

481—895.3(154C) Requirements for licensure. The following criteria shall apply to licensure:

895.3(1) The applicant submits a completed application for licensure and pays the nonrefundable licensure fee specified in rule 481—507.19(147,154C).

895.3(2) No application will be considered by the board until official copies of academic transcripts have been received by the board except as provided in subrule 895.3(7).

895.3(3) The applicant provides verification of license from the jurisdiction in which the applicant has most recently been licensed, sent directly from the jurisdiction to the board office. The applicant must also disclose any public or pending complaints against the applicant in any other jurisdiction. Web-based verification may be substituted for verification direct from the jurisdiction's board office if the verification provides:

- a.* Licensee's name;
- b.* Date of initial licensure;
- c.* Current licensure status; and
- d.* Any disciplinary action taken against the license.

895.3(4) The applicant will take the examination(s) provided in rule 481—895.4(154C).

895.3(5) Licensees who were issued their initial licenses within six months prior to the renewal shall not be required to renew their licenses until the renewal date two years later.

895.3(6) Incomplete applications that have been on file in the board office for more than two years will be:

- a.* Considered invalid and be destroyed; or
- b.* Maintained upon written request of the applicant. The applicant is responsible for requesting that the file be maintained.

895.3(7) In lieu of the requirements in subrules 895.3(2) and 895.3(3), the board will accept the ASWB Social Work Registry verification of academic transcripts and verification of licensure in other states.

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