

Renewal Process - Login

Login link:

<https://www.msbofpsychology.com/secure/login.asp>


[Home](#) | [Search](#) | [Licensee Login](#)

Welcome to the Mississippi Board of Psychology License Login

If you are a Licensed Psychologist you can login and make updates to your information.
Login and Profile Instructions


Email :

Password :

 I don't remember my password or have never logged in before.

If you have forgotten your password or this is your first time to login,
click the I don't remember my password link.
You will then enter your email address
and your password will be emailed to you.

If this is your first time to login, you will be required to change your
temporary password when you begin the login process.

 By entering data into this web site you are agreeing to abide by the operating rules of the
Mississippi Board of Psychology and certifying that all information is accurate and correct to
the best of your knowledge and belief.

Renewal Process - Step 1

1. Renewals begin on April 1 of each year. (90 days before the June 30th expiration date.)
2. If you choose to not renew your license, your license status will become Lapsed. See RULE 10.2 of the [Rules and Regs](#) for reinstatement procedures.

NOTICE!

Your picture should be passport size, about 200px wide and a maximum of 500KB. If it is larger then this you will receive an error and NOT be able to save your information!

Photo Requirements: A photo meeting **passport photo requirements**. A color photograph shall not be more than six (6) months old, 2 by 2 inches overall (passport size), and with the face not less than 3/4 inches wide.

[Photo Tool](#)

No file selected.

[Photo Upload Instructions](#)

License No.: 99 9999

Last Name: Atest

First Name: H.

Middle or MI: John

Title: Dr.

Suffix:

Maiden/Alias: smith

SSN: XXX-XX-6999

DOB: 1952-06-30

The renewals process opens on 4/1/2019.

1 →

If you have question, please contact the Psychology Board to discuss.
Phone: 1.(601) 576-2577

Password:

Informal name:

2 →

Renewal Process - Step 1a

1. For odd year renewals, you must report your CEs. They will be audited to determine that the courses are within the board guidelines. If they have not been reported or you don't have enough approved CEs you will see the note below. You may add your courses to your profile at any time. See Steps 7 and 8 for reporting CEs.

Today is: Tuesday, January 31, 2017

NOTICE!

Your picture should be passport size, about 200px wide and a maximum of 500KB. If it is larger then this you will receive an error and NOT be able to save your information!

Photo Requirements: A photo meeting **passport photo requirements**. A color photograph shall not be more than six (6) months old, 2 by 2 inches overall (passport size), and with the face not less than 3/4 inches wide.

[Photo Tool](#)

No file selected.

License No.: 99 9999

Last Name: Atest

First Name: H.

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SSN: XXX-XX-6999

DOB: 1952-06-30

1 →

You have either not reported your CE hours or your reported courses are being reviewed. All courses must be taken before the Jun 30 deadline! You may report and verify the status of your CE hours in the CE Reporting Tab below.

If you have question, please contact the Psychology Board to discuss.
Phone:

Renewal Process - Step 2

Once you have posted your picture and in odd years your CEs have been reported and approved the Renew License button will be shown. Click this button to begin the renewal process.

Today is: Tuesday, January 31, 2017




Photo Requirements: A photo meeting [passport photo requirements](#). A color photograph shall not be more than six (6) months old, 2 by 2 inches overall (passport size), and with the face not less than 3/4 inches wide.

[Photo Tool](#)

Browse...


No file selected.

License No.: 99 9999
Last Name: Atest
First Name: H.
Middle or MI: John
Title: Dr.
Suffix:
Maiden/Alias: smith
SSN: XXX-XX-6999
DOB: 1952-06-30

Save Changes

Logout

Renew License



Password:

Informal name:

Designation:

Renewal Process - Step 3a

The top half of the online renewal form contains your name and contact information along with 2 options that must be chosen.

1. Has your name changed?
2. Have you verified that all this information is correct? If any of the contact information is not correct return to your profile and make the changes and save them. Then begin the renewal process again.

LICENSE RENEWAL [Return to Profile](#)

If any of your information below is not current
click the Return to Profile button and make the updates.
Then restart the renewal process.

