



COMMONWEALTH OF MASSACHUSETTS

Board of Registration of Hazardous Waste Site Cleanup Professionals

100 Cambridge Street, 9th Floor | BOSTON, MA 02114

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Instructions for LSP Renewal Application

Please read these instructions as well as the Board's regulations at 309 CMR 3.06. The Board's regulations can be found on its website at <https://www.mass.gov/doc/regulations-of-the-board-of-registration-of-hazardous-waste-site-cleanup-professionals-0/download>.

You must submit the Renewal Application Form, copies of your Attendance Certification Forms; and pay the Renewal Fee of one hundred dollars (\$100) on or before expiration date to renew your license. You must have earned forty-eight (48) credits of continuing education. Eight (8) continuing education credits must be "Regulatory" credits and at least twelve (12) continuing education credits must be "MassDEP Regulatory credits."

If you have earned a minimum of 36 continuing education credits but less than the required 48 continuing education credits, during your renewal application process, you are eligible to request a 90-Day extension. Please contact Board staff at lsp.board@mass.gov if you have any questions.

NOTE: Failure to meet all renewal requirements will result in your license lapsing at the close of business on your expiration date. If your license lapses you may not act as, advertise as, or hold yourself out to be, or represent yourself Licensed Site Professional. A person whose license has lapsed may renew his or her license at any time during the following year by meeting all the renewal requirements set forth in 309 CMR 3.06(2), including the payment of the \$100 Renewal Fee. A LSP who fails to renew his or her license within one year of the date of expiration may reapply for licensure by submitting a Limited Licensure Application, paying the \$245 Application Fee, and, if the application is approved, passing the licensing examination.