

5300.0280 RENEWAL OF LICENSE.

Subpart 1. **Renewal every year.** A license issued by the board must be renewed every year upon the payment of the required renewal fee, completion of a renewal application, and attestation to completion of the continuing education requirements in part 5300.0320.

Subp. 2. **Notice of renewal.** The board shall send the licensee a renewal notice identifying the amount of the renewal fee. The notice shall be sent to the licensee's last known address on record with the board. The notice may be sent electronically.

Failure to receive the renewal notice does not relieve the licensee of the obligation to renew the license.

Subp. 3. **Renewal application required.** The licensee must complete the renewal application required by the board. The licensee must complete the renewal application so that the application is postmarked or electronic renewal is completed on or before the expiration date of the current license.

Subp. 4. **Fee.** The renewal fee must accompany the renewal application for the renewal application to be complete.

Subp. 5. **Affirmation.** The renewal application must include a statement by the licensee that the information in the application is true and correct to the best knowledge and belief of the licensee.

Subp. 6. **Late fee.** A licensee must pay a late renewal fee and the renewal fee specified by the board if the licensee's application for renewal is postmarked after the expiration date of the license, or received by the board by nonpostal means after the expiration of the license, but is postmarked or received within 30 days of the license expiration date.

Statutory Authority: *MS s 148B.31; 148B.37; 214.06*

History: *15 SR 1782; 23 SR 1540; 41 SR 87*

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