Mississippi Board of Psychology
www.psychologyboard.ms.gov

RENEWAL FORM

Renewal Fee: \$275.00

License No. 99 9999

1. Name:	H.	John	Atest
	First	Middle	Last

3. Has your name changed since last application/renewal? No Yes

1 If yes (Please upload or mail legal documentation) No file selected.

PRAMIRY PRACTICE ADDRESS

2238 Lee Loop Oxford, MS 38655

Office Phone: (662) 234-7245 Fax: (622) 223-5555 E-Mail: dabadie@olemiss.edu

HOME ADDRESS

3008 Eaton Lane Room 400 Birmingham, AL 35242

Home Phone: (205) 991-9388 Cell Phone: (205) 991-9388

ALT STREET ADDRESS

2 Alt Asheville, AL 35242

To comply with the Public Record Act the Board must make available the names and addresses of all licensees.

Which address do you prefer to publish? Home Business Alt Street Address

2 Which address do you prefer for Board correspondence? Home Business Alt Street Address

Check this box to indicate that you have verified that the above address and phone information is correct (no corrections necessary). **If corrections are need, click the Return to Profile button above and make those changes. Then**

Renewal Process - Step 3b

On the bottom half of the renewal form you must:

1. Indicate if you have violated any laws
2. Electronic sign the renewal form by checking the Affidavit box.

You have 2 options available also:

3. Choose not to renew
4. Apply for Emeritus status if you meet the qualifications.

Once you have completed the form you click the Save and Continue button to be taken to the shopping cart to pay your renewal fee.

1 Have you entered a plea bargain or have you been arrested, charged, indicted or convicted for violating any law, including DUI in the past five years (Do not report minor traffic violations.)?
 Yes No If Yes, Provide explanation or documentation.

You may upload your documnetation if needed. No file selected.

AFFIDAVIT 2

By checking this box I agree to uphold the laws and standards of conduct set forth in the laws of the State of Mississippi as pretaining to the practice of Psychology. I also acknowledge that I have read or have had an opportunity to read the Mississippi Statutes pertaining to psychologists and the *Rules and Regulations Adopted by the Board* by accessing the website of the Board listed above.

I acknowledge that all information contained in this renewal application has been either directly submitted by me or caused to be submitted by me. I acknowledge that all information submitted is true and correct to the best of my knowledge. Any information erroneously submitted either directly by me or submitted by my direction is my responsibility.

By checking the box above, I do solemnly swear or affirm that I am the above applicant. I have read the above application, and all statements contained therein or accompanying this application are true to the best of my knowledge and belief.

3 I will not be renewing my license and allowing my license to lapse due to:
 Voluntarily surrender license Moving out of state
 Retiring from active practice Other If other, provide explanation:
 Oops, I do want to renew.

4 ONLY COMPLETE IF YOU ARE APPLYING FOR EMERITUS STATUS:
 I'm applying for emeritus status.

Date of Birth: 1952-06-30 Initial license was issued: 1980-01-01 Number of Hours of practicing per month:

Renewal Process - Step 4

Your license fee will be shown on the first line of the shopping cart. You must check the box to its left. If there are any other items you would like to purchase simple check the box to the left of the item and it will be added to your total. Once all the items have been checked, click the Next button to continue to make your payment.

Online Payment

Payment from H. John Atest

Receipt Number: OL-287

Check the license renewal fee and then any other items that you would like to order.

Payment includes:		Amount
<input type="checkbox"/> \$ 275.00 - Licensee renewal amount through 2018-2-28		\$0.00
<input type="checkbox"/> \$ 250 - Civil Commitment Certificate Number? <input type="text" value="1"/>		\$0.00
<input type="checkbox"/> \$ 10 - Copies of Rules and Regulations Number? <input type="text" value="1"/>		\$0.00
<input type="checkbox"/> \$ 600 - Examination for the Profession Practice of Psychology Number? <input type="text" value="1"/>		\$0.00
<input type="checkbox"/> \$ 25 - License Verification Number? <input type="text" value="1"/>		\$0.00
<input type="checkbox"/> \$ 100 - Mailing List Purchase Fee Number? <input type="text" value="1"/>		\$0.00
<input type="checkbox"/> \$ 150 - Oral Examination Fee Number? <input type="text" value="1"/>		\$0.00
<input type="checkbox"/> \$ 25 - Replacement Certificate Number? <input type="text" value="1"/>		\$0.00
<input type="checkbox"/> \$ 25 - Reproduction and Mailing of Material for an Application Number? <input type="text" value="1"/>		\$0.00
<input type="checkbox"/> \$ 35 - Returned Check Number? <input type="text" value="1"/>		\$0.00
<input type="checkbox"/> \$ 50 - Temporary License Number? <input type="text" value="1"/>		\$0.00
<input type="checkbox"/> \$ 100 - Temporary Practice Certificate Number? <input type="text" value="1"/>		\$0.00
<input type="checkbox"/> Other: \$ <input type="text" value="1"/> Desc: <input type="text"/>		\$0.00
Total		\$0.00

