



South Carolina Department of Labor, Licensing and Regulation  
**South Carolina Board of Examiners for Licensure of  
Professional Counselors, Marriage and Family  
Therapists, Addiction Counselors  
and Psycho-Educational Specialists**

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**REINSTATEMENT APPLICATION**

This reinstatement application may be used if the license has been lapsed for more than three (3) months but less than five (5) years. If your license has been lapsed more than two years, you will need to reapply for licensure. You may qualify for licensure by endorsement if you are actively licensed in another state.

**Supervisors licensed as a Supervisor on or after 7/1/1998 must maintain both their supervisor license and their underlying professional license to practice as a Supervisor. For example, if you are an LPC/S, you must also have an LPC license.**

**Include with your application:**

- Check or money order made payable to LLR-Board of Professional Counselors. Application fee is non-refundable. A returned check fee of up to \$30, or an amount specified by law, may be assessed on all returned funds.
- Copy of your valid driver’s license, state issued ID, passport or military ID
- Copy of your social security card
- Legal documentation for name change, if applicable
- Continuing education completion certificates

**Indicate the credential(s) and license number(s) you wish to reinstate:**

LPC LICENSE # \_\_\_\_\_ LPC-SUPERVISOR LICENSE # \_\_\_\_\_

LMFT LICENSE # \_\_\_\_\_ LMFT-SUPERVISOR LICENSE # \_\_\_\_\_

LAC LICENSE # \_\_\_\_\_ LAC-SUPERVISOR LICENSE # \_\_\_\_\_

LPES LICENSE # \_\_\_\_\_

**FEES:**

LPC, LMFT, LAC or LPES is \$450 **per license** (\$300 reinstatement fee + \$150 renewal fee)

LPC/S, LMFT/S or LAC/S is \$400 **per license** (\$300 reinstatement fee + \$100 renewal fee)

**APPLICANT INFORMATION**

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_ Suffix: \_\_\_\_\_

Since you were actively licensed, have you had a legal name change? YES NO Prior Name: \_\_\_\_\_

If yes, please submit legal documentation supporting the change. (Marriage certificate, divorce decree, etc.)

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

(If different than above)

Phone: \_\_\_\_\_ Email Address (required): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security No.: \_\_\_\_\_

Business/Work Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Business Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**OUT OF STATE LICENSURE**

Since you were initially licensed or since you last renewed, have you been licensed in another state? YES NO  
If yes, list the state(s) and license number below.

State: \_\_\_\_\_ License #: \_\_\_\_\_

State: \_\_\_\_\_ License #: \_\_\_\_\_

State: \_\_\_\_\_ License #: \_\_\_\_\_

State: \_\_\_\_\_ License #: \_\_\_\_\_

**CONTINUING EDUCATION**

Biennial CE hours are 40 CE hours for LPC, LMFT, LAC or LPES licensees (6 CEUs in ethics, 34 CEUs related to the respective license held). Biennial CE hours for dual license-holders are 50 (6 CEUs in ethics, 44 hours divided among the respective licenses held).

If you also have a Supervisor license, the Supervisor biennial CE hours are 10 CEUs for a Supervisor license, in addition to the CEU requirements set out above. (Ex: 10 CEUs for an LPC/S + 40 CEUs for an LPC = 50 CEU hours biennially. For those dually licensed, 10 CEUs for a Supervisor license or licenses + 50 CEUs for dual LPC/LMFT/LAC licenses = 60 hours biennially).

Continuing Education completion certificates must be submitted with this application.

**PERSONAL HISTORY INFORMATION**

Answer all the questions below; you are required to include a detailed written statement of explanation with your application for any "Yes" answers. However, if you answer "Yes" to question #3, you will also need to describe any pending charges in addition to providing a criminal background check from the state in which the offense took place (i.e., SLED, etc.).

**Since you were initially licensed or since you last renewed:**

- 1. Have you had any application for any professional license refused or denied by any licensing authority? YES NO
- 2. Have your privileges been restricted or terminated by any association and/or licensed facility? YES NO
- 3. Have you been convicted of or pled guilty or nolo contendere to a felony, or to a crime involving drugs or moral turpitude? YES NO

**If Yes, attach a certified copy of the court records regarding your conviction, the nature of the offense, date of discharge. Also, if applicable, have a statement from your probation or parole officer sent directly to the Board.**

- 4. Have you practiced the profession under the influence of alcohol and/or drugs, or do you use alcohol and/or drugs to such a degree that you are unfit to competently and safely practice the profession? YES NO
- 5. Have you sustained a physical or mental impairment or disability which renders your ability to practice dangerous to the public? YES NO

**STATEMENT OF APPLICANT**

Should I furnish any false information on this application or on any supporting document or material, I understand that such an act may constitute cause for denial of my application or revocation of my license.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**PRIVACY DISCLOSURE**

South Carolina Law requires that every individual who applies for an occupational or professional license provide a social security number for use in the establishment, enforcement and collection of child support obligations and for reporting to certain databanks established by law. Failure to provide your social security number for these mandatory purposes will result in the denial of your licensure application. Social security numbers may also be disclosed to other governmental regulatory agencies and for identification purposes to testing providers and organizations involved in professional regulation. Your social security number will not be released for any other purpose not provided for by law.

