



STATE OF MISSISSIPPI
PHIL BRYANT, Governor
TATE REEVES, Lt. Governor

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

SOCIAL WORK APPLICANT CHECKLIST FOR LICENSURE THROUGH EXAMINATION AFTER COMPLETION OF YOUR SOCIAL WORK DEGREE

Thank you for your interest in Social Work licensure in the State of Mississippi. In order to apply for licensure in MS, you will need to possess a bachelors or masters degree in Social Work from an accredited CSWE program and have a passing score on the applicable ASWB exam. It is your ethical responsibility to read and understand the rules and regulations regarding social workers. Licensure information and forms needed can be found on our website at www.swmft.ms.gov.

Listed below are items that must be submitted to our office for your approval for licensure testing.

- Initial Application (Form 266) -**Valid one year from the date stamped received by the Board office.**
- Initial Application Processing Fee (\$25, money order or cashier's check only)
- 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 exam approval letter which will give you exam instructions. Please allow 2 weeks for processing.

Listed below are additional items that must be submitted to our office to be reviewed by the Board for Social Work licensure.

- Passing Score from ASWB (ASWB will forward your test score to the Board office within 2 week after completing the exam.
- Request for Fingerprint Card Form - **Please submitted this form after you pass the ASWB exam as a requirement for licensure. The FBI fingerprint background is not required to be approved to take the exam.** Applicants should have their fingerprints placed on the fingerprint card **electronically (live scan)** by a local Law enforcement agency, such as a highway patrol office, local police department or sheriff's department. Fingerprints can be ink **rolled** on to the card, but they tend to be rejected by the FBI due to poor quality. Results are valid for six months from the date stamped received



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Page 2 - Checklist

by the Board office. Results are valid for six months from the date stamped received by the Board office. By state law, the Board cannot accept FBI background check results processed by employers or other agencies.

- Initial License Fee (\$70.00 for bachelor level, or \$30 if upgrading a current license from LSW to LMSW and \$100.00 for LMSW or LCSW). Usually submitted after the Board receives your passing exam score.