Previous

Reset Selection

Next

Renewal Process - Step 5

When you click Next on the shopping cart screen you will be taken to the screen below. When you click the Continue with Payment button you will be transferred to the online payment system. You may pay by credit card or electronic check.

If you click the Back button you will restart the renewal process.

Checkout

At this time you will be taken to the State of Mississippi's Online Payment System to complete your license request.

Please click the button below to make your payment of **\$275.00**.
A convenience fee will also be added to the online payment. You will see the amount of this fee before you complete the payment.

Renewal Process - Step 6 - Not Renewing

If you choose to not renew rather than being taken to the shopping cart you will go to the screen below. You have the option of starting over or returning to your profile not renewed.

[Home](#) | [Search](#) | [Licensee Login](#)

Mississippi Board of Psychology Non-Renewal Notice

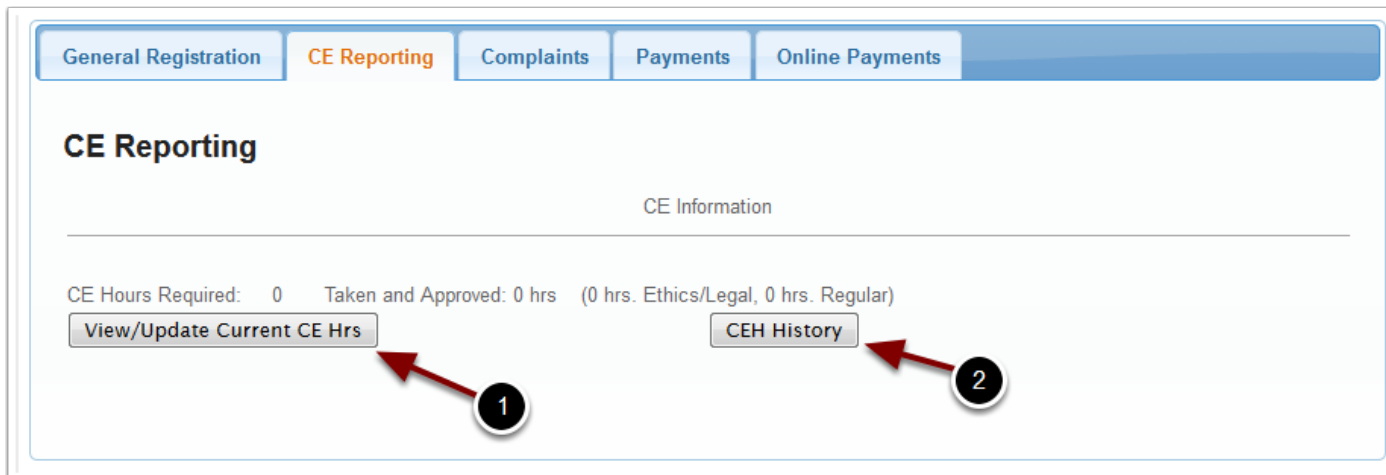
You have chosen not to renew your license.

You selected to **not** renew your license. If you did not intend to make that decision click --->

Renewal Process - Step 7

This tab contains a summary of your CE hours progress and button to view the details for your current CE reporting and update your current information. The View/Update screen displays only the course that relate to your current odd year renewal. The CEH History will list all courses that you have entered into the system.

See CE Reporting screen below.



