

IN THE SUPREME COURT OF THE STATE OF ARIZONA

In the Matter of:)
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CERTIFICATION AND LICENSING) Administrative Order
RENEWAL PILOT PROGRAM) No. 2013 - 29
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_____)

The Certification and Licensing Division of the Administrative Office of the Courts processes initial and renewal applications for certification of certain professions regulated by the Supreme Court and makes recommendations to the applicable Board regarding the certification pursuant to Arizona Code of Judicial Administration (ACJA) § 7-201 through § 7-208. In the performance of these duties, staff has observed that members of the regulated professions may, for various reasons, submit a renewal application past the expiration date on their certificate. Presently, renewal provisions of the ACJA do not allow an exception to a filing deadline when the renewal certificate is not timely filed and the certificate holder has good cause for filing it after the renewal deadline. In an effort to better serve the public and regulated professionals, a pilot program has been proposed to address this circumstance.

Therefore, pursuant to Article VI, Section 3, of the Arizona Constitution:

IT IS ORDERED that:

1. The Certification and Licensing Division Director is authorized to process untimely renewal applications and recommend to the applicable Board to renew a certificate if the untimely renewal applicant demonstrates to the Director good cause for the untimely filing.
2. The applicant shall submit a complete renewal application and applicable fees, and any other documentation requested by division staff to verify the grounds for the good-cause exception requested.
3. If an application is untimely filed, the certificate holder may not practice in their profession after the certificate has expired: (i) until the Division Director determines in writing that good cause is established for the filing of the untimely renewal application or (ii) until such time as an initial application is processed and the applicant is granted certification pursuant to the AJCA § 7-201(E) and the applicable sections of § 7-202 through § 7-208.
4. Based upon experience during this pilot program, the Certification and Licensing

Division shall draft and circulate for comment a revision to the ACJA.

IT IS FURTHER ORDERED that this program shall remain in effect until January 1, 2014.

Dated this 27th day of February, 2013.

REBECCA WHITE BERCH
Chief Justice