

WV Board of Social Work Examiners
PO Box 5459-Charleston, WV 25361

License Upgrade Application

Name: _____

Home Mailing Address: _____

Title/Employer Name & Address: _____

Home Telephone: _____ Office: _____

Cell (Optional): _____ Fax: _____

I. Official (MSW) Transcript Is Required:

_____ My official MSW transcript has been submitted to the Board of Social Work Examiners and is on file with the Board office.

_____ I have made a formal request to the University for the official MSW transcript to be mailed directly to the Board office. Date of request: _____

MSW Graduation Date: _____ Name of University: _____

II. Passage of ASWB Examination: The *official score report* is sent to the Board office within fourteen (14) days after the test date. In order to expedite the upgrade process, the applicant may provide a **copy** of the score report until the official report is received.

_____ I have enclosed a **copy** of the passing Score Report

_____ The official score report should **be on file** at the Board office

I passed the: **Master's** _____ **Advanced Generalist** _____ exam on: _____

(Date of Exam)

**(Clinical license upgrade (to LICSW) requires a complete LICSW application. Contact the Board office for this application).*

III. Upgrade License Fee:

ENCLOSE FEE PAYABLE TO WVBSWE IN THE AMOUNT OF: **\$55.00**

Staff: Upgrade current license to: **LGSW** _____ **LCSW** _____
The existing license issue and expiration date are not changed for upgrade.

FORM DATE: 6/13/05