

Goal and objectives for IV-E student scholars completing the licensing process

Goal: Complete state licensure requirement prior to graduation

Objectives:

- a. Obtain copy of Social Work Licensure Process from seminar instructor
- b. 3 months prior to graduation complete the Social Work License application with the application fee of \$50.00.
- c. Fill out the addendum required for licensure candidates that have not yet graduated
- d. Prepare list of 3 references as outlined and required
- e. Complete notarized signature page
- f. Upon approval by the State Board of Social Worker Examiners student can then pay \$175.00 fee to ASWB and schedule exam. ASWB will notify student of time and date when exam is scheduled. Upon completion ASWB will then send an official copy of test results to the State Board of Social Worker Examiners (Bureau of Occupational Licensing).
- g. After graduation send an official transcript to State Board of Social Work Examiners and your license will be issued.