

1. **Council on Social Work Education (CSWE)**- The CSWE is the national accrediting agency for social work education in the United States. They have the Foreign Equivalency Determination Service (FEDS) that evaluates foreign academic credentials in social work to determine their equivalency to accredited bachelor's or master's degree in social work in the United States. The first step is to contact the CSWE. You can go to their website at www.cswe.org, click on Programs & Services/Foreign Equivalency Determination Services and fill out the online form to request an application. Their phone number is (703) 683-8080; fax is (703) 683-8099. If eligible, you will receive an "Application for Evaluation of Foreign Credentials." The cost of this evaluation is \$200 in 2002.
2. **CSWE-Foreign Equivalency Determination**- The Foreign Equivalency Determination Service will evaluate your application and compare the content and level of your social work education to social work education in the United States. You will get a formal letter of evaluation and can have a copy of this letter sent to someone else (e.g., an employer or university). The letter will specify whether your social work education is equivalent to a bachelor's degree in social work or a master's degree in social work. Only master's degree social workers are licensed in the State of California. However, there are many social work positions that require only a bachelor's degree and the CSWE determination can be useful with potential employers.
3. **Board of Behavioral Sciences**- Contact the Board of Behavioral Sciences to obtain the "Associate Clinical Social Worker Registration Application Packet." Their address is 400 R St., Suite 3150, Sacramento, CA 95814-6240. Telephone: (916) 445-4933. Website- <http://www.bbs.ca.gov>. The fee for this application is \$75. You would submit to them the formal letter of evaluation you received from the Council on Social Work Education. You do not have to submit verification of education.
4. **Supervised Experience**- Once you receive notice from the Board of Behavioral Sciences that you have been registered as an associate social worker, you must obtain 3,200 hours of supervised experience. You must be supervised by a Licensed Clinical Social Worker for a minimum of 2,200 hours, the other 1,000 hours can be supervised by a licensed psychologist, licensed marriage, family and child therapist (MFT) or a Psychiatrist, certified by the American Board of Psychiatry and Neurology. You have six years from the time you register as an associate social worker to get this experience. The supervised experience can be paid experience; however, you cannot receive payment directly from clients. The client must pay your employer.
5. **Additional Training**- There are four additional educational requirements that you must obtain before submitting your application for a license. These are: 1) Substance Abuse Course (15 hours); 2) Human Sexuality Course (10 hours); 3) Child Abuse Assessment and Reporting course (7 hours) and 4) Spousal/Partner Abuse Assessment, Detection and Intervention course (no number of hours specified). You can look in the National Association of Social Workers (California Chapter) website for a listing of pre-licensing courses offered. Click on their CE (continuing education) Catalog. <http://www.naswca.org/ce.html>.
6. **Board of Behavioral Sciences**- After completing your 3,200 hours of supervised practice and the additional training required, contact the Board of Behavioral Sciences to obtain the "Licensed Clinical Social Worker Application Packet." Their address is 400 R St., Suite 3150, Sacramento, CA 95814-6240. Telephone: (916) 445-4933. Website- <http://www.bbs.ca.gov>. The fee for this application is \$200. After the Board reviews your application, they will inform you that you are eligible to take the Written Examination. Once you pass the written examination, you will be required to complete an application for the Oral Examination and submit it with a \$200 fee. After you pass the oral examination, you will submit a Request for Initial Licensure with a fee and get your license.

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