

Master Social Worker exam eligibility and the ASWB Frequently Asked Questions

Beginning June 30, 2021, the State of Michigan must verify an applicant has completed the required 4,000 hours of experience before making an applicant eligible to take the exam. This is being done so Michigan will be in compliance with the ASWB's requirements.

Q: Who does this change affect?

A: Michigan grants Master level social worker licenses with a designation of either Clinical or Macro. In order to be made eligible for the exam, you need 4,000 hours of verified experience in either of these areas.

Q: I already applied for a limited master social work license prior to June 30, 2021, does this affect me?

A: No. If you applied and received a limited master social work license prior to June 30, 2021, then you are eligible to take the exam already, and will not have to complete the supervision hours in order to be made eligible for the exam.

Q: I will be graduating the spring of 2021, when should I apply?

A: In order to receive a limited license, you must have the school submit conferred transcripts to BPLData@michigan.gov. Fingerprints are also a requirement for a limited license, therefore applications may be submitted 1 month prior to graduation in order to obtain the paperwork necessary for completing the fingerprint process. Please note: Fingerprint notices are mailed once the department receives an application. Do not attempt to have fingerprints completed prior to receiving this notice. The notice will contain information necessary to be connected with your application. Failure to wait for this notice may result in a delay of processing the application.

Q: What are some obstacles that may prevent me from obtaining a limited license and being made eligible for the exam prior to June 30, 2021?

A: Not completing fingerprints in a timely manner; not requesting transcripts to be sent to BPLData@michigan.gov mailbox in a timely manner (transcripts are only accepted from

Master Social Worker exam eligibility and the ASWB Frequently Asked Questions

the school); Not mailing the application in timely; Failure to completely fill out the application including signature.

Q: Does this change with the ASWB affect someone who is applying for a bachelor social worker license?

A: No. Only the master social worker applicant since Michigan requires specific designations (Clinical or Macro) for licensure.

Q: How do I apply for the limited license?

A: Applications are available on our website at www.michigan.gov/bpl under the Health Licensing (Apply & Renew) box, then by selecting the Social Work link under Licensed Health Professionals. The application must be mailed with check or money order, to the address in the upper right-hand corner. Applications CANNOT be emailed or faxed to BPL.

Q: Is there a way to know my application has been received and check the status of my application?

A: Once your application has been received by the Bureau of Professional Licensing, you will receive an application confirmation letter by mail that contains your Customer ID number. The Customer ID number will allow you to check the status of your application at www.michigan.gov/appstatus.

Q: If I was eligible to take the exam, and did not receive a passing score, will I remain eligible to test?

A: Yes. Once you have been made eligible, you will be eligible for 5 years. If you didn't receive a passing score, you will remain eligible however, you will need to follow the ASWB's rules for retesting.

Q: After June 30, 2021 how long do I have to obtain the 4,000 hours of experience?

A: Only those hours acquired under the supervision of a Master Social Worker are counted towards the 4,000 hour requirement, and can only be counted while you hold an Active Limited license. You should not apply or renew a limited license unless you are able to

Master Social Worker exam eligibility and the ASWB Frequently Asked Questions

work under the supervision of a Master Social Worker to gain the experience. **A limited license is renewable for not more than 6 years.**

Q: I currently hold a License as a Master Social Worker with 1 designation, and I now want to add the 2nd designation. Do I have to complete the 2,000 hours of experience prior to being made eligible for the exam?

A: Yes. Proof of experience forms must be submitted before you are made eligible for the exam.