



**DISTRICT OF COLUMBIA  
DEPARTMENT OF HEALTH  
HEALTH PROFESSIONAL LICENSING ADMINISTRATION  
BOARD OF SOCIAL WORK**

To expedite the processing of your **NEW LICENSE APPLICATION** be sure to follow the instructions carefully before mailing your application package. It is important to send in all the required supporting documents listed below based on the method by which you are applying:

**Licensed Social Work Associate (LSWA)  
Endorsement**

*and*

**Licensed Graduate Social Work (LGSW)  
Endorsement**

Checklist of Supporting Documents required

**Please contact ASWB at 1-888-579-3926 to request a score transfer.**

- A complete signed application for DC License.
- Two (2) recent passport photos (2" X 2")
- Social Security Number or a Sworn Affidavit
- Name Change Documents
- Three character reference forms
- Verification(s) of licensure (from each jurisdiction in a sealed envelope for each license identified in section #6B of application) if licensed in another state or jurisdiction as a social worker
- A copy of current license
- Official Score Transfer Report from ASWB
- Certification of education from Foreign Equivalency Determination Service of the Council on Social Work Education, if applicable
- Fee must be in the form of Check, Money order or Certified Check Payable to DC Treasurer
- \$230 for Application and License Fee
- Applicant Work Experience Form**

**Licensed Independent Social Work (LISW)  
Endorsement**

*and*

**Licensed Independent Clinical Social Work (LICSW) Endorsement**

Checklist of Supporting Documents required

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