**Section 750.1812 Instructor Renewal**

a) An instructor shall complete at least 20 hours of continuing education every five years for recertification. The continuing education shall cover food safety and sanitation topics and be completed by the instructor certification expiration date. The following are examples of proof of attendance:

1) A college transcript with course description;

2) A certificate of completion of a course with a course description; or

3) An agenda and certificate of completion/attendance documenting continuing education contact hours for training from a Department- approved organization.

b) A renewal application and certificate fee of $35 are due to the Department by the expiration date of the instructor's certificate. When the instructor's certificate has expired for more than 90 days, reapplication shall require compliance with Section 750.1810(b)(1) through (4).

(Source: Added at 39 Ill. Reg. 5006, effective March 17, 2015)