect, organize, and interpret client data.
- d. Develop mutually agreed upon intervention goals and objectives.
- e. Select appropriate intervention strategies.
- f. Initiate actions to achieve organizational goals.
- g. Implement prevention interventions that enhance client capacities.
- h. Help clients resolve problems.
- i. Negotiate, mediate, and advocate for clients.
- j. Facilitate transitions and endings.
- k. Critically analyze, monitor, and evaluate interventions.

3. Practice assessment which focuses on the examination of client strengths and problems in the interaction among individuals and between people and their environments.

4. Knowledge, values and skills to enhance human well-being and amelioration of the environmental conditions that affect people adversely.

5. Approaches and skills for practice with clients from differing social, cultural, racial, religious, spiritual and class backgrounds and with systems of all sizes.

6. Differential assessments and intervention skills to serve diverse at-risk populations.

7. An evaluation of the student's ability to demonstrate competence in interviewing, using empathy and interpersonal skills. The student shall be able to demonstrate skill in collecting, organizing, and interpreting client data; assessing client strengths and limitations; developing mutually agreed upon intervention goals and objectives; and selecting appropriate intervention strategies.

8. Each social work methods course shall include content on social work values and ethics including the application of the standards of the National Association of Social Workers Code of Ethics to Social Work practice.

9. Each social work methods course shall include content on cultural competence in social work practice, based on the National Association of Social Workers Standards for Cultural Competence in Social Work Practice.

(c) *Human behavior in the social environment, including human growth and development, and social systems theory.* At least one course of at least 3 semester hours or 4 quarter hours academic credit. Qualifying course work in this area shall include theories and knowledge of human biological, sociological, cultural, psychological, and spiritual development across the life span; the range of social systems, including individual, family, group, organizational, and community, in which people live, and the ways social systems promote or deter people in maintaining or achieving health and well-being.

**(3) INTERNSHIP AND EMPLOYMENT.** To qualify to take the national social work examination, a training certificate holder shall demonstrate to the section, by written certification from his or her supervisor sent directly to the section, that he or she engaged in and successfully completed one of the following:

(a) 1. A human services internship of at least 400 hours that was part of the program leading to the degree the certificate holder specified to satisfy the requirement in s. 457.09 (1) (c) and (4m) (b), Stats., or completed while holding the training certificate, and involved direct practice with clients and that was supervised by a social worker certified under s. 457.08, Stats., and who has a bachelor's or master's degree in social work and provides direct, on-site supervision of the intern. A human services internship shall be under the auspices of an accredited college or university.

2. A human services internship completed prior to August 1, 1995, that otherwise qualifies under par. (a), may be approved by the section if it was supervised by a person holding a bachelor's or master's degree in social work and in good professional standing, but who was not certified under s. 457.08, Stats.

(b) One year of social work employment completed while holding the training certificate, which involved at least 400 hours of face-to-face client contact in not less than 12 months, and that was supervised by a social worker certified under s. 457.08, Stats., who has a bachelor's or master's degree in social work and who provides direct, on-site supervision of the certificate holder during the time the certificate holder is at work.

**(3m) DEMONSTRATED COMPETENCY.** A human services internship or one year of social work employment shall be approved by the section provided that the supervising social worker certifies on forms provided by the department that the internship or employment provided training and experience, and the applicant demonstrated competency, in each of the following areas:

(a) Demonstrate the ability to: engage, assess, intervene, and evaluate individuals, families, groups, organizations, and communities in regard to strengths and difficulties in biological, psychological, sociological, cultural, and spiritual functioning.

(b) Demonstrate intervention skills, including: collecting, organizing, and interpreting client data; assessing client strengths and limitations; using empathy and other interpersonal skills; developing mutually agreed upon intervention goals and objectives; determining and implementing appropriate intervention

strategies; and referring clients to other qualified resources when appropriate.

(c) Develop a mutually agreed upon focus of work and desired outcomes, which may include: implementing prevention interventions that enhance client outcomes; helping clients resolve problems; negotiating, mediating, and advocating for clients; and facilitating transitions and endings; referring to community resources; facilitating organizational change to meet social needs based on evaluation and assessment as described in par. (a); and critically analyze, monitor, and evaluate interventions.

(d) Knowledge of other disciplines and resources relevant to the evaluation of clients, plans and policies to alleviate client difficulties, and intervention planning.

(e) Demonstrate cultural competence, based on the National Association of Social Workers Standards for Cultural Competence in Social Work Practice, by intervening effectively on behalf of diverse populations and populations most vulnerable and discriminated against; providing culturally competent services, and collaborating with others to develop services.

(f) Make ethical decisions by applying standards of the National Association of Social Workers Code of Ethics in the delivery of social work services to clients, and applying relevant Wisconsin laws and administrative rules, as applicable.

**(4) SUPERVISION REQUIREMENTS.** In addition to the minimum qualifications for supervisors specified in sub. (3), supervision of qualifying human services internship or employment shall include the direction of social work practice in a face-to-face individual session of at least one hour duration during each week of supervised practice of social work, and shall further comply with s. MPSW 4.01 (1) and (3). Supervision may be exercised by a person other than an employment supervisor. For supervised educational internships or employment experiences that begin 6

months after the effective date of this rule change, the supervisor and student or employee shall complete and sign a learning contract within the first 40 hours of the internship or employment that shall describe the goals of the student or employee's supervised experience and list basic expectations for both the applicant and the supervisor.

**(5) GRANTING SOCIAL WORKER CERTIFICATION.** Subject to s. 457.26 (2), Stats., the section shall grant a social worker certificate to a training certificate holder who has demonstrated social worker degree equivalency, completed a supervised human services internship or social work employment, and passed the national social worker examination and state law examination, all as required under this section and s. 457.09, Stats.

**(6) APPROVAL OF COURSES FOR SOCIAL WORKER DEGREE EQUIVALENCY.** (a) The section may approve in advance courses offered by an accredited college or university which may be taken by a social worker training certificate holder to satisfy the requirements of sub. (2) (a) to (c).

(b) To obtain advance section approval under par. (a), an accredited college or university shall submit course syllabi at least 6 months prior to the commencement of the class. Section approval shall continue for 2 years unless the course content, format, delivery method, or instructor changes. After 2 years, course syllabi shall be resubmitted for approval.

**History:** Cr. Register, November, 1996, No. 491, eff. 12-1-96; cr. (1) (a) 1. to 3., am. (3) (a) (intro.) and (b) (intro.), Register, February, 2000, No. 530, eff. 3-1-00; CR 01-059: cr. (6), Register March 2002 No. 555, eff. 4-1-02; CR 05-098: am. (3) (a) Register September 2006 No. 609, eff. 10-1-06; CR 08-089: am. (3) (a) (intro.) Register June 2009 No. 642, eff. 7-1-09; CR 11-028: r. and recr. (1) (a) 1., am. (2) (intro.), (b) (intro.), (c), (4), (6) (b), renum. (2) (b) 1., (3) (b) (intro.) to be (2) (b) 2., (3) (b) and am., renum. (2) (b) 2., 3., 4., (3) (a) (intro.) to be (2) (b) 3., 4., 5., (3) (a) 1., r. (2) (b) 5., (3) (a) 1., (b) 1., 2., cr. (2) (b) 1., 7., 8., 9., (3m) Register September 2011 No. 669, eff. 10-1-11; corrections in (3) (a) 1. and (3m) (c) made under s. 13.92 (4) (b) 7., Stats., Register September 2011 No. 669.