



## AMFTRB Online Application Process Starting January 2015

The application process is described in the outline below:

### Approval by State

- The State approves candidate for examination.
- The State provides code to the candidate for online application.
- PTC send eligibility notices to the approved candidates via email about six weeks before the start of the testing period. The eligibility notice has information about how to schedule appointment at a PSI testing site to take the examination.

### Online Application

- The Candidate visits PTC online application system (<https://secure.ptcny.com/apply>)
- The Candidate starts a new application by selecting AMFTRB examination and the testing period from the menus and providing a unique email address.
- The Candidate completes the online application. Approval code from the state is required for the application to be submitted. The application can be saved online if the candidate needs to continue at a later time.
- The Candidate pays for the application using a credit card.
- The PTC online application system sends receipt to the email address provided in the application.

### Eligibility Notices and Scheduling Appointments

- PTC sends eligibility notices via email to the address provided on the application about six weeks before start of the testing period. The eligibility notice has information about scheduling examination appointment at a PSI testing center. A paper copy of the eligibility notice and current driver's license or passport must be presented to gain admission to the test center.



## THE NATIONAL MARITAL AND FAMILY THERAPY EXAMINATION

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### EXAMINATION PROCESS

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The Certification Examination is administered monthly during an established one-week testing period on a daily basis, Monday through Saturday, excluding holidays, at computer-based testing facilities managed by PSI. PSI has several hundred testing sites in the United States, as well as Canada. Scheduling is done on a first-come, first-served basis. To find a testing center near you, visit <http://candidate.psiexams.com> or call 1-800-733-9267.

Please note: Hours and days of availability vary at different centers. To schedule your examination appointment, you must have received an Eligibility Notice first from PTC.

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### FEES

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Examination Fee	\$350
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### OBTAIN A HANDBOOK FOR CANDIDATES AND APPLICATION

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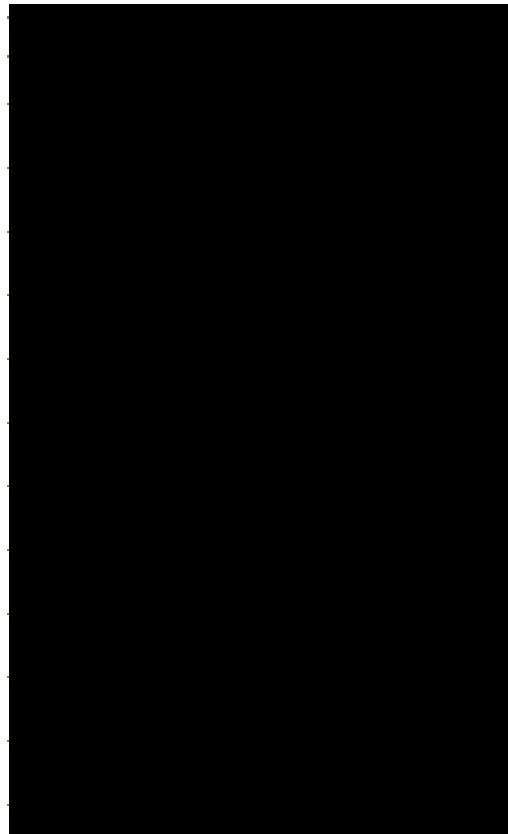
Visit [www.ptcny.com/clients/amftrb](http://www.ptcny.com/clients/amftrb) to download PDF version of the Handbook. The Handbook for Candidates is also available at [www.amftrb.org](http://www.amftrb.org).

For more information, contact:  
Professional Testing Corporation  
1350 Broadway, 17th Floor  
New York, NY 10018  
Phone: 212-356-0660  
Fax: 212-356-0678  
[www.ptcny.com](http://www.ptcny.com)

## 2015 AMFTRB NATIONAL MARITAL AND FAMILY THERAPY EXAMINATION

### EXAMINATION DATES

\*Applications are due on the 1st of the month  
prior to your chosen testing period



Handbook for Candidates and Application form  
are available at [www.ptcny.com/clients/amftrb](http://www.ptcny.com/clients/amftrb)

[www.ptcny.com](http://www.ptcny.com)



**PROFESSIONAL TESTING CORPORATION**<sup>®</sup>  
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## 2015 AMFTRB NATIONAL MARITAL AND FAMILY THERAPY EXAMINATION

The Association of Marital and  
Family Therapy Regulatory  
Boards

<http://www.amftrb.org>



# VALUE OF CERTIFICATION

## PURPOSE OF THE EXAMINATION

The Association of Marital and Family Therapy Regulatory Boards (AMFTRB) National MFT Examination assists state licensing boards in evaluating the knowledge of applicants for licensure. AMFTRB offers a standardized examination for use by its member boards in order to determine if these applicants have attained the knowledge considered essential for entry level professional practice and to provide a common element in the evaluation of candidates from one state to another. The contribution of subject matter experts, AMFTRB, and Professional Testing Corporation (PTC) are used in the development and continuing improvement of the examination. The National MFT Examination is only part of the overall evaluation used by the member boards.

The examination is designed to assess this knowledge through questions focused on the tasks that an entry level marital and family therapist should be able to perform and the knowledge required to perform those tasks successfully. Candidates who have completed the required academic and supervised experiential preparation and who have developed the level of competence necessary for entry level professional practice in marital and family therapy should be able to pass the examination.



## WHAT CONTENT IS COVERED ON THE EXAMINATION?

The National Marital and Family Therapy Examination is a computer-based examination composed of a maximum of 200 multiple-choice, objective questions with a total testing time of four (4) hours. Questions will be in the following areas:

- I. The Practice of Systemic Therapy
- II. Assessing, Hypothesizing and Diagnosing
- III. Designing and Conducting Treatment
- IV. Evaluating Ongoing Process and Terminating Treatment
- V. Managing Crisis Situations
- VI. Maintaining Ethical, Legal, and Professional Standards

A detailed exam content outline is available in the Handbook for Candidates. The Handbook is available for download at [www.ptcny.com/clients/amftrb](http://www.ptcny.com/clients/amftrb) or [www.amftrb.org](http://www.amftrb.org).

# APPLICATION PROCEDURE

You must first contact your state licensing board for application and eligibility requirements. State licensing board application deadlines, requirements, and fees for licensure may be in addition to those of AMFTRB's.

After the state licensing board has approved you to sit for the examination, the state licensing board will email you an approval letter with an approval code and links to the Professional Testing Corporation's Online Application System (<https://secure.ptcny.com/apply>). Complete the online application and submit examination/testing fee payment. Applications are not considered complete until all information has been provided and payment is received. Retain this link and code for future use.

Within six (6) weeks prior to the start of the testing period, you will receive an Eligibility Notice from PTC via email. The Eligibility Notice includes an eligibility number and information on how to set up your examination location, date, and time through PSI. Retain this document. A printed copy of the Eligibility Notice must be presented along with your current driver's license or passport at the testing center.