

# How To Apply for a Psychologist License

Before you begin: **Save all required supplemental documents** (e.g., jurisprudence exam certificate) to your device. You'll be prompted to upload them near the end of the application.

## Step 1: Log in to the Online Licensing System

Access the system here: <https://vo.licensing.hpc.texas.gov/datamart/login.do>

If you don't have an account yet, use the **Create a New Account** guide at the top of the login page.

Welcome to the Online Licensing System

Returning User

\* \* \* are required.

\*User ID:

\*Password:

Sign In

Forgot password?  
Forgot user ID?

New User

Begin Here For Sign-up

New Users (those who have not applied or renewed online since June 2011) must create an online account to use the Online Licensing System. Opening a second account will not delete the first account.

FAQ | Public Search | Contact Us

Public Search

It is not necessary to register or login to view or search for a license or registration. To search by name, license number, license type, city, or county click on the "Public Search" link above.

Sign-up and manage your licenses

Apply for New License: To apply for an initial license, please sign up using the link to the left. If you have previously registered using this system, it is not necessary to create another user registration to apply for a new license.

Renew or Maintain Your License: To renew and/or maintain an existing license, please login with your existing user ID and password, or click on the link to the left to register as a new user.

Maintenance Window: Click [here](#) to see our upcoming maintenance schedule

## Step 2: Choose the Correct Application

1. From the first dropdown, select **Texas Behavioral Health Executive Council**.
2. Choose **Licensed Psychologist Online Initial** and click **Select**.

Quick Start Menu

If you see your license on the right hand of the screen under the "License Information" section please **DO NOT** click on the "Add License to Registration" link at the bottom as your license is already associated with this online account. You should see your license options listed below.

If you are trying to apply for a license please choose the appropriate option under the "Start a New Application" section.

If you need to add your license to your online account please click on the "Add Licenses To Registration" option below.

License Information  
No License Information Available

Start a New Application

What are you applying for?

Texas Behavioral Health Executive Council

<Choose Application>

<Choose Application>

Licensed Marriage and Family Therapist Online Initial

Licensed Professional Counselor Online Initial

Licensed Psychological Associate Online Initial

Licensed Psychologist Online Initial

Licensed Social Worker Online Initial

Licensed Specialist in School Psychology Online Initial

Select

Select

### Step 3: Start the Application

Click **Next** to begin, then read the introduction and click **Next** again.

<b>Introduction</b>	<b>Licensed Psychologist Online Initial - Introduction</b>
<b>Function Suitability</b>	Thank you for your interest in applying for Psychology licensure in Texas.
<b>Name and Personal Details</b>	<b>BEFORE</b> proceeding with the online application, please review the following resources from the Council's website: <ul style="list-style-type: none"><li>• <a href="#">Psychology webpage</a> - Types of Licenses, Jurisprudence Examination, Frequently Asked Questions;</li><li>• <a href="#">Statute and Rules</a> - Licensure and examination requirements for Licensed Psychologist;</li><li>• Psychology <a href="#">Forms and Publications</a> - Download &amp; review the <a href="#">Licensed Psychologist Checklist &amp; License Process</a>.</li></ul>
<b>Contact Information</b>	Please note that fees are neither <b>refundable nor transferrable</b> . Be sure to <b>only submit one online application</b> . <i>How to User Guides</i> are available to assist with the online licensing system and are located under the <i>Forms and Publications</i> section on the main page of the Council's website.
<b>Select Attributes</b>	<b>IMPORTANT:</b> select applications materials, i.e., transcripts, certifications, verifications of licensure, health services credentials and EPPP scores, included but not limited to, are subject to primary source verification (PSV). These items <b>must</b> be received directly from the issuing entities either by mail or designated email (Contact Us page) and may <b>not</b> be accepted from the applicant if attached to the online application.
<b>Online Initial Education</b>	If you need to contact the psychology licensing staff, please use drop down Psychology ( <i>applications and Licensing questions</i> ) under <a href="#">Contact Us</a> found on the main Texas Behavioral Health Executive Council website.
<b>Online Initial Employment</b>	Press "Next" to continue.
<b>Online Initial Licenses and Credentials</b>	Press "Cancel" to cancel this application and return to the main menu.
<b>Online Initial Conviction</b>	
<b>Attachments</b>	
<b>Summary (pre-fees)</b>	
	<b>Next</b> <b>Cancel App</b>

Answer the **function** questions to confirm you're in the correct application.

