

ONLINE RENEWAL INSTRUCTIONS

To renew online, follow the steps below.

1. Go to <https://mdbnc.health.maryland.gov/psych/logon.aspx>
2. Enter your 5-digit license number
3. Enter your password (last 4 digits of your social security number)
4. Complete the following 5 menu items
 - General Application Information
 - Character and Fitness questions (*explanations and documentation maybe required*)
 - Psychology Associate Update
 - Unlicensed Workers Exempt from Licensure
 - Continuing Education (*If flagged for an audit you must **MAIL** your CE documentation to the Board within two days*)

The RED arrow for each menu item will TURN GREEN once the section is completed.
ALL ARROWS MUST BE GREEN TO PROCESS YOUR APPLICATION.

5. Renewal fee - \$426.00 (\$400.00 renewal fee and \$26.00 MHCC fee. **PAYMENT MUST BE BY CREDIT CARD OR DEBIT CARD ONLY. Visa or MasterCard Only**
6. Technical Tips:
 - Complete the application using a desktop or laptop computer. Tablets and other mobile devices may have feature limitations.
 - Using the most recent version of browser (not IE).
 - Temporary turn off popup blocker to allow incomplete fields message(s) to be displayed
 - Temporary turn off anti-virus or add the application website, <https://mdbnc.health.maryland.gov/psych/logon.aspx>, as a safe website to your browser setting.

For technical assistance contact lee.nguyen@maryland.gov at 410-764-4698 for other questions mdh.psychologyboard@maryland.gov or 410-764-4703.

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