



LSW Frequently Asked Questions

1. **How do I become a school social worker?**
Contact the Division of Professional Standards located within the Department of Education. Their website is <http://www.doe.in.gov/student-services>.
2. **How do I become a licensed social worker?**
Applications and instructions are available at: <http://www.in.gov/pla/social.htm>
3. **How much is the application fee?**
The application fee is \$50
4. **Do you have temporary licenses?**
Yes. Temporary licenses are issued after your application is approved for the exam or after the Board receives verification that you hold a license in another state.
5. **How long are temporary licenses valid?**
Temporary licenses are valid for 180 days or until the Board receives notification that you have passed or failed the exam.
6. **Are temporary licenses renewable?**
Yes, you can renew a temporary license a maximum of three (3) times.
7. **I am finished with my course requirements and have graduated however my transcript will not show my degree until a later date, what should I do?**
You will need to wait until your degree is conferred on your transcript.
8. **Can I submit a transcript that I received in the mail from my school with my application?**
No, you must request that your school mail or send electronically via secured email an official transcript directly to our office.
9. **Can I hand deliver my application to your agency?**
Yes. However, your supervision forms must be in sealed envelopes.
10. **Does my supervisor have to be a licensed social worker or clinical social worker?**
Yes, if you are applying for a LSW with a bachelor's degree your supervision must have been performed by a LSW or LCSW. If you are applying for a clinical social worker license your supervision must have been performed by a LCSW.
11. **I am in the middle of my supervision and have decided to change jobs, should I have my current supervisor fill out a supervision form now?**
Yes, have your supervisor fill out the form and place it in a sealed envelope and keep it in a safe place until you are ready to apply for your license.
12. **What do I do if I cannot locate my supervisor or my supervisor is deceased?**
You will need to fill out the supervision form to the best of your ability and attach a **notarized** statement explaining the reasons that you are unable to locate your supervisor. **DO NOT** sign the verification of supervision form yourself.
13. **After I am approved to take the exam, how long does the Board hold my application?**
One (1) year from the date of the approval.
14. **How do I purchase a study guide for the exam?**
please visit <http://www.aswb.org/>
15. **Is a degree in social work required?**
Yes. To become a LSW or LCSW in Indiana you must have a BSW or a MSW from a CSWE approved university.
16. **How do I find out if a university is CSWE approved?**
You can visit the CSWE website located at <http://www.cswe.org/>.
17. **What examinations are acceptable for licensure?**
The Board only accepts the Master's examination for LSW licensure and the Clinical examination for LCSW. The Bachelor's examination is not an acceptable exam for licensure.