<b>Introduction</b>	<b>Licensed Psychological Associate Online Initial - Function Suitability</b>														
<b>Function Suitability</b>	Answer the questions and press "Next".														
<b>Name and Personal Details</b>	Press "Previous" to return to the previous section.														
<b>Contact Information</b>	Press "Cancel" to cancel this application and return to the main menu.														
<b>Select Attributes</b>															
<b>Online Initial Education and Exam</b>															
<b>Online Initial Employment</b>															
<b>Online Initial Other Licenses</b>															
<b>Online Initial Degree Info</b>															
<b>Online Initial Conviction</b>															
<b>File Attachments</b>															
<b>Attachments</b>															
<b>Summary (pre-fees)</b>															
	<table border="1"><thead><tr><th>Question</th><th>Answer</th></tr></thead><tbody><tr><td>Are you attempting to renew an existing license/registration/permit?</td><td><input type="radio"/> Yes <input type="radio"/> No</td></tr><tr><td>Do you have a previous license that is currently Expired? <i>If so, you cannot apply for a new license online. You must submit an application for Reinstatement.</i></td><td><input type="radio"/> Yes <input type="radio"/> No</td></tr><tr><td>Have you been awarded a graduate degree in psychology from a regionally accredited university that meets the minimum total semester hour requirement as required by <a href="#">22 TAC 463.8</a></td><td><input type="radio"/> Yes <input type="radio"/> No</td></tr><tr><td>Have you completed your 6 semester credit hours of practicum, internship or other supervised experience under a licensed psychologists as required by 465.2?</td><td><input type="radio"/> Yes <input type="radio"/> No</td></tr><tr><td>Are you applying for a license as a Licensed Professional Counselor or Licensed Professional Counselor Associate?</td><td><input type="radio"/> Yes <input type="radio"/> No</td></tr><tr><td>Have you passed the Psychology Jurisprudence Examination within the last 6 months? <i>If no, please take the exam prior to submitting the application. Please use File Attachment to include your score report that reflects the date taken and score.</i></td><td><input type="radio"/> Yes <input type="radio"/> No</td></tr></tbody></table>	Question	Answer	Are you attempting to renew an existing license/registration/permit?	<input type="radio"/> Yes <input type="radio"/> No	Do you have a previous license that is currently Expired? <i>If so, you cannot apply for a new license online. You must submit an application for Reinstatement.</i>	<input type="radio"/> Yes <input type="radio"/> No	Have you been awarded a graduate degree in psychology from a regionally accredited university that meets the minimum total semester hour requirement as required by <a href="#">22 TAC 463.8</a>	<input type="radio"/> Yes <input type="radio"/> No	Have you completed your 6 semester credit hours of practicum, internship or other supervised experience under a licensed psychologists as required by 465.2?	<input type="radio"/> Yes <input type="radio"/> No	Are you applying for a license as a Licensed Professional Counselor or Licensed Professional Counselor Associate?	<input type="radio"/> Yes <input type="radio"/> No	Have you passed the Psychology Jurisprudence Examination within the last 6 months? <i>If no, please take the exam prior to submitting the application. Please use File Attachment to include your score report that reflects the date taken and score.</i>	<input type="radio"/> Yes <input type="radio"/> No
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	<b>Previous</b> <b>Next</b> <b>Cancel</b>														

⚠ If your answers indicate a different application type, an **error** will appear at the top of the screen. Review and correct your responses or exit and restart the module.

**Error**

- This function is not suitable for your situation. Press "Cancel" and select a different function.

## Step 4: Provide Personal & Contact Information

- Enter or update your **personal details**, then click **Next**.

