

HOW TO NAVIGATE LARS

When you first log into LARS, you will need to select your licensure level.

If you run into any kind of trouble, select HELP to return to the LARS Help Page.

The screenshot shows the LARS login interface. At the top left is the logo for the Mississippi Board of Examiners for Social Workers and Marriage & Family Therapists. To the right of the logo is the board's name. Below the logo is a navigation menu with three items: 'Licensing', 'Help', and 'Contact Us'. The 'Help' item is highlighted in dark teal. An orange arrow points from the text above to the 'Help' link. Below the navigation menu is a central area with a note: '* indicates a required field.' Below this note is a 'Login' form. The form has a dark teal header with the word 'Login' in white. Below the header is a dropdown menu labeled '* Select License Type' with the text '<< Select One >>' and a downward arrow.



Mississippi Board of Examiners for Social Workers and Marriage & Family Therapists

Licensing

Help

Contact Us

* indicates a required field.

Login

* Select License Type << Select One >>

<< Select One >>

Licensed Social Worker

Licensed Master Social Worker

Licensed Certified Social Worker

Licensed Marriage & Family Therapist

Licensed Marriage & Family Therapy Associate

On the next screen, you'll enter the required information. If you run into trouble logging in, go to the Verify a License screen to verify your license number and the spelling of your last name. Then come back to this screen and log in.

BE SURE WHEN YOU ARE ENTERING THE LICENSE NUMBER THAT YOU DO NOT ADD THE LETTER, ONLY THE NUMBERS.

Mississippi Board of Examiners for
Social Workers and Marriage & Family Therapists

Licensing
Help
Contact Us

* Indicates a required field.

Login

* Select License Type

* License Number

four digits of SSN

* Last Name

* Date of Birth

Enter only numeric portion of the license number.

On the next screen, you will need to provide an email address. It is important to provide a valid email address because all of our correspondences will be emailed to you.



Mississippi Board of Examiners for Social Workers and Marriage & Family Therapists

Licensing

Help

Contact Us

* indicates a required field.

Enter/Update your e-mail address

* Email

Save

CE COMPLIANCE

You've logged into LARS, now what?!

This is what the HOME page will look like once you log on. From here, you can go into [General Information](#) and make sure everything is updated. Any time you move, change phone numbers or email addresses, the General Information tab is where you want to update that information.

Important Tabs to Know

General Information:

Update your address and see your license history.

Renew License:

Do NOT access this tab until March or April of your Renewal year. Go to CE Compliance FIRST!

CE Compliance:

You can access this tab anytime you want to add CE Hours, all throughout the Year.

Pay Balance:

We can add a charge to your profile like an out-of-state verification fee. Email us the form, we post the charge, you pay it online.

Print License/Pocket Card:

As many free copies as you want! We no longer mail these.

FAQ or HELP:

Just in case you get stuck and out small office staff is unavailable.

Mississippi State Board of Examiners for Social Workers and Marriage & Family Therapists

M [REDACTED] License Status: PENDING Licensed Master Social Worker


Welcome to the Mississippi State Board of Examiners for Social Workers and Marriage & Family Therapists Licensing application and renewal website. This site was developed to service your licensing needs quickly, safely, and securely. The links on your left will navigate you through the site.



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This is what the General Information screen will look like. Click on [Edit Personal Details](#) to update your information. Be sure to save it after you are done. Also, if you see your application status in 'Pending', this means you have not completed the Renewal process. If you did not go through the end and pay your renewal fee, your renewal is incomplete. If you have issues, please contact us before your license expires or the system will not let you renew.



Mississippi State Board of Examiners for Social Workers and Marriage & Family Therapists

Licensing Home

General Information

Renew License

CE Compliance

Pay Balance

Payment Tracking

Print License

Pocket Card

Report Changes

FAQ

Contact Us

Logout

M [REDACTED]

License Status: **PENDING**

Licensed Master Social Worker

Personal Details

Name: [REDACTED] Primary Phone: 601-[REDACTED] (WORK)

Primary Email: [REDACTED]

Mailing Address: [REDACTED] USA

[Edit Personal Details](#)

License History

License #	Type	Status	Renewal	First Lic.	Effective	Expiration
M [REDACTED]	Licensed Master Social Worker	Pending	08/19/2022	05/29/2019	05/01/2024	04/30/2026
M [REDACTED]	Licensed Master Social Worker	Active	04/11/2022	05/29/2019	05/01/2022	04/30/2024
M [REDACTED]	Licensed Master Social Worker	Expired	04/11/2020	05/29/2019	05/01/2020	04/30/2022
M [REDACTED]	Licensed Master Social Worker	Expired		05/29/2019	05/29/2019	04/30/2020

This is the CE Compliance screen. It will allow you to keep up with how many hours you need before renewing. To add courses, click on the Maintain Credits tab below.