Other personal information collected by the Department for the licensing boards it administers is limited to such personal information as is necessary to fulfill a legitimate public purpose. The South Carolina Freedom of Information Act ensures that the public has a right to access appropriate records and information possessed by a government agency. Therefore, some personal information on the application may be subject to public scrutiny or release. The Department collects and disseminates personal information in compliance with The South Carolina Freedom of Information Act, the South Carolina Family Privacy Protection Act, and other applicable privacy laws and regulations. Additionally, the Department shares certain information on the application with other governmental agencies for various governmental purposes, including research and statistical services.



STATE OF SOUTH CAROLINA  
DEPARTMENT OF LABOR, LICENSING AND REGULATION  
**VERIFICATION OF LAWFUL PRESENCE IN THE UNITED STATES**  
**AFFIDAVIT OF ELIGIBILITY**



Pursuant to Section 8-29-10, *et seq.* of the South Carolina Code of Laws (1976, as amended), the Department of Labor, Licensing and Regulation must verify that any person who applies for a South Carolina license is lawfully present in the United States. Complete and sign this affidavit of eligibility. The information provided is subject to verification.

**Section A: LAWFUL PRESENCE in the United States.**

The undersigned \_\_\_\_\_, of \_\_\_\_\_  
(Print clearly First, Middle, and Last name) (Home Address, City, State, and Zip Code)  
being first duly sworn deposes and states as follows:

**Check only one box:**

1.  I am a United States citizen; or

2.  I am a Legal Permanent Resident of the United States eighteen years of age or older; or

3.  I am a Qualified Alien or non-immigrant under the Federal Immigration and Nationality Act, Public Law 82-414, eighteen years of age or older, and lawfully present in the United States.

4.  Other: \_\_\_\_\_ Please submit any documentation that supports this status.

Date of Birth: \_\_\_\_\_

Alien Number: \_\_\_\_\_ I-94 Number: \_\_\_\_\_

**(If you checked number 2, 3, or 4 you must attach a copy of your immigration documents. See instruction sheet for a list of accepted immigration documents.)**

**Section B: ATTESTATION.**

**I understand** that in accordance with section 8-29-10 of the South Carolina Code of Laws, a person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall, in addition to other sanctions imposed by this State or the United States, be guilty of a felony, and upon conviction must be fined and/or imprisoned for not more than 5 years (or both).

**I understand** that the representations made in this Affidavit shall apply through any license(s) or renewals issued, and that I shall have an affirmative duty to immediately advise the Department of Labor, Licensing and Regulation of any change of my immigration or citizenship status.

**I swear and attest the information contained herein is true and correct to the best of my knowledge. I understand that under South Carolina law, providing false information is grounds for denial, suspension, or revocation of a license, certificate, registration or permit.**

\_\_\_\_\_  
Signature of Affiant

SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Signature

\_\_\_\_\_  
Print Name

Notary Public for \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

## INSTRUCTION SHEET FOR COMPLETING AFFIDAVIT OF ELIGIBILITY

### **CHECK box 1:**

If you are a United States Citizen by birth or naturalization

### **CHECK box 2:**

If you are a Legal Permanent Resident and you are not a U.S. Citizen, but are residing in the U.S. under legally recognized and lawfully recorded permanent residence as an immigrant.

**PROVIDE A COPY OF ALL IMMIGRATION DOCUMENTS.**

### **CHECK box 3:**

If you are a Qualified Alien. You are a Qualified Alien if you are:

An alien who is lawfully admitted for residence under the INA.

An alien who is granted asylum under Section 208 of the INA.

A refugee who is admitted to the United States under Section 207 of the INA.

An alien who is paroled into the United States under Section 212(d)(5) of the INA for a period of at least 1 year.

An alien whose deportation is being withheld under Section 243(h) of the INA (as in effect prior to April 1, 1997) or whose removal has been withheld under Section 241(b)(3).

An alien who is granted conditional entry pursuant to Section 203(a)(7) of the INA as in effect prior to April 1, 1980.

An alien who is a Cuban/Haitian Entrant as defined by Section 501(e) of the Refugee Education Assistance Act of 1980.

An alien who has been battered or subjected to extreme cruelty, or whose child or parent has been battered or subject to extreme cruelty.

**PROVIDE A COPY OF ALL IMMIGRATION DOCUMENTS.**

### **ACCEPTED IMMIGRATION DOCUMENTS:**

Unexpired Reentry Permit (I-327)

Permanent Resident Card or Alien Registration Receipt Card With Photograph (I-551)

Unexpired Refugee Travel Document (I-571)

Unexpired Employment Authorization Card Which Contains a Photograph (I-766)

Machine Readable Immigrant Visa (with Temporary I-551 Language)

Temporary I-551 Stamp (on passport or I-94)

I-94 (Arrival/Departure Record) in Unexpired Foreign Passport

I-20 (Certificate of Eligibility for Nonimmigrant, F-1, Student Status)

DS2019 (Certificate of Eligibility for Exchange Visitor, J-1, Status)