Texas Licensure Exam Instructions and Timeline

Step 1:
Go to the Texas State Board of Social Work Examiners website, http://www.dshs.state.tx.us/socialwork/default.shtm

Step 2:
Click on New or Reapplication for Licensed Master Social Worker (LMSW) or Licensed Bachelor of Social Work (LBSW).

You must fill out and/or submit the following:
_____ Application for licensure - Form A (can be done online)
_____ Submit fee ($91.00)
_____ Official college transcript verifying MSW from a CSWE accredited program (You won’t have this if you are in your final semester of study. Instead you will have to submit an official letter from the SSW confirming your expected graduation date.
_____ Proof of completion of Jurisprudence Exam (You will also have to apply for the Jurisprudence Exam. This is a $40, 126 questions, no fail exam that you take online. All new applicants for licensing must take this exam to get their license! Click here for more information and to apply for the exam.
_____ Verification of Licensure in Other Jurisdiction - Form II (if previously licensed in another jurisdiction)
_____ Examination Security Information Form – Form VII (this form essentially states that you are not taking the exam for someone else)

***Apply early as it takes a several weeks to get all paperwork processed. But remember - you can only apply if you are in your final semester of study.

Step 3:
The Texas State Board of Social Work Examiners sends you a letter saying you may sit for the LMSW or LBSW exam.

Step 4:
You apply to take the exam from ASWB, Association of Social Work Boards. Go to www.aswb.org and click on “Register for Social Work Licensing Exam.” This will cost you $230 – nonrefundable.

Step 5:
ASWB sends you an email confirming your registration to take the exam as well as information on how to schedule your exam at a Pearson VUE testing site.

Step 6:
If you receive confirmation that you have passed, mail a copy of your final transcript to the TX Licensing Board if you take the exam early or you won’t get your license!