Mississippi State Board of Examiners for Social Workers and Marriage & Family Therapists

M [REDACTED] License Status: ACTIVE Licensed Master Social Worker

Continuing Education Compliance Information

Licensing Period: 05/01/2022 - 04/30/2024

CE Compliance Summary

	Required	Taken	Balance
Diversity	2.0	0.0	-2.0
General	33.0	0.0	-33.0
Mandated Reporting	1.0	0.0	-1.0
Professional Ethics	4.0	0.0	-4.0

Not Compliant

No Continuing Education data available for this license period

[View Course Summary](#) [Maintain Credits](#)

Use CE Compliance at any time to enter CE hours.

Print and/or Email Certificate and Card copies any time.

Select the appropriate renewal period from the dropdown menu License Period. Next, click on add classes.

Once you are done, you can go back to the Compliance summary to view your entries. While you are entering classes in CE Compliance, it will have an option for you to edit or delete a course if you make a mistake. Your maintain credit screen will look different if you have used the online system. It will have listed all of your classes.

Mississippi State Board of Examiners for Social Workers and Marriage & Family Therapists

License Status: ACTIVE **Licensed Master Social Worker**

Maintain Credits

License Period: **< Select One >**

License	Date Taken	Hours
	05/01/2022 - 04/30/2024	
	05/01/2020 - 04/30/2022	
	05/29/2019 - 04/30/2019	

Add Class

Back to Compliance Summary

This is the screen where you will enter your continuing education. Please make sure you enter all of your hours correctly and be sure to hit the SAVE button. Falsifying hours or maliciously entering hours incorrectly will result in CE Noncompliance and put you on the Probationary List or worse. If it doesn't have an **orange** asterisk (*) by it, you can skip it. **PLEASE MAKE SURE YOU ENTER YOU HOURS IN THE CORRECT LICENSE PERIOD. YOU CAN EDIT IF YOU DON'T.**

*******IMPORTANT*******

When you add your courses, make sure you are entering in the current renewal period. If you go to Renew License first and have to come back to CE Compliance, the system will default and add the future renewal year.

Also, be sure to enter the correct course name as well as provider for EACH CE Offering you attend. Certain Provider Names can be abbreviate such as ASWB, MAMFT, NASW, or schools such as JSU, USM, MSU, UM, etc.

Maintain Credits

Add Class

* License Period

* Course Name

* Provider Name

* Type

Program Country

Program State

Program City

* Start Date

* End Date

* Category

* Hours

The system will allow you to renew your license beginning two months in advance of your renewal period. Once you have entered all of your hours in CE Compliance and it is your period to renew, click on the Renew License tab. Please note: IF YOU DO NOT HAVE ALL OF YOUR HOURS, THE COMPLIANT TAB WILL SHOW IN **RED**, AS WILL THE CATEGORIES THAT YOU ARE SHORT. YOU CAN STILL RENEW AND ENTER YOUR SHORTAGE AT A LATER TIME.

Licensing Period

10/01/2020 - 09/30/2022 ▼

CE Compliance Summary

	Required	Taken	To General	Balance
Diversity	2.0	7.0	5.0	0.0
General	33.0	14.5	0.0	5.0
Mandated Reporting	1.0	3.5	2.5	0.0
Professional Ethics	4.0	20.0	16.0	0.0
<input type="text" value="▼"/>	<input type="text"/>	<input type="text"/>		


Compliant

Exit

View Course Summary

STEPS THROUGH THE RENEWAL

Please understand that your license will not be renewed until you get a payment confirmation at the end of the payment processing. You will be able to go back to the Home screen to verify renewal of your license, and to print your card and certificate. Let's say you go through the RENEW LICENSE tab and it shows you are still CE NON-Compliance (in red), to get back to the Licensing screen to access CE Compliance, click on Licensing Home.



Mississippi State Board of Examiners for Social Workers and Marriage & Family Therapists

Renewal Home
Licensing Home

M [REDACTED] License Status: ACTIVE Licensed Master Social Worker

Select licenses for renewal:

- Licensed Master Social Worker (M [REDACTED])

All active licenses may be renewed online. Once a license has lapsed after the grace period, you must re-apply for a new license.

