

Special Review for Meeting Certification Requirements

Candidates may request a special review to look for equivalency in fulfilling any of the BCIA requirements for certification. BCIA does not grant waivers, but looks for equivalent methods in meeting the standard for education or training requirements.

Degree Equivalency: Candidates who hold a degree but not in one of the BCIA approved clinical health care fields may still be eligible for certification. They must demonstrate the equivalent education of a bachelor's degree in a BCIA approved clinical health care field from a regionally accredited academic institution. Degrees earned outside of the US must be translated and evaluated for equivalency by an organization who is a member of the National Association of Credential Evaluation Services (NACES) – www.naces.org.

Degree equivalency is at least 120 semester or 160 quarter units from a regionally accredited college or university. All course work being considered for degree equivalency must have been taken for credit. *Continuing education hours and work experience are typically not an acceptable substitution for university course work.*

Special Reviews will be initiated upon receipt of Items 1-3 below.

Candidates should submit their request for special review before starting their biofeedback education/training programs. Submit *four* copies of all documents. Allow 3 - 4 weeks for the special review process.

1. Address a letter to the "Special Review Committee" requesting the BCIA requirement that you would like reviewed and why you believe your submission is equivalent to our standards.
2. Document your request by submitting all college transcripts, continuing education certificates, or any other documentation as required to substantiate your inquiry. Additional documentation may be requested by the Certification Review Committee.
3. Enclose the special review fee of \$100.