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STATE OF DELAWARE
**BOARD OF OCCUPATIONAL THERAPY
PRACTICE**

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IMPORTANT INFORMATION ABOUT LATE RENEWALS

If your license is not renewed by 7/31/2016, it will expire. It is illegal to practice in Delaware while your license is expired. Don't delay. Submit your renewal application early to ensure that your license is renewed on time.

Filing a Late Renewal Application

If your license expires because you did not submit a renewal application on time, you may file a late application.

In 2015, the Board adopted a new rule that decreased the period during which you may file a late renewal application from three years to one year after the expiration date. This means that, if you have not filed a renewal application before your license expires on 7/31/2016, you may file a late application until 7/31/2017. When filing a late application, you must pay a late fee *in addition to* the renewal fee.

Even though you can file a late renewal application for up to a year, it is illegal to practice in Delaware until your license is actually renewed to active status. The late period is not a "grace period."

If your license is not renewed by the end of the one-year late period, your license will terminate. To resume practicing in Delaware after termination, you must reapply for licensure.

Mandatory Late Renewal Audit

If your license is renewed after it has expired, the Board will audit your continuing education for compliance with the requirements in Section 3.0 of the Board's Rules and Regulations.