<ul style="list-style-type: none"><li>Introduction</li><li>Function Suitability</li><li>Name and Personal Details</li><li><b>Contact Information</b></li><li>Select Attributes</li><li>Online Initial Education</li><li>Online Initial Employment</li><li>Online Initial Licenses and Credentials</li><li>Online Initial Conviction</li><li>File Attachments</li><li>Summary (pre-fees)</li></ul>	<h3>Licensed Psychologist Online Initial - Name and Personal Details</h3> <p>Enter your personal details and press "Next" to continue. Press "Previous" to return to the previous section. Press "Cancel" to cancel this application and return to the main menu.</p> <p>* First Name: <input type="text" value="Samuel"/></p> <p>Second Name: <input type="text"/></p> <p>* Last Name: <input type="text" value="Puhl"/></p> <p>Suffix: <input type="text"/></p> <p>* Social Security Number: <input type="text" value="*****"/> (No Dashes)</p> <p>* Confirm Social Security Number: <input type="text" value="*****"/> (No Dashes)</p> <p>* Date of Birth: <input type="text" value="01/01/1901"/> (mm/dd/yyyy)</p> <p>Gender: <input type="text" value="Male"/></p> <p>Race: <input type="text" value="Not Specified"/></p>
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- Enter your **contact information**, then click **Next**.

<ul style="list-style-type: none"><li>Introduction</li><li>Function Suitability</li><li>Name and Personal Details</li><li>Contact Information</li><li>Select Attributes</li><li>Online Initial Education</li><li>Online Initial Employment</li><li>Online Initial Licenses and Credentials</li><li>Online Initial Conviction</li><li>Attachments</li><li>Summary (pre-fees)</li></ul>	<h3>Licensed Psychologist Online Initial - Contact Information</h3> <p>Please review the address information below and make any necessary changes/corrections.</p> <p>Your Main Address will continue to be your address of record with the Board, and we will send all correspondence, including reminder renewal postcards and renewal permits, to that address.</p> <p>Your Main Address will be displayed in full unless you have designated it as your home address below in the online licensing system.</p> <p>If you would like to display a Business Address to the public, please use the "Add Another Contact" section and select the Business Address (optional) to enter that address. The Business Address will be displayed in full in public search.</p> <p>Press "Continue" to go to next page. Press "Previous" if you do not want to save your changes. Press "Delete" to delete this address. If Copy Button is available, Press "Copy" to copy a previously entered address. Press "Lookup" after entering the zip code to populate the U.S. city, state and county. Select an address type and press "Add" to add a new address.</p> <p><input checked="" type="checkbox"/> Main Address</p> <p>* Is this your Home Address? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Street Number: <input type="text" value="3502"/></p> <p>* Address: <input type="text" value="GRANADA AVE"/></p> <p>* Zip Code: <input type="text" value="75205"/></p> <p>* City: <input type="text" value="DALLAS"/></p> <p>* State: <input type="text" value="TEXAS"/></p> <p>* County: <input type="text" value="DALLAS"/></p> <p>* Country: <input type="text" value="United States"/></p> <p>* Phone Number: <input type="text" value="(512) 305-7704"/> (999) 999-9999</p> <p>Extension: <input type="text"/></p> <p>* E-mail: <input type="text" value="Test_james@shelton.org"/></p> <p>Contact #: <input type="text"/></p> <p>Web Address: <input type="text"/></p> <p>Add Another Contact</p> <p>Contact Type: <input type="text"/> <a href="#">Add</a></p>
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## Step 5: Indicate Military Status (if applicable)

Select your **military status**. This can affect several aspects of the process, including fees. Click **Next**.

<b>Introduction</b>	<b>Licensed Psychological Associate Online Initial - Select Attributes</b>	
<b>Function Suitability</b>	Prior to claiming any Military Status, please review <a href="#">Council rule 882.60</a> and the corresponding <a href="#">Board rule</a> (i.e., LMFT 801.204, LPC 681.114, Psychology 463.20, Soc. Work 781.419) to determine if you meet the Council's military licensing standards. If you believe that you do, please upload supporting documentation (e.g., Quick Reference Sheet, proof of military service or marriage to a military service member, proof of substantial equivalency) on the Attachments page of this application.	
<b>Name and Personal Details</b>	Listed below are the license attribute(s) you may add.	
<b>Contact Information</b>	Please select the desired attribute(s) and press "Next" to continue.	
<b>Select Attributes</b>	Press "Previous" to return to the previous section.	
<b>Online Initial Education and Exam</b>	Press "Cancel App" to cancel this application and return to the main menu.	
<b>Online Initial Employment</b>	Attribute Type: Citizen Status	
<b>Online Initial Other Licenses</b>	Exists On License	<b>Request To Add</b>
<b>Online Initial Degree Info</b>	<input type="checkbox"/>	<input type="radio"/> Non-US Citizen
<b>Online Initial Conviction</b>	<input type="checkbox"/>	<input type="radio"/> US Citizen
<b>File Attachments</b>	Attribute Type: Military Status	
<b>Attachments</b>	Exists On License	<b>Request To Add</b>
<b>Summary (pre-fees)</b>	<input type="checkbox"/>	<input type="radio"/> Military Service Member
	<input type="checkbox"/>	<input type="radio"/> Military Spouse with Other Licenses
	<input type="checkbox"/>	<input type="radio"/> Military Veteran
		<input checked="" type="radio"/> None of the Above
		<b>Previous</b> <b>Next</b> <b>Cancel App</b>

