

**Alabama Board of Examiners in Marriage
and Family Therapy**
www.mft.alabama.gov

Frequently Asked Questions

What are the types of licenses issued and where are the applications located?

⇒ Intern, Associate, Marriage and Family Therapist, Supervisor in Training, Supervisor, Supervisor of Supervision.

⇒⇒ Applications are located under the Forms section of Application section,

<https://mft.alabama.gov/Applications.aspx>

⇒⇒⇒ Applications are reviewed and approved, by vote during a scheduled Board meeting.

Application DEADLINES and Meeting Dates are found under the Calendar section of the website.

How many CEUs may I get online?

- All CEUs may be obtained online provided they meet the requirements of the Board as defined Chapter 536-X-6-.01 of the Rules and Regulations.

How many CEUs do I need?

- Associates must receive 20 hours of continuing education; 10 of these must be Clinical MFT Workshops, and 3 must be in professional ethics all received within 24 months of applying or renewing.
- LMFTs must receive 40 hours of continuing education, 10 of these must be Clinical MFT Workshops, and 3 must be in professional ethics all received within 24 months of applying or renewing.
- Supervisors must receive a minimum of 5 hours of continuing education in supervision.

- The renewal period begins in October of the year of expiration and ends March 1 of the following year. Notices of renewal are sent the first of October giving the website and online renewal link and instructions for how to renew.

Who is an approved supervisor?

Answer: An approved supervisor is a supervisor approved by the ABEMFT Board or by AAMFT.

How do I find an approved supervisor?

Answer: Approved ABEMFT Supervisors can be found at www.mft.alabama.gov under the “Applicant” button. AAMFT supervisors can be found at www.aamft.org.

Can a Licensed Professional Counselor or another mental health professional be a case by case approved supervisor?

Answer: A request for case-by-case supervisor may be submitted to the Board for consideration prior to beginning supervision if there is no approved supervisor or supervisor candidate within a fifty (50) mile radius.

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What are common reasons applications are delayed?

Answer: Applications are typically delayed because they are not completed correctly or not fully completed. Example: MFT 6 Supervision Form not submitted in a sealed enveloped with supervisor's signature located across the seal.

How do I know if a Master's course fits the category listed on the application? Do you pre-approve courses?

Answer: A list of the Board course requirements can be found on the Board web site under the rules and regulations 536-X-5-.01. The Board does not pre-approve courses.

Will my application be accepted if I send it after the deadline; but, before the meeting date?

Answer: No, all applications must be received by the Board by the application deadline date.

Can I transfer my MFT license from another state to Alabama?

Answer: Alabama accepts LMFT endorsement applications as long as the other state meets or exceeds Alabama's requirements for licensure. The Board charges a fee of \$25.00 for a license verification.

I have graduated from a MFT master's program, should I automatically meet the requirements on the application?

Answer: No, you must meet education requirements as well as supervision and intern hours as well.

Will the internship in my master's program meet the qualifications for ABEMFT internship?

Answer: Only graduates from a COAMFTE or CACREP program are guaranteed to meet the intern and associate requirements.

What is the difference in ABEMFT and ALAMFT?

Answer: ABEMFT is the licensure board, and their purpose is to protect the public. ALAMFT is the trade association, and their purpose is to advocate and educate their members.

How can I update my contact information if it has changed?

Answer: The change of information form can be found on the Board website under the forms tab.

What exam does the Board accept and/or require?

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Answer:

How do I register?

Answer: Submit either an Associate application or Permission to Sit for the Exam application. The Board must approve your application during a meeting. Remember application deadline and meeting dates are on the Board's website under Calendar. Upon approval, the Board will provide you with a Candidate Approval Code to Register. All examination materials, registration information and schedule of fees are found at <https://amftrb.org/>. Your scores will be emailed to you by the testing company. There is not a limit on how many times you take the examination; however, you will need to request an updated Candidate Approval Code via email at hope@alstateboard.com.

How do I file a consumer complaint?

Answer: The consumer complaint form is located on the Board's website, under the Consumer tab.

What are the fees?

Ala. Admin. Code r. 536-X-5-.01 App. 1

Appendices 1. FEES.

Currentness

APPENDICES 1

FEES

\$325 License Fee for LMFT. License is valid until December 31st of the year following original licensing year. Upon receipt of notice of approval for application for licensure, the applicant shall within sixty (60) days submit the license fee. Failure to submit such license fee within the above prescribed time shall be deemed sufficient reason for cancellation of said application.

\$325 License Renewal Fee for LMFT if paid by December 31 expiration date. On or before October 1 of the renewal period; an application for renewal will be forwarded to the licensee. Renewed License is valid for two (2) years.

\$200 Fine for late renewal of LMFT license if renewed by March 1 of renewal period. If not renewed by March 1 of the renewal period, the license is considered expired.

\$150 One-time fee required of all first-time applicants for Board review of credentials

\$150 Renewal fee for Intern

\$25 Transfer fee for Intern to Associate designation

\$200 Renewal fee for Associate

\$200 Application and approval fee for LMFT Supervisor Candidate status (valid for three (3) years)

\$100 Application and approval fee for LMFT Approved Supervisor status (valid until renewal date for LMFT license)

\$100 Renewal fee for LMFT Approved Supervisor status (valid for two (2) years)

\$100 Application and approval fee for LMFT Approved Supervisor Mentor (valid until renewal date for LMFT license).

\$100 Renewal fee for LMFT Approved Supervisor Mentor (valid for two (2) years)

\$50 Certificate Replacement Fee

\$25 License Verification Fee (License Roster available at no cost on website)

\$50 Mailing Labels for Licensees