

North Carolina Marriage and Family Therapy Licensure Board 2020 Calendar

JANUARY

- 1 Exam Registration Deadline +
- 1-3 Office Closed
- 10 National MFT Exam Application Due ++
- 15 License Application for February Board Meeting and Review Due +++
- 20 Office Closed
- 27 Notification of National MFT Exam Application Decision (via Email)

FEBRUARY

- 1 Exam Registration Deadline +
- 10 National MFT Exam Application Due ++
- 20 Office Closed
- 24 Notification of National MFT Exam Application Decision (via Email)
- 26 Board Hearings
- 27 Board Meeting
- 28 Office Closed

MARCH

- 1 Exam Registration Deadline +
- 10 National MFT Exam Application Due ++
- 16 License Application for April Board Meeting and Review Due +++
- 18 Notification of February Board Meeting Application Review Decision
- 26 Notification of National MFT Exam Application Decision (via Email)

APRIL

- 1 Exam Registration Deadline +
- 10, 13 Office Closed
- 15 National MFT Exam Application Due ++
- 27 Notification of National MFT Exam Application Decision (via Email)
- 29 Board Hearings
- 30 Board Meeting

MAY

- 1 Exam Registration Deadline +
- 1 Office Closed
- 11 National MFT Exam Application Due ++
- 18 Notification of April Board Meeting Application Review Decision

- 20 Notification of National MFT Exam Application Decision (via Email)
- 22, 25 Office Closed
- 26 National MFT Exam Application Due ++
(May 2020 graduates only)
- 29 Notification of National MFT Exam Application Decision (via Email)
(May 2020 graduates only)

JUNE

- 1 Exam Registration Deadline +
- 10 National MFT Exam Application Due ++
- 15 **LICENSE RENEWAL DUE**
*(deadline for **receipt** to guarantee for processing and verification by July 1)*
- 16 Board Conference Call
- 25 Notification of National MFT Exam Application Decision (via Email)

JULY

- 1 Exam Registration Deadline +
- 1 **LICENSE RENEWAL DUE**
*(Must be **postmarked** or **electronically submitted** or reinstatement required)*
- 1-3 Office Closed
- 10 National MFT Exam Application Due ++
- 17 License Application for August Board Meeting and Review Due +++
- 20 Renewals received between July 1-15 processed
- 27 Notification of National MFT Exam Application Decision (via Email)

AUGUST

- 1 Exam Registration Deadline +
- 17 National MFT Exam Application Due ++
- 24 Notification of National MFT Exam Application Decision (via Email)
- 26 Board Hearings
- 27 Board Meeting
- 28,31 Office Closed

SEPTEMBER

- 1 Exam Registration Deadline +
- 1-7 Office Closed
- 10 National MFT Exam Application Due ++

- 22 Notification of August Board Meeting Application Review Decision
- 28 Notification of National MFT Exam Application Decision (via Email)
- 28-30 Office Closed

OCTOBER

- 1 Exam Registration Deadline +
- 1-2 Office Closed
- 5 License Application for November Board Meeting and Review Due +++
- 12 National MFT Exam Application Due ++
- 26 Notification of National MFT Exam Application Decision (via Email)

NOVEMBER

- 1 Exam Registration Deadline +
- 10 National MFT Exam Application Due ++
- 16 Notification of National MFT Exam Application Decision (via Email)
- 18 Board Hearings
- 19 Board Meeting
- 23-27 Office Closed

DECEMBER

- 1 Exam Registration Deadline +
- 8 Notification of November Board Meeting Application Review Decision
- 14 National MFT Exam Application Due ++
- 18 Notification of National MFT Exam Application Decision (via Email)
- 21-31 Office Closed

IMPORTANT INFORMATION for APPLICANTS

1. + **Deadline to register with examination service (using approval code provided by the Board office) for the next available examination date. Go to <https://amftrb.org/your-exam-roadmap/> for more information and detailed instructions.**
2. ++ **Application for approval to take the National MFT Exam. Must be RECEIVED**
3. +++ **Applications for MFT Licensure for review at the next available Board meeting review date must be RECEIVED**

4. **NOTICE TO ACTIVE DUTY MILITARY APPLICANTS (and spouses). Per NC Statute these applications are reviewed within 30 days of receipt.**
5. **NOTICE TO NC LMFTA licensees. Applications to convert from LMFTA to LMFT received by the 10th or next business day of each month will be staff reviewed and notification by the 30th or next business day of each month will be sent. Should questions arise during the review process that require full Board review an application for NC LMFTA to convert to NC LMFT will be scheduled for the next available full Board meeting.**
6. **ALL APPLICATION MATERIALS AND INFORMATION ON MFT LICENSURE REQUIREMENTS FOR NORTH CAROLINA IS AVAILABLE AT WWW.NCLMFT.ORG.**
7. **ONLY COMPLETE APPLICATIONS (all required materials and documentation) will be scheduled for review.**
8. **North Carolina does not have reciprocity with other states. Actively licensed for a minimum of 5 years in other states can apply for MFT license reciprocity consideration, by completing and submitting all materials as noted in the application for licensure instructions and application for license. This is an abbreviated process. Applicants who do not meet the 5-year requirement must complete the full application for license and meet the noted requirements.**
9. **For confirmation that a submitted application has been received, mail all materials with tracking option (do not call or email the Board office to request confirmation that an application has been received unless you have not received notification by the listed notification date.**
10. **If delivering directly to the Board office, applications and materials must be in a sealed envelope, addressed to NC MFT Licensure Board. Applications not sealed (receptionist cannot provide an envelope) cannot be accepted by the office reception desk.**