

OREGON BOARD OF LICENSED PROFESSIONAL COUNSELORS & THERAPISTS

License Renewal 2024 Information

Summary of Biennial Renewal Transition

Renewals will still be due on the last day of your birth month, but licensees with even-numbered licenses will renew in even-numbered years, and licensees with odd-numbered licenses will renew in odd-numbered years. Because this begins in 2024, odd-numbered licensees will still renew in 2024, but their fee and continuing education (CE) will be prorated so that they will be on-track to normal biennial renewals beginning in 2025 and subsequent odd-numbered years. Registered Associates will remain on a one-year renewal period. However, note that those registrants who promote to licensee during the 2024-25 timeframe will experience the transition.

The first group of licensees to experience this transition will be those with January birth months. Usually, licensees would be able to renew up to 45 days in advance of the due date; however, the changes to renewal schedule and fee begin on January 1, 2024, so January birth month license renewals will be frozen until January 2, 2024.

Those with odd-numbered licenses will pay half the biennial renewal fee in 2024 (i.e., prorated to an annual fee) such that they later pay the regular fee in 2025, the odd-numbered year, and will report a pro-rated one year of continuing education (CE) in 2025. Even-numbered licenses pay the new biennial fee in the even-numbered year (2024) and report the usual amount of CE in even-numbered years.

Fee Changes

Fee Type	Current (Annual)	NEW 2024 (Biennial)	Change
Active License Renewal	\$165	\$290 (\$145 per year)	-12%
Inactive License Renewal	\$100	\$180 (\$90 per year)	-10%

Examples

Example 1: John Smith, active LPC, License Number C0122 (even-number) has a birthday of January 19th. John will receive his renewal reminder on January 2nd, 2024, and it will be due by his license expiration date of January 31st, 2024. He will pay \$290 to renew and report the usual 40 total CE clock hours for the reporting period of February 1st, 2022 to January 31st, 2024. John's next renewal will be due by his new license expiration date of January 31st, 2026. He will need to complete and report the usual 40 clock hours of CE between February 1st, 2024 and January 31st, 2026.

Example 2: Sally Johnson, active LMFT, License Number T0123 (odd-number) has a birthday of February 4th. Sally will receive her renewal reminder on January 15th, 2024 and it will be due by her license expiration date of February 29th, 2024. She will pay \$145 to renew and report the usual 40 total CE clock hours for the reporting period of March 1st, 2022 to February 29th, 2024. Sally's next renewal will be due by her new license expiration date of February 28th, 2025. She will need to complete and report a prorated 20 clock hours of CE (including a minimum 3 ethics, 2 cultural competency, 1 suicide risk, and 1.5 supervision-related training for supervisors) between March 1st, 2024 and February 28th, 2025. Following that, her biennial CE reporting period will be March 1st, 2025 to February 28th, 2027.

Q & A

- 1. Q. When does the renewal change become effective?**

A. January 1, 2024. However, note that if you have a January birth month, your renewal will open on January 2, 2024.
- 2. Q. I want my fee reduced earlier than January 1, 2024. Is that possible?**

A. No. This would mean granting a variance to the rules, which is not only arbitrary and unfair to other fee-paying licensees, but also illegal.
- 3. Q. Will registered associates move to biennial renewals?**

A. No. Because of the temporary and transitional nature of registration, annual renewals are appropriate for registered associates who are practicing under supervision and working towards licensure.
- 4. Q. How do I renew my license?**

A. Same as previously, by logging into the [Licensee Portal](#) and clicking the “License Renewal” menu option.
- 5. Q. When can I renew my license in 2024?**

A. The license renewal option opens 45 days in advance of the due date. However, note that due to the transition, as described above, those with January birth months will be able to renew starting January 2, 2024.
- 6. Q. How does the CE proration work for odd-numbered licenses?**

A. Due to the prorated one-year renewal period, in 2025, licensees with odd-numbered licenses will report HALF the normal CE due, which is 20 total clock hours. For example, those with January birth months will complete at least 20 clock hours of CE between February 1, 2024 and January 31, 2025. Those with December birth months will complete at least 20 hours of CE between January 1, 2025 and December 31, 2025. The proration includes a minimum 3 ethics, 2 cultural competency, 1 suicide risk, and 1.5 supervision-related training for supervisors. This will revert to the usual 40 total clock hours to be reported during the 2027 renewal.
- 7. Q. How does my CE reporting work in 2024 if I was initially licensed less than two years prior to my first renewal due date?**

A. For those licensed prior to 2024, the prorated CE that applied when you were licensed in 2022 or 2023 will still apply:

 - No CE is due for those licensed less than 12 months as of their first renewal due date.
 - Example: A February birth month licensee whose license was issued April 2023 or later will not report CE on the renewal due 2/29/24.
 - Those licensed between 12 and 23 months must report at least 20 clock hours of CE, including 3 ethics, 2 cultural competency, 1 suicide risk, and 1.5 supervision-related training for supervisors.

