



**MISSISSIPPI
STATE BOARD OF EXAMINERS
FOR SOCIAL WORKERS AND MARRIAGE & FAMILY THERAPISTS**

~~~~~**If you are upgrading your license from LSW to LMSW**~~~~~

**Listed below are items that must be submitted to our office for testing approval:**

- Initial Application (Form 266) and Processing Fee (\$27.00 money order or cashier's check only) -**Valid one year from the date stamped received by the Board office.**
- Verification of Education Form (Form 267) Fill out the top portion, get it notarized and mail to registrar's office of the college or university where you received your social work degree.

**Once the above completed forms are in your application file, you will be sent an approval letter which will give you exam instructions. Please allow 2 weeks for processing. After you pass the ASWB exam, your test score will be forwarded to the Board office within 2 weeks after completing the exam. Listed below are items that must be submitted to our office to complete your application for review and approval. You may combine the fees and submit them in one payment.**

- Request for Fingerprint Card Form - Please submit this form to request a fingerprint card and \$50.00, money order or cashier's check only. Upon the Board receiving the form with fee, a fingerprint card will be mailed to you with instructions.
- Upgrade Fee of \$32 payable by cashier's check or money order only.

**If you pass the test in the year you are to renew at the LSW level, you will still be required to renew. Your renewal fee is \$75.00.**

~~~~~**If you are upgrading your license from LMSW to LCSW**~~~~~

Once your 4th evaluation for supervision is approved, you will be sent an approval letter which will give you exam instructions. After you pass the ASWB exam, your test score will be forwarded to the Board office within 2 weeks after completing the exam. Listed below are items that must be submitted to our office to complete your application for review and approval. You must submit these items before a new license is issued. You may combine the fees and submit them in one payment.

- Request for Fingerprint Card Form - Please submit this form to request a fingerprint card and \$50.00, money order or cashier's check only. Upon the Board receiving the form with fee, a fingerprint card will be mailed to you with instructions.
- Upgrade Fee of \$32 payable by cashier's check or money order only.
- Three Current Letters of Reference (ONLY IF YOUR REFERENCES ARE OLDER THAN 2 YEARS OLD)

If you pass the test in the year you are to renew at the LMSW level, you will still be required to renew.