## Step 6: Education and Exam

- Enter your **education/exam** information, then **Next**.

Licensed Psychological Associate Online Initial - Information

**Online Initial Education and Exam**

1. Did you graduate from a university outside the U.S.?   
*\* If so, you MUST complete an evaluation in accordance with [22 TAC 882.11](#) PRIOR to submission of this application.*
2. Did you receive your graduate degree from a regionally accredited educational institution? (Listed in 22 TAC 463.1)
3. Did you obtain at least 6 semester hours of practicum, internship or other structured experience as part of your graduate degree?
4. Do you have a disability or impairment recognized under the Americans with Disabilities Act (ADA) which will necessitate special accommodations during the administration of any examinations?   
*\* If so, please upload and attach in the File Attachments section a detailed description of the disability or impairment that complies with [22 TAC 882.7](#).*
5. Have you received a passing score for the Examination for Professional Practice in Psychology (EPPP) for a previous application with Texas OR for another jurisdiction that meets the cutoff under 22 TAC 463.31?   
*\* If for another jurisdiction, you can access the EPPP Score Transfer Service by visiting ASPPB's website at [www.asppb.net](http://www.asppb.net).*

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- then **Next**.

## Step 7: Employment Information

- Answer questions about **current employment**, then **Next**.

Licensed Psychological Associate Online Initial - Information

**Online Initial Employment**


1. Are you a U.S. Citizen?   
**ALL** applicants will be required to provide documentation on the File Attachments page.  
**US Citizens** - proof of US Citizenship (see File Attachments page for list of accepted documents)  
**Non-US Citizens** - your Systematic Alien Verification for Entitlements (SAVE) form and your current immigration status document (listed on SAVE form)
2. Are you currently providing psychological services in Texas?
3. Have you ever used another name(s)?

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- Answer the **license/conviction information** questions, then **Next**.

<b>Introduction</b>	<b>Licensed Psychological Associate Online Initial - Information</b>
<b>Function Suitability</b>	<b>Online Initial Other Licenses</b>
<b>Name and Personal Details</b>	<ul style="list-style-type: none"><li>* 1. Do you now hold or have you ever held a license to practice psychology in this state or in any other jurisdiction?</li><li>2. Have you ever had an application denied or been refused a license to practice psychology or any other form of behavioral or mental healthcare?</li><li>* If so, please use the File Attachments to upload details identifying the jurisdiction that denied the application or request for licensure and describing the basis for the denial.</li><li>3. Has there been in the past or is there currently pending any administrative or disciplinary action initiated by a health or occupational regulatory agency, or an agency or office within the federal government, against you or a license currently or previously held by you?</li><li>* If so, please use the File Attachments to upload details of the nature of the administrative or disciplinary action, as well as the resolution of the matter that complies with <a href="#">22 TAC 884.32</a>.</li></ul>
<b>Contact Information</b>	
<b>Select Attributes</b>	
<b>Online Initial Education and Exam</b>	
<b>Online Initial Employment</b>	
<b>Online Initial Other Licenses</b>	
<b>Online Initial Degree Info</b>	
<b>Online Initial Conviction</b>	
<b>File Attachments</b>	
<b>Attachments</b>	
<b>Summary (pre-fees)</b>	


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- Answer **conviction** questions

