



South Carolina Department of Labor, Licensing and Regulation

**South Carolina Board of Registration for
Professional Engineers and Surveyors**

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Code of Regulations, Chapter 49

49-106. COA Expiration, Renewal and Reinstatement--Firms

A. Expiration and Renewal

(1) Certificates of Authorization must be renewed biennially to remain in effect. Unless renewed a Certificate of Authorization shall expire biennially on March 31 of odd numbered years. A firm whose certificate has expired may not offer or engage in engineering or surveying services until the Certificate of Authorization has been renewed or until a new certificate has been issued.

(2) Renewal notices will be mailed to the firm's address on record with this Board in January each biennial year; however, it is the firm's responsibility to renew its license prior to the official expiration date of March 31.

(3) The completed renewal form signed and sworn to by the applicant must be filed with the Board office on or before March 31 of each odd numbered year.

B. Reinstatement

(1) A Certificate of Authorization will become invalid upon a failure to renew by April 1 of the biennial renewal year. The Certificate may be reinstated by the Board at any time during the following three months on payment of the biennial renewal fee plus late penalty. The penalties are computed in the same manner as prescribed for individual licensees who fail to renew.

(2) In the case of failure to reinstate within three months from the date of expiration, the Certificate of Authorization will be reissued only upon submittal of a new application, accompanied by the application fee, and approval by the Board.

C. Resident Professional Requirement

(1) A Certificate of Authorization (COA) is automatically suspended when the firm fails to comply with the resident professional requirement as provided for in Section 40-22-250 of the Practice Act.