



MARRIAGE AND FAMILY THERAPY LICENSING GUIDE

LICENSURE REQUIREMENTS CHECKLIST

(Listed below are the minimum requirements needed to obtain a Marriage and Family Therapy License.)

APPLICATION AND FEES

- Application for a Marriage and Family Therapy License - Complete all fields, answer all questions and submit any supporting documentation.
- Paper application can be found by visiting www.michigan.gov/healthlicense.

- Application Fee (Must be paid by check or money order payable to The State of Michigan):

LLMFT – \$91.85
 LLMFT Relicensure – \$111.85
 LMFT – \$91.85
 LMFT Relicensure – \$111.85

Initial licenses are issued for a year or less to get you into the renewal cycle for your profession.

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS (EXCEPT RENEWAL)

- Criminal Background Check – Once the application is received, you will be mailed an Application Confirmation letter containing instructions to complete the Criminal Background Check (except those applicants seeking relicensure, if the license expired within the last three years.)
- Good Moral Character Questions – Documentation will be required if you answer “yes” to either question to show at the current time you have the ability to, and are likely to, serve the public in a fair, honest and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking a license.
- Human Trafficking – Beginning March 17, 2021, individuals seeking licensure must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.7202 prior to being issued a license. The training must only be completed one time.
- Social Security Number – An individual applying for licensure is required to provide his or her social security number at the time of application. If exempt under law from obtaining a SSN or do not have a SSN, a statement in writing is required at the time the application is submitted.
- Verification of Licensure – If you hold a current license or ever held a license as a marriage and family therapist, verification of licensure will be required to be submitted directly to this office by the licensing

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agency of any state of the United States in which you hold or ever held a license. Verification can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

- Professional Education – Name of School Attended and Name of Educational Program Completed

ADDITIONAL REQUIREMENTS FOR LMFT LICENSURE BY EXAMINATION

- Final, Official Transcripts – Transcripts must be submitted directly to our office from the school attended and meet the standards set forth by the Board. Transcripts can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- Certification of Marriage and Family Therapy Education Form – This must be submitted directly to our office from the school attended and meet the following standards:
 - Graduate from an educational program that is accredited by the Commission on Accreditation for Marriage and Family Education (COAMFTE), OR 1) Graduate with a master's or doctoral degree from a regionally accredited institution that includes a) three courses (at least 6 semester or 9 quarter hours) in family studies; b) three courses (at least 6 semester or 9 quarter hours) in family therapy methodology; c) three courses (at least 6 semester or 9 quarter hours) in human development, personality theory, or psychopathology; d) at least 2 semester or 3 quarter hours in ethics, law and standards of professional practice; e) at least 2 semester or 3 quarter hours in research.
- Supervisor's Evaluation of Applicant's 300 Hours of Direct Client Contact Form – This must be completed by the supervisor.
 - Complete an eight-month supervised practicum experience that includes at least 300 direct client contact hours and meets the standards set forth by the Board. This requirement does not apply to those with a doctoral degree from a COAMFTE-accredited program.
- Supervisor's Evaluation of Applicant's 1000 Hours of Direct Client Contact Form – This must be completed by the supervisor and meet the standards set forth by the Board.
 - Complete at least 1,000 hours direct client contact that is obtained post-degree and supervised by a licensed MFT. If the hours are completed in Michigan, an educational limited license should be held while accruing the experience. This requirement does not apply to those with a doctoral degree from a COAMFTE-accredited program.
- Pass the National Marital and Family Therapy Examination that is conducted by the Association of Marital and Family Therapy Regulatory Boards (AMFTRB) – Score results must be received directly from the Professional Testing Corporation.

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ADDITIONAL REQUIREMENTS FOR LMFT LICENSURE BY ENDORSEMENT

- Applicants for licensure by endorsement must have been licensed prior to December 31, 1999 in another state and have been engaged in the practice of marriage and family therapy for not less than 5 years before the date of filing an application for Michigan licensure.

Applicants licensed in another state, not meeting the above, in addition to meeting the requirements of section 16909 of Michigan Public Health Code, shall have passed an examination under R 338.7209.

ADDITIONAL REQUIREMENTS FOR LMFT RELICENSURE

- If your license has been lapsed more than 3 years, and you do not hold a current, unrestricted MFT license in another state, you will be required to pass the AMFTRB Examination in Marital and Family Therapy. Information about the National Marital and Family Therapy Examination can be found at www.amftrb.org.

ADDITIONAL REQUIREMENTS FOR LLMFT LICENSURE

- Final, Official Transcripts – Transcripts must be submitted directly to our office from the school attended and meet the standards set forth by the Board. Transcripts can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- Certification of Marriage and Family Therapy Education Form – This must be submitted directly to our office from the school attended and meet the following standards:
 - Graduate from an educational program that is accredited by the Commission on Accreditation for Marriage and Family Education (COAMFTE), OR 1) Graduate with a master's or doctoral degree from a regionally accredited institution that includes a) three courses (at least 6 semester or 9 quarter hours) in family studies; b) three courses (at least 6 semester or 9 quarter hours) in family therapy methodology; c) three courses (at least 6 semester or 9 quarter hours) in human development, personality theory, or psychopathology; d) at least 2 semester or 3 quarter hours in ethics, law and standards of professional practice; e) at least 2 semester or 3 quarter hours in research.
- Supervisor's Evaluation of Applicant's 300 Hours of Direct Client Contact Form – This must be completed by the supervisor.
 - Complete an eight-month supervised practicum experience that includes at least 300 direct client contact hours and meets the standards set forth by the Board. This requirement does not apply to those with a doctoral degree from a COAMFTE-accredited program.

RENEWAL REQUIREMENTS CHECKLIST

- Online Application For Marriage and Family Therapy Renewal – Can be completed by visiting www.michigan.gov/elicense
- Renewal Application Fee (Must be paid by Visa, Mastercard, or Discover credit or debit card or by electronic check):
 - Marriage and Family Therapist (LMFT) - \$118.90
 - Marriage and Family Therapist -Educ LTD (LLMFT) - \$59.45
- Renewal Cycle:
 - Marriage and Family Therapist (LMFT) – 2 Years
 - Marriage and Family Therapist -Educ LTD (LLMFT) – 1 Year (may renew a maximum of 5 times)
- Good Moral Character Questions – Documentation will be required if you answer “yes” to either question to show at the current time you have the ability to, and are likely to, serve the public in a fair, honest and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking license renewal.
- Disciplinary Question – Documentation will be required if you answer “yes” to having sanctions imposed against you by a similar licensure, registration, certification, or disciplinary board of another state or country you have not previously reported to the department.
- Human Trafficking – Beginning in 2019, and all renewals thereafter, licensees seeking renewal must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.7202 prior to renewing their license. The training must only be completed one time.

HELPFUL RESOURCES AND FORMS

- By visiting www.michigan.gov/healthlicense and clicking on the Marriage and Family Therapy link you can access the following helpful resources and forms:
 - Resources:
 - Public Health Code
 - Administrative Rules for Marriage and Family Therapy
 - Forms:
 - Marriage and Family Therapy Application and Relicensure
 - 1000 Hour Supervision Evaluation Form
 - 300 Hour Supervision Evaluation Form
 - Certification of Marriage and Family Therapy Education Form