Before you begin, you will need the following:

- o Visa Debit/Credit Card
- o MasterCard Debit/Credit Card
- o American Express Credit Card
- o Discover Card
- o e-Check

The total price paid through this application includes funds used to develop, maintain, enhance and expand the service offerings of the state's eGovernment program. A Processing Fee will be added to your total once you have completed the renewal process. The base amount of the payment will be remitted back to The Mississippi Board of Examiners for Social Workers and Marriage & Family Therapists. For questions about the ms.gov order total, contact (877) 290-9487.

Next >>



Mississippi Board of Examiners for Social Workers and Marriage & Family Therapists

Renewal Home
Licensing Home

M [REDACTED]

License Status: ACTIVE

Licensed Master Social Worker

* indicates a required field.

Personal Info

Full Legal Name:

First Name:	[REDACTED]	[REDACTED]
Middle Initial:	[REDACTED]	[REDACTED]
Last Name:	[REDACTED]	[REDACTED]
Suffix:	[REDACTED]	[REDACTED]
Date Of Birth:	[REDACTED]	[REDACTED]
Last Four Digits of SSN:	[REDACTED]	[REDACTED]
Mailing Address		
* Country:	[REDACTED]	USA
* Address Line 1:	[REDACTED]	[REDACTED]
Address Line 2:	[REDACTED]	[REDACTED]
* Zip:	[REDACTED]	[REDACTED]
* City:	[REDACTED]	[REDACTED]
* State:	[REDACTED]	[REDACTED]
* County:	[REDACTED]	[REDACTED]
* Primary Phone:	[REDACTED]	[REDACTED]
Secondary Phone:	[REDACTED]	Select One >
Fax:	[REDACTED]	[REDACTED]
* Email Address:	[REDACTED]	[REDACTED]
* Re-Enter Email Address:	[REDACTED]	[REDACTED]

Cancel

Next >>



Mississippi Board of Examiners for Social Workers and Marriage & Family Therapists

Renewal Home
Licensing Home

M [REDACTED]

License Status: ACTIVE

Licensed Master Social Worker

* indicates a required field.

Detailed Questions

*Since your last renewal, have you been convicted of any violation of the law (except for minor traffic violations)?

NO

*Do you state by means of this application that you are in full compliance with the Standards of Conduct set forth in the [Rules and Regulations manual](#).

YES

<< Previous

Cancel

Next >>



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Mississippi Board of Examiners for Social Workers and Marriage & Family Therapists

Renewal Home
Licensing Home

M [REDACTED]

License Status: ACTIVE

Licensed Master Social Worker

Employment

Employer	Position	Address	Phone	Ph Ext	C
Edit Delete	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

<< Previous Add Cancel Next >>



Mississippi Board of Examiners for Social Workers and Marriage & Family Therapists

Renewal Home
Licensing Home

M [REDACTED]

License Status: ACTIVE

Licensed Master Social Worker

Employment

Record has been successfully saved.

Employer	Position	Address	Phone	Ph Ext	Cur Emp
te	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	<input type="checkbox"/>
te	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	<input checked="" type="checkbox"/>

<< Previous Add Cancel Next >>



Mississippi Board of Examiners for Social Workers and Marriage & Family Therapists

Renewal Home
Licensing Home

M [REDACTED]

License Status: ACTIVE

Licensed Master Social Worker

Continuing Education Compliance Information

Licensing Period

05/01/2021 - 04/30/2023

CE Compliance Summary

	Required	Taken	To General	Balance
Diversity	2.0	2.0	0.0	0.0
General	33.0	40.5	0.0	8.5
Mandated Reporting	1.0	1.0	0.0	0.0
Professional Ethics	4.0	5.0	1.0	0.0
<input type="text"/>	<input type="text"/>	<input type="text"/>		

Compliant

[View Course Summary](#)

[<< Back](#)

[Cancel](#)

[Next >>](#)



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Mississippi Board of Examiners for Social Workers and Marriage & Family Therapists

Renewal Home
Licensing Home

M [REDACTED]

License Status: ACTIVE

Licensed Master Social Worker

Affidavit

(Read Carefully)

I hereby swear and affirm under penalties of perjury that the foregoing information is true. I, the undersigned, do solemnly swear or affirm that I am the above applicant. I have read the above application, and all statements contained therein or accompanying this application are true to the best of my knowledge and belief. I also agree to uphold the laws and standards of conduct set forth in the laws of the State of Mississippi as pertain to the practice of Social Work.

