



Illinois Department of Financial and Professional Regulation

Division of Professional Regulation

Request to Change License Status from Active to Inactive

INFORMATION:

- An inactive license is a license that has been placed on inactive status by the licensee.
- A license can only be changed to “inactive” from “active” status.
- Licensees are prohibited to practice when the license status is inactive.
- Typically, any lapsed renewal fees are waived if your license is placed on inactive status.
- If a license is inactive for a certain number of years, it may be necessary to submit a restoration application and provide additional documentation, depending on the profession.
- Fill out the licensee information below completely. Type or Print in black ink only.

Last Name: _____ First: _____

License Number: _____

Profession: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Phone Number: _____

Signature: _____ Date: _____

SEND INFORMATION TO:

**ILLINOIS DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION
LICENSE ADMINISTRATION UNIT
320 WEST WASHINGTON STREET
SPRINGFIELD, IL 62786**

For expedited service or questions, send via e-mail to: fpr.lmu@illinois.gov