

SENATE
STATE OF MINNESOTA
NINETY-THIRD SESSION

S.F. No. 3633

(SENATE AUTHORS: ABELER and Hoffman)

DATE	D-PG	OFFICIAL STATUS
02/15/2024	11589	Introduction and first reading Referred to State and Local Government and Veterans

1.1A bill for an act

1.2relating to professional licensing; requiring the Board of Architecture, Engineering,

1.3Land Surveying, Landscape Architecture, Geoscience, and Interior Design to

1.4provide notice by email to license and certificate holders whose license or certificate

1.5is about to expire; amending Minnesota Statutes 2022, section 326.10, subdivision

1.68.

1.7BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

1.8Section 1. Minnesota Statutes 2022, section 326.10, subdivision 8, is amended to read:

1.9Subd. 8. **Expiration and renewal.** (a) All licenses and certificates, other than in-training

1.10certificates, issued by the board expire at midnight on June 30 of each even-numbered

1.11calendar year if not renewed. A holder of a license or certificate issued by the board may

1.12renew it by completing and filing with the board an application for renewal consisting of a

1.13fully completed form provided by the board and the fee specified in section 326.105. Both

1.14the fee and the application must be submitted at the same time and by June 30 of each

1.15even-numbered calendar year. The form must be signed by the applicant, contain all of the

1.16information requested, and clearly show that the licensee or certificate holder has completed

1.17the minimum number of required professional development hours or has been granted an

1.18exemption under section 326.107, subdivision 4. An application for renewal that does not

1.19comply with the requirements of this subdivision is an incomplete application and must not

1.20be accepted by the board.

1.21(b) No later than 30 days before the expiration of a license or certificate, the board must

1.22send the holder of the license or certificate a notice by email that the license or certificate

1.23is about to expire. The notice must include information on the process and requirements for

1.24renewal. The application form for a new or renewed license or certificate issued by the

2.1 board must request that the applicant provide an email address for the purpose of providing
2.2 this notice. If the board does not have a record of a license or certificate holder's email
2.3 address, the board must send the notice to the holder by standard mail.

2.4 **EFFECTIVE DATE.** This section is effective August 1, 2024, and applies to licenses
2.5 and renewals scheduled to expire on or after that date.