

MARRIAGE AND FAMILY THERAPIST LICENSING GUIDE

LICENSURE REQUIREMENTS CHECKLIST
 (Listed below are the minimum requirements needed to obtain a Marriage and Family Therapist License.)

APPLICATION AND FEES

- Online Application for a Marriage and Family Therapy License - Complete all fields, answer all questions and upload any supporting documentation. Online application can be completed by visiting www.michigan.gov/miplus.
- Application Fee (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card.):

 LMFT – \$151.30
 LMFT Relicensure – \$171.30

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS (EXCEPT RENEWAL)

- Criminal Background Check – Once the online application is completed and submitted you will be emailed 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, the SSN affidavit form will be required to be uploaded at the time the application is submitted.
- Verification of Licensure – Verification of licensure must be submitted directly to our office by the licensing agency of any state of the United States or country in which you hold or ever held a license. The verification must show that disciplinary proceedings are not pending against the applicant and sanctions are not in force at the time of application. Verification can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909

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- English Language Proficiency- An individual applying for licensure must demonstrate a working knowledge of the English language. This can be established if either the applicant's required health professional educational program was taught in English, a transcript establishes the applicant earned not less than 60 college level credits from an English-speaking graduate or undergraduate school, or that the applicant obtained a passing score on an approved English proficiency exam as established by the department under [R 338.7002b\(2\)](#) of the Public Health Code – General Rules.
- Implicit Bias Training– Beginning June 1, 2022, completion of 2 hours of implicit bias training within the 5 years immediately preceding issuance of the license or registration is required.
- 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.

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- 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.

REQUIREMENTS FOR LMFT LICENSURE BY ENDORSEMENT

- Must hold a current and full MFT license in another state or a province of Canada. Verification of licensure must be sent directly to our office by the licensing agency of any state or province of Canada which you hold or ever held a license as a marriage and family therapist. Verification includes, but is not limited to, showing proof that the applicant's license is in good standing and, if applicable, any disciplinary action taken or pending against the applicant. Verification can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing at PO Box 30670, Lansing, MI 48909.
- 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.
- Have passed either the National Marital and Family Therapy Examination that is conducted by the Association of Marital and Family Therapy Regulatory Boards (AMFTRB) or the Licensed Marriage and Family Therapist California Clinical Examination. Score results must be received directly to our office from the primary source via email or postal mail.

ADDITIONAL REQUIREMENTS FOR LMFT RELICENSURE

- Online application can be completed by visiting www.michigan.gov/miplus. Once logged in, select **Licenses**, select "**Modification**" next to your license number and then select "**Relicensure.**"
- If your license has been lapsed more than 3 years, and you do not hold a current, unrestricted MFT license in another state or province in Canada, 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.

RENEWAL REQUIREMENTS CHECKLIST

- Online Application For Marriage and Family Therapy Renewal – Can be completed by visiting www.michigan.gov/miplus
- Renewal Application Fee (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card.):
 - Marriage and Family Therapist (LMFT) - \$118.90
- Renewal Cycle:
 - Marriage and Family Therapist (LMFT) – 2 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 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.
- Implicit Bias Training – For initial renewals completed after June 1, 2021, completion of one hour of implicit bias training is required for each year of licensure after June 1, 2021. If renewing prior to June 1, 2022 implicit bias training is not required for that renewal. Once the initial renewal is completed, then 1 hour of implicit bias training will be required for each year of the current license cycle going forward. Please note, this is not a one-time training and must be completed for each renewal cycle prior to the renewal being completed.

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

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- Administrative Rules for Marriage and Family Therapy

Forms:

- 1000 Hour Supervision Evaluation Form
- 300 Hour Supervision Evaluation Form
- Certification of Marriage and Family Therapy Education Form