The screenshot shows a web interface with a navigation bar at the top containing five tabs: "General Registration", "CE Reporting" (highlighted in orange), "Complaints", "Payments", and "Online Payments". Below the navigation bar, the page title is "CE Reporting". Underneath, there is a section titled "CE Information" which displays the following text: "CE Hours Required: 0 Taken and Approved: 0 hrs (0 hrs. Ethics/Legal, 0 hrs. Regular)". Below this text are two buttons: "View/Update Current CE Hrs" and "CEH History". A red arrow labeled with a circled "1" points to the "View/Update Current CE Hrs" button, and another red arrow labeled with a circled "2" points to the "CEH History" button.

Renewal Process - Step 8



On the View/Update screen below the CE Report Instructions is a list of the courses that you have reported. When courses are audited, if a course is denied approval that is indicated in red and the hours are subtracted from the approved hours. There is a summary for reported and approved hours below the list.

At the bottom of the screen is a form to enter new courses. You should upload your course certificate so all the information required to verify the course will be available. After you have entered all fields and selected the certificate file (PDF), click the Add button to upload the certificate and save the data. The new course will be displayed in the detail list at the top of the screen.

Enter Your CE for renewal date: 2017-6-30 [Return to Profile](#)


Activities taken between 7/1/2015 and 6/30/2017

Date	Title of CE Activity	Name of Sponsor(s)	Contact Hours	Credit Type	Provider Status	
2017-02-09	Families in Conflict	AB training	6	Regular	APA	Remove
View Certificate Update Certificate This course is waiting on review for approval.						
2016-09-02	psychology first	AB training	2	Regular	ada	Remove
View Certificate Update Certificate This course is waiting on review for approval.						
2016-08-08	Families in Conflict	AB training	6	Regular	APA	Remove
View Certificate Update Certificate This course is waiting on review for approval.						
2016-07-12	conflict control	AB training	6	Ethics/Legal	APA	Remove
View Certificate Update Certificate This course is waiting on review for approval.						

 **Total Reported Hours 20**  **Total Approved Hours 0**
Reported Ethics/Legal Hours 6 Approved Ethics/Legal Hours 0

[Return to Profile](#)

By using this online form to enter my CE information I, attest that this information is correct and meets the requirements of the Rules and Regulations of the Board.

Enter additional Courses 

Date

Title of CE Activity


Name of Sponsor(s)

Hours

Credit Type Regular Ethics/Legal

Status: **Select**

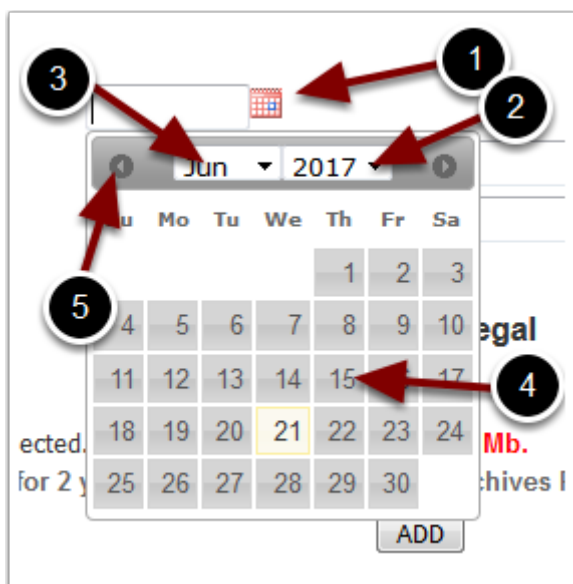
Upload Cert. No file selected. **Maximum file size is 1 Mb.**
Certificate will only be retained for 2 years per MS Department of Archives Record Retention Schedule #5844



Renewal Process - Step 8s - Selecting a date

To select the date of the course:

1. click the calendar icon
2. then select the Year,
3. then the month and
4. then click on the day in the calendar.
5. If you only need to move a month or 2 simply use the left arrow and then click the day in the calendar



Renewal Process - Step 9 - Print Certificate

As long as your status is Active you may print your certificate at any time.

City, St Zip	Asheville	Alabama	35242
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Registration Information

Type	Category	Status	Apply for Temp Lic
License	CL	Active	
Certified to perform civil commitment evaluations: Yes		Print Certificate	Temporary Lic History

Original Issue Date	Renewed Date	Expiration Date	Approval Date
1980-01-01	2017-02-16	2017-06-30	

Specialty Area:

[Save Changes](#)

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