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Licensing Requirements and Application Checklist Licensed Marriage and Family Therapist (LMFT)

- This checklist is for applicants who **HAVE** already completed 3000 hours of supervised work experience.
- If you have **NOT** already completed 3000 hours of supervised work experience and/or are **NOT** licensed as an LMFT in another jurisdiction you may qualify for licensure as an LMFT candidate. See the [LMFT candidate application checklist](#).

License Requirements for LMFT Not Currently Licensed in Another Jurisdiction

Below are the minimum requirements you must meet to be licensed in the state of Montana.

1. You must meet the education requirements as described in either Option 1, Option 2, **or** Option 3 [[ARM 24.219.701\(2\)](#)]
 - Option 1: minimum of a master's degree from a program accredited by the Commission on Accreditation for Marriage and Family Therapy Education (COAMFTE)
 - Option 2: minimum of a master's degree in marriage and family counseling from a program accredited by the Council for the Accreditation of Counseling and Related Educational Programs (CACREP) or the Commission on Accreditation for Marriage and Family Therapy Education (COAMFTE)
 - Option 3: minimum of a master's degree from an accredited institution consisting of a minimum of 60 semester hours or 90 quarter hours. Those hours must include a minimum of 48 semester hours or 72 quarter hours of courses in:
 - i. foundations of relational/systemic practice, theories, and models;
 - ii. biopsychosocial health and development across the life span;
 - iii. clinical treatment with individuals, couples, and families;
 - iv. ethics in marriage and family therapy;
 - v. diverse, multicultural, and/or underserved communities; and
 - vi. systemic/relational assessment and mental health diagnosis and treatment
2. Proof of completion of 3,000 hours of supervised counseling experience [[ARM 24.219.704](#)].
3. Submit fingerprints to the Montana Department of Justice for a fingerprint background check. [MCA [37-37-205](#)]
4. Proof of passage of the Association of Marital and Family Therapy Regulatory Boards (AMFTRB) examination in marriage and family therapy or other exam approved by the board. [[ARM 24.219.702](#)]

License Requirements for LMFT Currently Licensed in Another Jurisdiction

1. Meet all the criteria above for applicants not currently licensed; **OR**
2. Hold a current, active license in good standing in another state or jurisdiction that has current licensing requirements that are substantially equivalent to Montana standards; **AND**
 - a. have completed supervised post-degree work that meets the requirements in ARM 24.219.704;
 - b. have passed an exam as described above [[ARM 24.219.702](#)]; and

- c. submit fingerprints to the Montana Department of Justice for a fingerprint and background check. [MCA [37-37-205](#)] **OR**;
3. You can count experience for education if:
 - a. your degree is at least 48 semester or 72 quarter credits; **and**
 - b. you completed five years of post-degree experience in marriage and family therapy in addition to the supervised work experience.

Checklist of Required Documents to Submit for Application for LMFT

The following documents and additional forms are required in addition to the basic application. Some documents may be submitted directly by the applicant as part of the application. Others, such as transcripts, may need to be sent to the board directly from the source.

- Official license verification from states and jurisdictions in which you hold or has ever held a professional license of any type. Montana accepts whatever official form of verification is offered by other states or jurisdictions.
- If you answered yes to discipline questions, include a detailed explanation on the event(s) and documentation from the source (licensing board, federal agencies/programs, or civil/criminal court proceedings such as initiating/charging documents, final disposition/judgement documents, etc.),
- Certified education transcript(s) sent directly to the department from the college or university.
- Completed fingerprint and background check results sent directly to the department from the Montana Department of Justice ([click here to access the forms you will need to submit to the Department of Justice](#))
- [Noncriminal Justice Applicant's Rights](#) form
- Proof of passage of the exam directly to the department from the AMFTRB
- Proof of completion of 3000 hours of supervised experience which meets the requirements in [ARM 24.219.704\(2\)\(a\)](#)
 - **Applicants currently licensed in another jurisdiction** may submit that jurisdiction's documentation showing completion of those hours; or complete the Montana [Evaluation of Supervisory Experience](#) form if that jurisdiction's supervisor(s) is available to sign the form.
 - **Applicants not currently licensed in another jurisdiction who previously obtained hours in another jurisdiction** may submit that jurisdiction's documentation showing completion of those hours; or complete the Montana [Evaluation of Supervisory Experience](#) form if that jurisdiction's supervisor(s) is available to sign the form.

Application Fee(s) for LMFT

The following fee(s) must be submitted with your application. Online applicants can pay using a credit card or e-check. If you submit a paper application you must submit a check. Do not mail cash.

- \$200 application fee

You can apply for a license online at <https://ebiz.mt.gov/POL/> or download a paper application from the website. Online application is recommended.

Please include a valid e-mail address with your application. E-mail is the department's primary form of communication.

If you have any questions about the application process or the licensing requirements please contact the Department of Labor and Industry Professional Licensing Bureau using the contact information at the top of this checklist.