



NORTH CAROLINA  
SOCIAL WORK CERTIFICATION AND LICENSURE BOARD

Post Office Box 1043  
Asheboro, North Carolina 27204

Phone (336) 625-1679  
Fax (336) 625-4246

www.ncswboard.gov

**LCSW SHORT-FORM APPLICATION**

(Three-Part Document)

**PART I: Affirmation and Signature**

Note: This document to be used only by LCSW Associate licensees who have completed all requirements for LCSW licensure. Please review, with your clinical supervisor, your six-month review submissions submitted to the Board to ensure all requirements have been met (initial below):

1. \_\_\_\_ 3,000 hours of paid supervised clinical experience **in a period no less than 2 years** or more than 6 years. You must document **two years (24 months) of supervised clinical practice to qualify for the LCSW license**. Insert start date of supervised clinical practice reported on first six-month review form: \_\_\_\_\_;
2. \_\_\_\_ Minimum of 100 hours of clinical supervision. Insert total number of clinical supervision hours completed Individual \_\_\_\_\_ Group \_\_\_\_\_ (include final six-month Review Form to document all supervised clinical practice and supervision obtained since your last submission);
3. \_\_\_\_ Passed the ASWB Clinical level exam. Insert date of passing exam \_\_\_\_\_;
4. \_\_\_\_ Documentation of continuing education at the required rate of 40 hours within a two-year licensing period, with at least 4 hours of continuing education focused on ethics in social work practice. [*Refer to the Board's Position Statement on Continuing Education for information on pro-rated continuing education for licensure periods less than two years.*]

**\*\* Enclose a non-refundable fee of \$145.00 (certified check, money order, or cashier's check submitted within six months of issuance) payable to NCSWCLB.\*\***

\_\_\_\_ I affirm that I have completed the necessary requirements to obtain licensure in North Carolina as a Licensed Clinical Social Worker and that the information provided herein is accurate.

\_\_\_\_ I affirm that I have reviewed the North Carolina General Statute GS § 90B, the Social Worker Certification and Licensure Act, and Title 21, Chapter 63 of the North Carolina Administrative Code, including the Administrative Rules, Ethical Guidelines, and Disciplinary Procedures; and I hereby agree to fully comply with them. (Please reference the Board's website at [www.ncswboard.gov](http://www.ncswboard.gov) for the most current edition)

\_\_\_\_ I affirm that I have not violated any of the North Carolina Social Work Certification and Licensure Board governing rules or statutes, including the *Ethical Guidelines*.

\_\_\_\_ I affirm that I have not been convicted of a crime (excluding minor traffic violations other than DWI/DUI) since my initial application for associate licensure. (Attach letter of explanation if applicable)

Full Name \_\_\_\_\_ LCSWA license # \_\_\_\_\_

Home Address \_\_\_\_\_  
Street/P.O. Box \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Work Address \_\_\_\_\_  
Street/P.O. Box \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Home Phone# \_\_\_\_\_ Work Phone# \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

LCSW Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_

LCSW Supervisor to check appropriate space below:

\_\_\_\_ I recommend continued supervised clinical practice at the LCSWA level.

\_\_\_\_ I recommend this LCSWA for LCSW licensure (applicable only after completing all minimum requirements).



## PUBLIC NOTICE STATEMENT

I certify that I have read and understand the “public notice statement” maintained by the N.C. Industrial Commission, Employee Classification Section on their website at [www.ic.nc.gov](http://www.ic.nc.gov).

Further, I certify that I have \_\_\_\_\_ / have not \_\_\_\_\_ (*check one*) been investigated for employee misclassification within the past twelve (12) months for initial applicants or since my last renewal.

\_\_\_\_\_  
*Printed Name*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date (mm/dd/yyyy)*

Applicants who have been investigated for employee misclassification shall attach a copy of the investigation results with their application. Failure to comply with this certification statement and disclosure requirement shall result in denial of your application for certification/licensure/renewal.