* Ta [REDACTED]
Signature

* YES By selecting YES, I am agreeing that I have read and agree to the AFFIDAVIT above.

<< Back

Cancel

Next >>





Mississippi Board of Examiners for Social Workers and Marriage & Family Therapists

[Renewal Home](#)
[Licensing Home](#)

M

License Status: ACTIVE

Licensed Master Social Worker

Please review the summary screen and check for accuracy.

[\[Edit Personal Information\]](#)

Personal Information

Full Legal Name:

First Name:

Middle Initial:

Last Name:

Suffix:

Mailing

* Country

* Address Line 1

Address Line 2

* Zip

* City

* State

* County

* Primary Phone

Secondary Phone

Fax

* Email Address

* Re-Enter Email Address

[\[Edit Detailed Questions\]](#)

Detailed Questions

* Since your last renewal, have you been convicted of any violation of the law (except for minor traffic violations)?
NO

* Do you state by means of this application that you are in full compliance with the Standards of Conduct set forth in the [Rules and Regulations manual](#).
YES

[\[Review Employment\]](#)

Employment

Employer	Position	Address	Phone	Ph Ext	C
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Continuing Education Details

Licensing Period
05/01/2021 - 04/30/2023

CE Compliance Summary

	Required	Taken	To General	Balance
Diversity	2.0	2.0	0.0	0.0
General	33.0	40.5	0.0	8.5
Mandated Reporting	1.0	1.0	0.0	0.0
Professional Ethics	4.0	5.0	1.0	0.0


Compliant

[\[Agree & Sign Affidavit\]](#)

Affidavit

(Read Carefully)

I hereby swear and affirm under penalties of perjury that the foregoing information is true. I, the undersigned, do solemnly swear or affirm that I am the above applicant. I have read the above application, and all statements contained therein or accompanying this application are true to the best of my knowledge and belief. I also agree to uphold the laws and standards of conduct set forth in the laws of the State of Mississippi as pertain to the practice of Social Work.

Signature 

* YES By selecting YES, I am agreeing that I have read and agree to the AFFIDAVIT above.

Save/Preview Your Renewal Application

<< Back

Submit & Close

CERTIFICATE AND CARD PRINT

Mississippi State Board of Examiners for Social Workers and Marriage & Family Therapists

Licensing Home
General Information
Renew License
CE Compliance
Pay Balance
Payment Tracking
Print License
Pocket Card
Report Changes
FAQ
Contact Us
Logout

M [REDACTED] License Status: ACTIVE Licensed Master Social Worker

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Print and/or Email Certificate and Card copies any time. See screenshots below for printing and saving.



Mississippi Board of Examiners for Social Workers and Marriage & Family Therapists

- Licensing Home
- General Information
- Renew License
- CE Compliance
- Pay Balance
- Payment Tracking
- Print License
- Pocket Card
- Report Changes
- Help
- Contact Us
- Logout

License Status: ACTIVE

Licensed Social Worker

1 of 1

Click on the 3 dots (...) next to the - +

Mississippi Board of Examiners
for
Social Workers and Marriage and Family Therapists

has fulfilled the requirements prescribed by the law of The State of Mississippi to practice as a

Licensed Social Worker

Therefore, by the authority granted in the law of The State of Mississippi,
The Mississippi Board of Examiners hereby licenses the aforesaid.

Date Issued: 09/30/2024
License Number: [Redacted]
Expiration Date: [Redacted]

Erica Allen
Executive Director

Certificate is not transferable



Mississippi Board of Examiners for Social Workers and Marriage & Family Therapists

- Licensing Home
- General Information
- Renew License
- CE Compliance
- Pay Balance
- Payment Tracking
- Print License
- Pocket Card
- Report Changes
- Help
- Contact Us
- Logout

License Status: ACTIVE

Licensed Social Worker

1 of 1

- Rotate
- Fit to page
- Page view
- Read aloud
- Add text
- Draw
- Highlight
- Erase
- Print Ctrl+P
- Save Ctrl+S

Mississippi Board of Examiners
for
Social Workers and Marriage and Family Therapists

has fulfilled the requirements prescribed by the law of The State of Mississippi to practice as a

Licensed Social Worker

Therefore, by the authority granted in the law of The State of Mississippi,
The Mississippi Board of Examiners hereby licenses the aforesaid.

Date Issued: 09/30/2024
License Number: [Redacted]
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Erica Allen
Executive Director

Certificate is not transferable



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