

**21 NCAC 63 .0902 RENEWAL OF CERTIFICATE OF REGISTRATION**

(a) Social workers who have registered their business with the Board in accordance with 21 NCAC 63 .0901 shall renew annually their Certificate of Registration issued by the Board on or before January 1 of each year. Applications for Renewal of Certificates of Registration shall provide the following:

- (1) whether there has been any change to the business since the last renewal of the Certificate of Registration;
- (2) identification of changes to the business since its last submission to the Board office, if any were made;
- (3) whether the business has ceased operation and, if so, a copy of the articles of dissolution;
- (4) the name, contact information, and license number of the licensees who are owners, members, or shareholders of the business;
- (5) the name, address, and certificate of registration number of the business;
- (6) applicant's signature and the date signed; and
- (7) a non-refundable fee of twenty-five dollars (\$25.00).

(b) A Certificate of Registration shall be suspended for failure to renew within 30 days after the expiration date and shall be reported to the Office of the Secretary of State.

*History Note: Authority G.S. 55B-11; 55B-12; 57D-2-02; 90B-6; 90B-11;*

*Eff. January 1, 2009;*

*Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. September 19, 2015;*

*Amended Eff October 1, 2021.*