

Applying for your social work license in New Jersey



While New Jersey issues licenses for bachelor's-level social workers, this information is for those with a master's degree in social work.

There is no pressure to take the licensing exam before you graduate. Some students decide to take it before graduating and others wait until afterward to decide whether to pursue licensure.

Applying to take the masters-level licensing exam

- Your final semester of the MSW Program is the earliest you can take the exam.
- Go to the website for the [State Board of Social Work Examiners](#) and print out the [Application for ASWB 'Masters' Level Preapproval](#).
- [Order your official transcript](#) from the WCU Registrar. Have that transcript sent to the State Board, or include a hard copy of it with your application to take the Masters Level exam.
- Fill out the application. Have it notarized and mail it to the State Board. There is a notary public in the SSI Service Center on the ground floor of the [Sykes Student Union](#).
- You can register to take the exam once you receive your notice of eligibility. See the [ASWB website](#) for locations.
- Study for the exam with a study group and/or in a licensure prep course. Check the website for the [NASW – New Jersey](#) chapter to see when and where prep courses will be offered. The website for the Association of Social Work Boards has additional [study tools](#) to help prepare you for the exam.
- Other companies offer in-person and online exam preparation courses. **The MSW Program at WCU does not vouch for the quality of these programs.**
- After passing the ASWB Masters Exam, keep the paper listing your score. You will need it to apply for your license.

Receiving a license to practice at the LSW level

- Go to the website for the State Board of Social Work Examiners and download the [Application for Licensure as a Licensed Social Worker](#).
- Fill out the application and have it notarized. Include the document with your score on the ASWB Masters Exam and an official copy of your WCU transcript, if you have not already sent it. You can [order your official transcript](#) from the WCU Registrar.
- Mail the application to the State Board.
- Once your application is reviewed, you will receive information about fingerprinting. You may need to have your fingerprints processed even if they have been processed before.

- Afterward, you will receive a letter about your next steps toward licensure, including paying the licensure fee.
- You may practice at the LSW level once your name is listed, with a license number, on the [website for the state Division of Consumer Affairs](#).

Applying to take the clinical-level (LCSW) licensing exam

- You may apply for clinical-level licensure after practicing at the LSW level with two years of supervised clinical experience. You must have at least 1,920 hours of face-to-face contact with clients in a clinical setting.
 - Your supervisor must have held clinical licensure for at least three years. New Jersey also requires clinical supervisors to have completed at least 20 hours of post-master's training on providing clinical supervision. It is recommended that you ask to see the certificate showing that your supervisor has completed this training.
- Go to the website for the [State Board of Social Work Examiners](#) and print out the [Application for ASWB "Clinical" Level Examination Preapproval](#).
- Fill out the application, have it notarized, and mail it to the State Board.
- You can register to take the exam once you receive your notice of eligibility. See the [ASWB website](#) for locations.
- There are study guides and prep courses for the clinical examination available through [ASWB](#) and the [NASW – New Jersey](#) chapter.
- After passing the ASWB Clinical Exam, keep the paper listing your score. You will need it to apply for your license.

Receiving a license to practice at the clinical (LCSW) level

- Go to the website for the State Board of Social Work Examiners and download the [Application for Licensure as a Licensed Clinical Social Worker](#).
- Fill out the application and have it notarized.
- Include the document with your score on the ASWB Masters Exam and an official copy of your WCU transcript. You can [order your official transcript](#) from the WCU Registrar.
- Mail the application to the State Board.
- Once your application is reviewed, you will receive information about fingerprinting. You must have your fingerprints processed even if you have before.
- Afterward, you will receive a letter about your next steps toward licensure, including paying the licensure fee.
- You may practice at the LCSW level once you are listed as having an LCSW license on the [website for the state Division of Consumer Affairs](#).