<b>Introduction</b>	<b>Licensed Psychologist Online Initial - Information</b>
<b>Function Suitability</b>	Please provide responses to the following questions. The questions that are marked with an asterisk must be answered to continue with the application.
<b>Name and Personal Details</b>	<b>Online Initial Conviction</b>
<b>Contact Information</b>	<ul style="list-style-type: none"><li>* 1. Have you ever aided or abetted another individual in the unlawful practice of psychology?</li><li>* 2. Do you have a physical or mental impairment that prevents you from rendering competent psychological services with reasonable skill and safety to the public?</li><li>* 3. Do you use drugs or alcohol to an extent that affects your professional competency?</li></ul>
<b>Select Attributes</b>	<i>If you answered yes to any of the above questions, please use the File Attachments to upload a written explanation, along with copies of any relevant supporting documentation. Additional information may be required upon request.</i>
<b>Online Initial Education</b>	
<b>Online Initial Employment</b>	
<b>Online Initial Licenses and Credentials</b>	
<b>Online Initial Conviction</b>	
<b>Attachments</b>	
<b>Summary (pre-fees)</b>	

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## Step 8: Upload Supplemental Documents

Attach your required documents (e.g., **jurisprudence exam certificate**).

1. Click **Choose File**, select your file, then click **Open**.
2. In **Notes**, enter a brief description, then click **Attach**.

**Licensed Psychologist Online Initial - Attachments**

**DO NOT UPLOAD THE FOLLOWING:**

- Transcripts
- EPPP scores
- Verifications of licensure
- Evaluations of foreign degrees
- Health service certifications (i.e., CPQ, ABPP)

**Please upload and attach all required or applicable documents, including:**

- Texas Psychology Jurisprudence Examination Score Report (PDF)
- Formal Internship Verification Form
- Supervised Post-Doc Experience Documentation Form (LP) (If applicable)
- Proof of APA or APPIC membership (Internship and/or Post-Doctoral) – (If Applicable)
- Satisfaction of Post-doctoral Supervised Experience with Doctoral Program Hours- (If Applicable)
- 22 TAC 882.26 Exemption for Post-Doctoral Fellowship – In Texas only (If Applicable)
- § 501.004 Exemption – Written narrative: include Employer name, description of services, dates of employment and title used. (If Applicable)
- Military Quick Reference Sheet (If Applicable)
- Systematic Alien Verification for Entitlements (SAVE) Form (If Applicable)
- Other information pertinent to your licensure application (If Applicable)

See the LP *Application Checklist* for information related to document waiver eligibility. Proof of APA or APPIC membership must be in the form of a PDF screenshot from APA's or APPIC's website.

Note: There is a 120 character max file name limit, 5MB per file and a 20MB in total attachment limit.

Locate a file with the "Browse" button and press "Attach" or "Remove" as is required.

Press "Next" when there are no more files to attach.  
Press "Previous" to return to the previous screen.  
Press "Cancel" to cancel this application and return to the main menu.

File Name:

Notes:

You may attach **multiple files**. After each attachment, you'll see:

- A list of attached files (you can **View** or **Remove** each file)
- **Total size** of all attachments
- **Maximum total size: 20 MB**

When you finish, click **Next**.

## Step 9: Review, Affirm, and Submit

- Review all information and correct any errors.
- Click **Submit** to save the application and proceed to the affirmation page.

<b>Introduction</b>	<b>Licensed Psychologist Online Initial - Application Summary</b>								
<b>Function Suitability</b>	If you have uploaded and attached files to this application, they will appear in the Attachments section of this application summary. Please check to ensure they appear. If not, you can select the Edit button in that section and attach them.								
<b>Name and Personal Details</b>	Review the data and press "Submit" to submit this application.								
<b>Contact Information</b>	Press "Previous" to return to the previous section.								
<b>Select Attributes</b>	Press "Cancel" to cancel this application and return to the main menu.								
<b>Online Initial Education</b>									
<b>Online Initial Employment</b>									
<b>Online Initial Licenses and Credentials</b>									
<b>Online Initial Conviction</b>									
<b>File Attachments</b>									
<b>Summary (pre-fees)</b>									
	<table border="1"><tr><td><b>Application</b></td><td>License Type: BHEC - Psychology (LP, LPA) Application Date: 10/14/2021</td></tr><tr><td><b>Personal Details</b></td><td>Full Name: Samuel Puhl <a href="#">Edit</a> Social Security Number: ***** Birthdate: 01/01/1901 Gender: Male Race: Not Specified</td></tr><tr><td><b>General Addresses</b></td><td>Main Address: 123 PSEUDONYM DR QUERY, TEXAS UPSHUR 75991 US Phone Number: (409) 847-1171 E-mail: sampuhl@netscape.com <a href="#">Edit</a></td></tr><tr><td><b>Attachments</b></td><td>File Name: DOC.pdf <a href="#">Edit</a> Notes: Jurisprudence Exam</td></tr></table>	<b>Application</b>	License Type: BHEC - Psychology (LP, LPA) Application Date: 10/14/2021	<b>Personal Details</b>	Full Name: Samuel Puhl <a href="#">Edit</a> Social Security Number: ***** Birthdate: 01/01/1901 Gender: Male Race: Not Specified	<b>General Addresses</b>	Main Address: 123 PSEUDONYM DR QUERY, TEXAS UPSHUR 75991 US Phone Number: (409) 847-1171 E-mail: sampuhl@netscape.com <a href="#">Edit</a>	<b>Attachments</b>	File Name: DOC.pdf <a href="#">Edit</a> Notes: Jurisprudence Exam
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	<a href="#">Previous</a> <a href="#">Submit</a> <a href="#">Cancel App</a>								



