**Section 1175.1025 Renewals**

a) Every nail technician, nail technology teacher and nail technology school license shall expire on October 31 of each even-numbered year. The holder of a license may renew the license during the month preceding its expiration date.

b) Applicants for renewal shall:

1) Submit a completed renewal application.

2) Nail Technician. Certify on the renewal application that they have successfully completed a minimum of 10 hours of CE from a sponsor registered with the Division in accordance with Section 1175.1200, within the 2 years prior to the expiration date of the license. Certify compliance with Section 1175.1220.

3) Nail Technology Teacher. Certify on the renewal application that they have successfully completed a minimum of 20 hours of CE from a sponsor registered with the Division, in accordance with Section 1175.1200, within the 2 years prior to the expiration date of the license. Certify compliance with Section 1175.1220. Ten of the 20 hours shall be in the following areas:

A) Teaching Methodology;

B) Educational Psychology;

C) Classroom Management; or

D) Other teaching related courses.

4) Submit the required fee set forth in Section 1175.100.

c) A renewal applicant is not required to comply with CE requirements for the first renewal after issuance of the original license.

d) The Division may require additional evidence demonstrating compliance with the CE requirements (i.e., certificate of attendance or certificate of completion). It is the responsibility of each renewal applicant to retain or otherwise produce evidence of this compliance. The evidence shall be required in the context of the Division's random audit.

e) It is the responsibility of each licensee to notify the Division of any change of address. Failure to receive a renewal form from the Division shall not constitute an excuse for failure to renew a license.

f) Practicing or operating on a license that has expired shall be considered unlicensed activity and shall be grounds for discipline pursuant to Section 4-7 of the Act.

(Source: Amended at 42 Ill. Reg. 15159, effective August 10, 2018)