**Section 4515.60 Certification Renewal**

a) A Navigator, In-Person Counselor, Certified Application Counselor and Certified Application Counselor Organization certification shall be valid, through October 31 of the plan year for which the certificate holder successfully completed the applicable federal training curriculum.

b) Sixty days before the end of the certification period, a Navigator, In-Person Counselor, Certified Application Counselor or Certified Application Counselor Organization may file an application for renewal on the application prescribed by the Director.

c) Before the filing date for application for renewal of a certification, an individual Navigator, In-Person Counselor and Certified Application Counselor must complete the applicable federal training curriculum for recertification as provided in Section 4515.100. The individual, at the time of application, must file with the Director, by a method prescribed by the Director, proof of passing the applicable training course curriculum. Any failure to fulfill the ongoing continuing education requirements will result in the expiration of the certification. Individual Navigators, In-Person Counselors or Certified Application Counselors whose certification has expired for failing to complete the continuing education requirements may not apply for a certification until they have provided satisfactory proof to the Director that they have completed the required continuing education requirements and have filed an application for certification.

(Source: Amended at 48 Ill. Reg. 12343, effective August 1, 2024)