- Select **Yes** to agree to the affirmation and click **Next**.

<b>Introduction</b>	<b>Licensed Psychologist Online Initial - Attestation</b>
<b>Function Suitability</b>	Press "Previous" to return to the previous section.
<b>Name and Personal Details</b>	Press "Submit" to continue.
<b>Contact Information</b>	Press "Cancel" to cancel this application and return to the main menu.
<b>Select Attributes</b>	The undersigned hereby acknowledge, attest, or affirm the following:
<b>Online Initial Education</b>	<ul style="list-style-type: none"><li>• The responses and information contained in this document are true and correct and that any misrepresentation may constitute a criminal violation under Section 37.10 of the Penal Code or a violation of Title 22, Part 41, Chapter 882, Subchapter C, §882.34 of the Texas Administrative Code.</li></ul>
<b>Online Initial Employment</b>	<ul style="list-style-type: none"><li>• I have read, understand, and agree to abide by the laws governing the practice of my profession, including the applicable rules set out in Title 22, Parts 21, 30, 34, 35 and 41 in the Texas Administrative Code and understand my duty to stay abreast of and comply with any future changes to these laws. Moreover, the Texas Behavioral Health Executive Council, together with its member boards, appointed members, agents, employees, and contractors, is not obligated to notify me individually or directly of any such future changes to these laws.</li></ul>
<b>Online Initial Licenses and Credentials</b>	<ul style="list-style-type: none"><li>• Neither the Council nor its member boards, appointed members, agents, employees, and contractors can modify, waive, or excuse a qualification for licensure unless expressly authorized to do so by statute or rule.</li></ul>
<b>Online Initial Conviction</b>	<ul style="list-style-type: none"><li>• I have a duty to comply with Title 22, Part 41, Chapter 882, Subchapter C, §882.32 of the Texas Administrative Code by keeping my address and telephone number on file with the agency current while my application is being processed.</li></ul>
<b>Attachments</b>	<ul style="list-style-type: none"><li>• Pursuant to Section 232.0135 of the Family code, this application or a future renewal may be denied for failure to pay child support;</li></ul>
<b>Summary (pre-fees)</b>	<ul style="list-style-type: none"><li>• Application and examination fees submitted in connection with this application are non-refundable and non-transferrable.</li></ul>
	<ul style="list-style-type: none"><li>• I have 90 days following receipt of this application by the Council to ensure that all required or requested documentation and information has been submitted. The failure to submit all required or requested documentation and information may delay the processing of my application or result in my application going void or being denied.</li></ul>
	<ul style="list-style-type: none"><li>• I understand that applications are reviewed in the order in which they are received and that it may take agency staff up to six weeks to process my application. I agree not to inquire about the status of my application or contact agency staff within this six-week period unless I am responding to an inquiry from staff. <b>In the event an applicant has not heard from the agency after six weeks of submitting his or her application, the applicant may contact agency staff, preferably via email, to check on the status of the application. Telephone calls and emails requesting a status update within the initial six-week review period only serve to increase application processing times for all applicants.</b></li></ul>
	<ul style="list-style-type: none"><li>• I agree to hold the Texas Behavioral Health Executive Council, as well as its member boards, appointed members, agents, employees, and contractors free from any and all actual or potential claims, suits, demands, causes of action, charges, or grievances of any kind or character related to or arising out of (in any way, whether directly or indirectly) this application or materials submitted in support thereof. Furthermore, I expressly authorize the Council to seek and obtain any information or references it deems fit in verifying my credentials and qualifications for licensure.</li></ul>
	<input checked="" type="radio"/> Yes <input type="radio"/> No
	<a href="#">Previous</a> <a href="#">Submit</a> <a href="#">Cancel</a>

You'll receive a **confirmation email** with a **PDF application summary** and **fingerprinting instructions**.

