

RENEWAL INFORMATION

Not all licenses/registrations can renew by credit card. If your renewal mailing does not indicate a Credit Card Payment Option, you may not renew with a credit card.

If you are having problems with your renewal please call 1-800-560-6420.

Internet Credit Card Renewal

Step One: Go to www.idfpr.com

Step Two: Select 'Online License Renewals' in the Professions Quick Links drop-down in the middle of the page and Click on 'Go'.

Step Three: Follow the renewal instructions on-line.

Internet Credit Card Renewal will be completed in about 3 minutes. Your license will be mailed to you in a few days.

A convenience fee of \$1.50 to \$10.00 will be added to the cost of each license renewed by credit card, which pays for the vendor processing costs.

If You Did Not Receive Your Renewal Application

You may not have received your renewal application because the address we have for you is not correct.

Some of the renewal applications are available for downloading.

Look for Print Renewal for your profession. You may click here to go back to the renewal web pages and check your profession for the availability of Print Renewal. If your license is active and you wish to renew:

With a credit card via the Internet it is not necessary to download a renewal application. Simply follow the instructions for Internet Credit Card Renewal. Make any necessary address changes when prompted.

Renewal By Mail

Please check this Web site for the availability of a downloadable renewal application for your profession. If available, print, complete, make any address changes and return to the Department.

Follow the instructions on your License Renewal Notice and respond to appropriate questions.

Sign your name to the renewal form.

Submit appropriate renewal fee.

Mail all written renewals prior to the expiration date of your license to:

Department of Financial and Professional Regulation
320 W. Washington Street, P.O. Box 7086
Springfield, IL 62791

Incomplete renewal applications (along with your fee) will be returned for proper completion, resulting in a substantial delay in renewing your license.

Renewal Application Status

We encourage you to verify your license status via the Internet at www.idfpr.com. Simply click on License Look-up on the left hand menu under Agency Quick Links. Available 24 hours a day, License Look-up is easy, fast and convenient.

Placing Your License in Inactive Status

You may place your license in Inactive status via written renewal or Internet Renewal. Your license status will be changed to Inactive status immediately upon processing. Inactive status will exempt you from lapsed renewal fees; however, at such time you wish to restore your license you will be required to pay the current renewal fee and meet all applicable restoration requirements.

To review restoration requirements:

Step 1: Go to www.idfpr.com

Step 2: Look for a drop down list called Professionals Quick Links.

Step 3: Select Regulated Professions List and press Go.

Step 4: Choose your profession

Step 5: Select the Act and/or Administrative Rules for your profession.

Once in the Act and/or Administrative Rules, you can use the Edit-Find function to search for the words restoration or restore. You are prohibited from practicing during the time your license is inactive. You must notify the Department when you wish to restore your license.