

LPC RENEWAL FAQs
**Renewal requirements are found in the Administrative Rules,
Section 255-X-7-.01. Use the Laws and Rules link to view the
Administrative Rules.**

- Q. What is the difference between a contact hour and a clock hour?
- A. *A contact hour and a clock hour are the same, one hour's time (e.g., 2:00-3:00)*
- Q. How many clock hours does a continuing education unit (ceu) contain?
- A. *One continuing education unit (1ceu) is the equivalent of ten (10) clock hours.*
- Q. How many hours of continuing education does an LPC need for renewal?
- A. *An LPC needs a total of 40 hours of continuing education for renewal*
- Q. When should the continuing education credits be earned?
- A. *Continuing education credits must be earned between the issue date and expiration date of the license being renewed.*
- Q. If I renew my license in April before the July 31st expiration date and attend a conference in June, may I use (carry over) the June hours for my next renewal?
- A. *No, the June hours may not be used (carried over) for the next renewal. Continuing education must be earned between the issue date and expiration date of the license being renewed.*
- Q. How many hours of ethics are needed for renewal?
- A. *Of the 40 hours required for LPC renewal, six (6) hours must be devoted to counseling ethics.*
- Q. How many hours may be earned through home study?
- A. *Of the 40 hours required for LPC renewal, ten (10) hours may be earned through home study activities.*
- Q. What does real-time participation in continuing education activities mean?
- A. *Real-time activities would occur either in-person or online featuring live access to presenters. These activities would feature opportunities for dialogue and interaction for the licensee as the activity occurs.*

- Q. How do I know my continuing education credits are acceptable?
- A. *Acceptable continuing education certificates must reflect provider documentation from the National Board for Certified Counselors (NBCC), the Commission on Rehabilitation Counselor Certification (CRCC), or a statement of approval by another state counseling licensure board. The activity must also be training in the professional field of counseling.*
See section 255-X-2-.18 of the Administrative Rules for content definition.
- Q. What if I want to attend a training that does not have the approval of one of the entities listed above?
- A. *You must request an approval of the activity from the ABEC **prior** to the date of the event. (See the ABEC policy regarding Acceptable Continuing Education under the “Renewal” link on the ABEC website.)*
- Q. How do I request a **prior** approval?
- A. *You must send your request for approval **prior** to the date of the activity. The request must include an outline of the content of the event, qualifications of the presenters, and number of clock hours to be awarded for the event.*
This information should be faxed to the ABEC office (205) 458-8718 or mailed to ABEC, 950 22nd Street North, Suite 765, Birmingham, AL 35203. E-mailed requests are not accepted.
- Q. When does my LPC license expire?
- A. *All LPC licenses expire on July 31 of the renewal year. The LPC license document has an expiration date. Or call the ABEC office 800 822-3307 if you need to verify the expiration date.*
- Q. Will the ABEC send me a notice to renew my license?
- A. *Renewal notices are usually mailed from the ABEC office in November or December. However, failure to receive a renewal notice from the Board does not relieve the licensee from the renewal requirement. It is important to notify the ABEC office of any address change.*
- Q. How do I get a renewal application?
- A. *The renewal notice will inform you that the application is available on the ABEC website or advise you to contact the ABEC office to request the application.*
- Q. What is the deadline for submitting the renewal application?

- A. *All renewal applications must be received in the ABEC office prior to August 1st or be postmarked by July 31.*
- Q. What happens if my renewal is postmarked after July 31?
- A. *Renewal applications not received before August 1st or postmarked by July 31st are returned to the licensee and are then considered as a renewal for an expired license.*
- Q. How much is the renewal fee?
- A. *The current LPC license renewal fee is \$300.00. Make checks or money orders payable to: Alabama Board of Examiners in Counseling.*
- Q. I presented at a counseling training workshop. Can I use this activity as continuing education credit?
- A. *Under section 255-X-7-.01(4)(d) of the Administrative Rules, a licensee may get ten (10) hours of credit for documenting two (2) of the activities listed. In addition to being a presenter, you would also need one of the other three (3) activities listed, (e.g., being a presenter at a workshop **plus** service on a board). See this section of the Administrative Rules for a complete list of activities.*
- Q. If I'm the presenter at a workshop, may I also claim credit as an "attendee" for this same event?
- A. *No. You may not get "attendee" credit for a workshop in which you were the presenter.*
- Q. How many hours of continuing education credit may I receive for one, three-semester hour academic course that is graduate level and counseling content?
- A. *One three semester hour course is the equivalent of 45 clock hours of continuing education credit.*