

ATTENTION ALL REGISTERED APPRENTICES!

It is time to renew all South Carolina Registered Apprentices for 2017. If you have had a legal name change, please submit a copy of the legal document(s) (i.e., copy of marriage certificate, divorce decree, court order) to the Board office for us to update your files. Check our website periodically for your name change. Once your file has been updated, you may then renew your license.

Please note we will be opening the renewals on July 7, 2017. You may not renew before July 7, 2017.

You may not renew by telephone.

Online Renewals Only: Online renewal is available twenty-four (24) hours a day. You can print a receipt for your records, confirming that you have completed the renewal process and that your VISA, MasterCard, or electronic check has been accepted. You may also use a debit card, but it must have the VISA or MasterCard logo on the front of the card. Your new pocket card will be processed and mailed within 48 hours after renewing your license.

The Annual Sponsor Evaluation Form MUST be completed and submitted to the Board by email, contact.opticianry@llr.sc.gov, or by fax, (803) 896-4719, in order for your renewal to be considered complete. This form will be available during the online renewal process. Your new pocket card will be processed and mailed within 48 hours after renewing your apprenticeship and submitting the Annual Sponsor Evaluation Form. To renew your Registration on-line, go to <https://eservice.llr.sc.gov/OnlineRenewals/>. You must have your User ID to renew online. The User ID will be provided on your Renewal Notices.

RENEWAL DUE DATE: October 1, 2017

RENEWAL FEE AS FOLLOWS:

- Apprentices renewed on or before October 1, 2017, fee is \$50. Please make all checks or money orders payable to South Carolina Board of Examiners in Opticianry.
- If registration is not renewed by October 2, 2017 - October 31, 2017, a late fee of \$25 registration will be assessed.
If registration is not renewed by October 31, 2016 the registration will lapse and must be reinstated to activate. Reinstatement Fee: \$50.00 plus renewal fee if renewed after October 31, 2017 for all licenses and registrations.
- If you choose not to renew online, the paper renewal form can be found at <http://www.llr.state.sc.us/POL/Opticians/>, under "Applications and Forms". Please keep in mind renewing by paper may cause delays.

CONTINUING EDUCATION REQUIRED:

Apprentice: 4 hours of ABO approved CE obtained since 10/01/2016.

A random CE audit will be conducted after 11/01/2017. If selected, a notice of audit will be mailed to you requesting proof of CE to be submitted at that time. DO NOT send CE to the Board office unless instructed to do so.