

**21 NCAC 12B .0402 RENEWAL AND EXPIRATION OF INSTRUCTOR APPROVAL**

- (a) Board approval of instructors shall expire annually on December 1 following issuance of Board approval.
- (b) A provider shall file an application for a previously approved instructor renewal no less than 30 days immediately preceding expiration of approval. The instructor renewal application shall include the instructor's:
- (1) legal name, address, email address, and telephone number;
  - (2) general contractor's license number and qualifier ID number, if applicable, and instructor ID number assigned by the Board;
  - (3) course name(s) and course number(s) for which the provider is seeking approval as an instructor; and
  - (4) signature.
- (c) In order to reinstate an instructor approval that has been expired for less than six months, the former instructor shall meet the requirements set forth in Paragraph (b) of this Rule.
- (d) If an instructor approval has been expired for more than six months, the provider shall file an application for initial instructor approval pursuant to Rule .0401 of this Subchapter.

*History Note:* Authority G.S. 87-10.2(d);  
Temporary Adoption Eff. January 2, 2020;  
Eff. September 1, 2020.