**Section 1455.110 Application for Renewal of State Certified General Real Estate Appraiser License, State Certified Residential Real Estate Appraiser License, and Associate Real Estate Trainee Appraiser License; Late Renewal of State Certified General Real Estate Appraiser License, State Certified Residential Real Estate Appraiser License, and Associate Real Estate Trainee Appraiser License; Reinstatement of State Certified General Real Estate Appraiser License, State Certified Residential Real Estate Appraiser License, and Associate Real Estate Trainee Appraiser License; Application for Military Deferral; Expiration Date**

a) Each applicant for renewal of a State Certified General Real Estate Appraiser License, State Certified Residential Real Estate Appraiser License, and Associate Real Estate Trainee Appraiser License shall submit to the Division:

1) An application, provided by the Division and signed by the applicant, on which all questions have been answered;

2) The fee required by Section 1455.320;

3) Proof of successful completion of the continuing education requirements as provided by Subpart C; and

4) Satisfactory completion of a criminal background check, as required by Section 5-22 of the Act.

b) Any person who fails to submit a renewal application and renew his or her license by the expiration date of the license may renew his or her license for a period of 2 years following the expiration date of his or her license by submitting to the Division:

1) An application, provided by the Division and signed by the applicant, on which all questions have been answered;

2) The fee and late penalty required by Section 1455.320;

3) Proof of successful completion of the continuing education requirements as provided by Subpart C; and

4) Satisfactory completion of a criminal background check, as required by Section 5-22 of the Act.

c) For the purposes of this Section, all licenses shall expire on September 30 of odd numbered years.

d) Any person who fails to renew pursuant to subsection (b) shall not be eligible to renew his or her license, and must meet the requirements of a new applicant as required by the Act and subsection (f).

e) License renewals shall not be processed until proof of successful completion of continuing education is submitted and awarded credit by the Division. Licensees unable to provide satisfactory evidence of completed continuing education for the prescribed renewal cycle shall have their license automatically suspended.

f) Each applicant for reinstatement of a State Certified General Real Estate Appraiser License, State Certified Residential Real Estate Appraiser License, and Associate Real Estate Trainee Appraiser License shall submit to the Division:

1) An application, provided by the Division and signed by the applicant, on which all questions have been answered;

2) The fee required by Section 1455.320;

3) Proof of successful completion of the continuing education requirements as provided by Subpart C; and

4) Satisfactory completion of a criminal background check, as required by Section 5-22 of the Act.

g) Licensees with military deferrals, upon returning from active duty, shall submit to the Division:

1) An application, provided by the Division and signed by the applicant, on which all questions have been answered;

2) A copy of their DD 214 (Report of Separation);

3) The fee required by Section 1455.320;

4) Proof of successful completion of the continuing education requirements as provided by Subpart C; and

5) Effective January 1, 2015, an applicant in a Reserve component of the U.S. Armed Forces who was pursuing an appraiser license or certification prior to December 1, 2011, and who was called to active duty between December 1, 2011 and December 31, 2014, may satisfy the qualifications required under the AQB 2008 Criteria for an additional time period after January 1, 2015. The extension of time shall be equal to the applicant's time of active duty, plus 12 months.

(Source: Amended at 42 Ill. Reg. 6386, effective March 23, 2018)