**Section 1480.90 Renewal of Licenses and Recovery Permits**

a) Applications to renew a license or recovery permit shall be filed on forms and contain the information prescribed by the Commission. Incomplete or incorrect applications for renewal of licenses or recovery permits shall be refused or rejected by the Commission.

b) Applicants for the renewal of a license shall fulfill the same fitness standards that are required of initial applicants for a respective license. Applicants for the renewal of a recovery permit shall fulfill the same fitness standards that are required of initial applicants for a respective recovery permit.

c) For applicants whose applications were previously set for hearing due to a conviction, if, upon review of an application for renewal, the Commission discovers that the applicant or any individual required to submit to a criminal background check as part of the licensure process has been *convicted of any crime under the laws of the United States or any state or territory of the United States that is a felony, a misdemeanor an essential element of which is dishonesty, or a crime related to the practice of the profession* [225 ILCS 422/80] since the last hearing held in the matter, the matter shall be set for an administrative hearing before an Administrative Law Judge to assist the Commission in determining whether the applicant is unfit by reason of conviction.

d) Applications for renewal of a license or permit must be filed with the Commission no earlier than 90 days and not later than 45 days prior to the expiration of a license or permit. The license or permit holder must satisfactorily complete the application process and fulfill all the fitness standards by the expiration date of the license or permit. A license or permit expires on the expiration date if not successfully renewed by the Commission prior to the expiration date. Any license or recovery permit holder whose license or recovery permit is not renewed by the license's or permit's expiration date *shall not engage in the practice of recovery in this State or use the title or advertise that he, she, or it performs the services of a licensed repossession agency, licensed recovery manager, or repossession agency employee.* [225 ILCS 422/75(k)]

(Source: Amended at 38 Ill. Reg. 5821, effective March 14, 2014)