



State of New Hampshire
OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
DIVISION OF LICENSING AND BOARD ADMINISTRATION

Board of Mental Health Practice
7 Eagle Square, Concord, NH 03301-2412
Phone: 603-271-2152

INSTRUCTIONS AND CHECKLIST

**APPLICATION INFORMATION FOR
CONDITIONAL LICENSURE AS A CLINICAL MENTAL HEALTH
COUNSELOR, CLINICAL SOCIAL WORKER, LICENSED SOCIAL
WORKER, SOCIAL WORK ASSOCIATE, MARRIAGE AND FAMILY
THERAPIST, OR SCHOOL SOCIAL WORKER**

Prior to completing the application, it is strongly recommended that all applicants review administrative rules Mhp 100-500 online at www.oplc.nh.gov/board-mental-health-practice and verify that all educational, exam, and supervision requirements are met. It is also recommended that applicants maintain a copy of their application for their records.

There is a non-refundable application fee which must be in the form of a check or money order payable to the State of New Hampshire. All fees must accompany the completed application.

Please make sure all of the following information is included when submitting your application packet to the Board office:

1. A completed application including all documents. Please note that you must submit both the Universal Application for Initial License and the Candidate for Licensure: Supervision Agreement. You do not need to resubmit a Candidate for Licensure: Supervision Agreement if you already have an approved Agreement on file with the Board.
2. An official undergraduate and graduate, if applicable, transcript in an envelope that has been sealed by the school.
3. New Hampshire Criminal Offender Record Report with fingerprints as outlined in RSA 330-A:15-a.
4. A check or money order payable to the State of New Hampshire - Treasurer. Refer to our fees page for amount.

All application materials should be submitted to:

NH Board of Mental Health Practice
7 Eagle Square
Concord, NH 03301

8/2024