---

## Step 10: Pay the License Fee

1. Click **Pay Now** to begin payment.

- If you selected a qualifying **military option**, you're **exempt** from this fee and will go straight to a confirmation screen.
- If you do not pay, the application will remain in limbo for **30 days** and then be **deleted**.

**Fee and Summary Report**

Your application data has been submitted. Click on "View PDF Summary Report" and print this report for your records.

Deficiencies that are currently associated with your online application may be listed below.

You are required to pay the amount below for your application to be processed.

Press "Pay Now" to proceed to the fee payment page.

---


**Fees**


Total Amount Due: \$425.00

---

**Deficiencies**

1. Insufficient money received



[Fix](#) [Pay Now](#) [View PDF Summary Report](#) 

2. Click **Next** to reach the confirmation page, then **Next** again to go to the payment processor.

**Online Application Payment**


Select the applications you wish to pay for and press "Next" to continue

Press "Main Menu" to return to the main menu

Application Number	Description	License Number	License Type	Applicant Name	Fee		
374336	Duplicate Permit	[REDACTED]	[REDACTED]	[REDACTED]	\$10.00	<input type="checkbox"/>	
374337	Duplicate Permit				\$10.00	<input type="checkbox"/>	
374346	Duplicate Wall Certificate				\$10.00	<input type="checkbox"/>	
374349	Add Doctoral Degree				\$54.00	<input type="checkbox"/>	
185180	School Psychologist Online Initial				\$252.00	<input type="checkbox"/>	<a href="#">To Third Party</a>
255822	Licensed Psychological Associate Online Initial				\$144.00	<input type="checkbox"/>	<a href="#">To Third Party</a>
255823	Licensed Psychologist Online Initial				\$425.00	<input checked="" type="checkbox"/>	<a href="#">To Third Party</a>

Payment Method  Credit Card

[Next](#) [Main Menu](#)



**Confirm Payment Details**

Select payment method and press "Next" to pay for these applications.  
Press "Cancel" if you do not wish to continue with the payment.


Application Number	Description	License Number	License Type	Applicant Name	Fee
██████	Licensed Psychologist Online Initial	████████████████████	██████████	████████████████████	\$425.00
Total					\$425.00

Payment Method: Credit Card


[Next](#) [Cancel](#)



3. On the processor site, enter **customer/billing information** and **card details**.





## Texas Behavioral Health Executive Council



### Card Information

Card Number\* Expiration Date\* CVV\*

Card Number  MM YYYY CVV 

### Billing Address

First Name\* Last Name\*

Address Line 1\* Address Line 2\*

City\* State\*


Zip\* Country\*

Phone Email

\* Required fields

State Verification	\$ 50.00
Total	\$ 50.00

\*\*Payment includes Texas.gov cost recovery fees for the state of Texas.

I am human 

[Cancel](#) [Submit](#)





4. Complete the **I'm not a robot** check and click **Submit Payment**.

After successful payment, you'll be redirected to a **payment success** page where you can **view/save** your transaction summary.

**Online Application Payment Success**  
Press "Main Menu" to return to the main menu.  
Press "View PDF Summary" and print this page for your records using the print function of your browser.

Amount Paid:	\$460.00
Authorization Number:	TEST123
Trace Number:	510BH15088ID7

Application Number	Description	Applicant Name	Fee
5201-226053	Licensed Psychologist Online Initial	PUHL, SAMUEL	\$460.00

 [Next](#) [View PDF Summary Report](#) 


You will also receive a separate **payment confirmation email**. Save both emails for your records.

---

### You're Done!

This completes the **online** portion of the application. Your submission will be **reviewed in the order received**.

If anything is missing, staff will contact you. If complete, your **license** will be issued.

 Due to high volume, please **wait at least six weeks** before contacting BHEC for a status update.