

1 14B NCAC 17 .0201 is amended as published in 35:21 NCR 2349 with changes as follows:

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3 14B NCAC 17 .0201 APPLICATION FOR LICENSE

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5 (a) Each applicant for a license shall submit an online application on the website provided by the Board. When this
6 online application is submitted, it shall be accompanied by:

- 7 (1) electronic submission of fingerprints from a Live Scan or similar system approved by the State
8 Bureau of Investigation or one set of classifiable fingerprints on an F.B.I. fingerprint card provided
9 by the Board and mailed separately to the Board's office;
- 10 (2) one head and shoulders digital photograph of the applicant in JPG format of sufficient quality for
11 identification, taken within six months prior to the online submission, and uploaded with the
12 application submission;
- 13 (3) statements of the results of a statewide criminal history records search by the reporting service
14 designated by the Board pursuant to G.S. 74D-2.1(a) for any state where the applicant has resided
15 within the preceeding 60 months; and
- 16 (4) the applicant's application fee, along with a four dollar (\$4.00) convenience fee charged by the
17 third-party vendor and credit card transaction fee charged by the applicant's credit card provider
18 and collected online.

19 (b) Each applicant shall upload evidence of high school graduation either by diploma, G.E.D. certificate, or other
20 equivalent documentation.

21 (c) Each applicant for a license shall meet personally with either a Board investigator, the Screening Committee, the
22 Director, or a Board representative designated by the Director prior to being issued a license. The applicant shall
23 discuss the provisions of G.S. 74D and the administrative rules in this Chapter during the personal meeting. The
24 applicant shall sign a form provided by the Board stating that the applicant has reviewed the information with the
25 Board's representative and that the applicant understands G.S. 74D and the administrative rules in this Chapter.
26 During a national or State declared state of emergency [which] that restricts or prohibits [travel] travel, the personal
27 meeting requirement may be waived if requested by the applicant in [lieu] favor of alternative means of
28 communication.

29 (d) Each applicant for a branch office license shall submit an online application on the website provided by the
30 Board. This online application shall be accompanied by the branch office application fee.

31 *History Note: Authority G.S. 74D-2; 74D-2.1; 74D-3; 74D-5; 74D-7; 74D-8;*

32 *Temporary Rule Eff. January 9, 1984, for a period of 120 days to expire on May 7, 1984;*

33 *Eff. May 1, 1984;*

34 *Amended Eff. December 1, 2012; February 1, 2012; January 1, 2007; September 1, 2006; March*
35 *1, 1993; July 1, 1987; January 1, 1986;*

36 *Transferred and Recodified from 12 NCAC 11 .0201 Eff. July 1, 2015;*

37 *Amended Eff. December 1, 2017;*

38 *Readopted Eff. June 1, 2018;*

- 1 *Amended Eff. September 1, 2019;*
- 2 *Amended Eff. August 1, 2020;*
- 3 *Emergency Amendment Eff. June 9, 2020;*
- 4 *Temporary Amendment Eff. August 28, 2020;*
- 5 *Temporary Amendment Expired June 12, 2021;*
- 6 *Amended Eff. November 1, 2021.*