**Section 380.705 Certificate Renewal Application**

a) Class 1, Class 2, Class 3 and Class 4 Certificates of Technical Competency are renewable.

b) Class K and Class R Certificates of Technical Competency may not be renewed. Operators must retake the examination and reapply when a Class K or Class R certification expires.

c) By April 1 of the year a certificate is due to expire, the Agency must notify the operator of expiration of the certificate at the most recent address, or email address, the Agency has on file for the operator.

d) The renewal application form must be completed by the operator and must:

1) specify the current certificate's expiration date, training requirements for certificate renewal, and number of hours of completed training since the current certificate was issued;

2) contain a statement signed by the operator certifying that all information provided in the renewal application form is true and complete; and

3) be submitted to the Agency on or before July 1 of the year in which the certificate expires.

e) The Agency will not process incomplete renewal application forms or renewal applications without the wastewater operator's original signature.

f) Falsification of a renewal application form shall result in denial of certificate renewal and may result in certificate suspension or revocation.

g) Failure to receive the renewal application form does not exempt a certified wastewater operator from meeting the renewal deadline.

h) When a certificate holder has made a sufficient application for certificate renewal (Class 1 through 4), or a new certificate (Class K and R), before expiration of the current certificate, the current certificate shall continue in full force and effect until the final agency decision on the application has been made.

(Source: Amended at 43 Ill. Reg. 5203, effective July 1, 2019)