



South Carolina
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TO: All Licensed Credit Counseling Organizations
 DATE: October 1, 2020
 RE: 2020 Credit Counseling Organization Renewal Reminder
 FROM: Stacy Staley, Licensing Examiner

WHY FILE ONLINE?

- ✓ It's faster
- ✓ It's available 24/7
- ✓ Documents can be uploaded
- ✓ Administrator can pay fees using a credit card

It's time to renew all Credit Counseling Organizations and Credit Counselors licenses. The renewal period began **September 1 and ends December 1, 2020.**

We are excited that most organizations are taking advantage of our online system, "The Licensure Gateway." If you have not registered to be an Organization Administrator, please see the User Guide for Administrators instructions at <https://consumer.sc.gov/business-resourceslaws/online-filing> along with the User Guide for Individuals and helpful YouTube videos. Please reach out to your credit counselors and remind them to renew after you have completed the renewal application.

Remember that personal identifying information will be required before a credit counselor representative application can be submitted online by the Administrator.

For Paper Filing: Click on renewal forms at <https://consumer.sc.gov/business-resourceslaws/licensing/credit-counseling/forms>. Deliver/mail completed initial/renewal applications to include the required fees and documents to the Department.

Please see the enclosed/attached 2020 Webinar schedule along with the 2020 Update regarding Continuing Professional Education courses. As of now, CPE hours cannot be entered in the Licensure Gateway. Continue to use the CPE Reporting Form if CPE is required. See: <https://consumer.sc.gov/business-resourceslaws/licensing/credit-counseling>.

We are confident that you will benefit from using our new online system.

For Questions contact:

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