- Example: An April birth month licensee whose license was issued June 2022 to May 2023 will report 20 CE on the renewal due 4/30/24.

8. **Q. What should I do if I believe the system is charging me the incorrect fee or requiring the incorrect amount of CE?**
- A. First, please refer to the chart below. For general portal issues, please refer to the troubleshooting steps on the [Portal](#) webpage (under Problems?). If you still believe there is an error, please contact us at lpct.board@mhra.oregon.gov and include a screenshot.

OBLPCT License Renewal Transition Schedule- Biennial Renewals

Even-Numbered Licenses:

Birth Month	2024 Renewal					2026 Renewal					2028 Renewal			
	Renewals Open	Renewal Due Date	CE Due	Fee		Renewals Open	Renewal Due Date	CE Due	Fee		Renewals Open	Renewal Due Date	CE Due	Fee
January	1/1/24	1/31/24	40	Biennial		12/17/25	1/31/26	40	Biennial		12/17/27	1/31/28	40	Biennial
February	1/15/24	2/29/24	40	Biennial		1/14/26	2/28/26	40	Biennial		1/15/28	2/29/28	40	Biennial
March	2/15/24	3/31/24	40	Biennial		2/14/26	3/31/26	40	Biennial		2/15/28	3/31/28	40	Biennial
April	3/16/24	4/30/24	40	Biennial		3/16/26	4/30/26	40	Biennial		3/16/28	4/30/28	40	Biennial
May	4/16/24	5/31/24	40	Biennial		4/16/26	5/31/26	40	Biennial		4/16/28	5/31/28	40	Biennial
June	5/16/24	6/30/24	40	Biennial		5/16/26	6/30/26	40	Biennial		5/16/28	6/30/28	40	Biennial
July	6/16/24	7/31/24	40	Biennial		6/16/26	7/31/26	40	Biennial		6/16/28	7/31/28	40	Biennial
August	7/17/24	8/31/24	40	Biennial		7/17/26	8/31/26	40	Biennial		7/17/28	8/31/28	40	Biennial
September	8/16/24	9/30/24	40	Biennial		8/16/26	9/30/26	40	Biennial		8/16/28	9/30/28	40	Biennial
October	9/16/24	10/31/24	40	Biennial		9/16/26	10/31/26	40	Biennial		9/16/28	10/31/28	40	Biennial
November	10/16/24	11/30/24	40	Biennial		10/16/26	11/30/26	40	Biennial		10/16/28	11/30/28	40	Biennial
December	11/16/24	12/31/24	40	Biennial		11/16/26	12/31/26	40	Biennial		11/16/28	12/31/28	40	Biennial

Odd-Numbered Licenses:

Birth Month	2024 Renewal					2025 Renewal					2027 Renewal			
	Renewals Open	Renewal Due Date	CE Due	Fee		Renewals Open	Renewal Due Date	CE Due	Fee		Renewals Open	Renewal Due Date	CE Due	Fee
January	1/1/24	1/31/24	40	Half Biennial		12/17/24	1/31/25	20	Biennial		12/17/26	1/31/27	40	Biennial
February	1/15/24	2/29/24	40	Half Biennial		1/14/25	2/28/25	20	Biennial		1/14/27	2/28/27	40	Biennial
March	2/15/24	3/31/24	40	Half Biennial		2/14/25	3/31/25	20	Biennial		2/14/27	3/31/27	40	Biennial
April	3/16/24	4/30/24	40	Half Biennial		3/16/25	4/30/25	20	Biennial		3/16/27	4/30/27	40	Biennial
May	4/16/24	5/31/24	40	Half Biennial		4/16/25	5/31/25	20	Biennial		4/16/27	5/31/27	40	Biennial
June	5/16/24	6/30/24	40	Half Biennial		5/16/25	6/30/25	20	Biennial		5/16/27	6/30/27	40	Biennial
July	6/16/24	7/31/24	40	Half Biennial		6/16/25	7/31/25	20	Biennial		6/16/27	7/31/27	40	Biennial
August	7/17/24	8/31/24	40	Half Biennial		7/17/25	8/31/25	20	Biennial		7/17/27	8/31/27	40	Biennial
September	8/16/24	9/30/24	40	Half Biennial		8/16/25	9/30/25	20	Biennial		8/16/27	9/30/27	40	Biennial
October	9/16/24	10/31/24	40	Half Biennial		9/16/25	10/31/25	20	Biennial		9/16/27	10/31/27	40	Biennial
November	10/16/24	11/30/24	40	Half Biennial		10/16/25	11/30/25	20	Biennial		10/16/27	11/30/27	40	Biennial
December	11/16/24	12/31/24	40	Half Biennial		11/16/25	12/31/25	20	Biennial		11/16/27	12/31/27	40	Biennial