



IDFPR

Illinois Department of
Financial and Professional Regulation

Division of Professional Regulation

Qualifications for Licensure:

Private Detective (115)

Effective: 12/2024
Revised: 12/2024

READ ME FIRST

The Division of Professional Regulation hopes that you will find the below useful in successfully applying for a license in the State of Illinois. Carefully review this information as it will assist you in applying for your license and eliminate any processing delays.

Important:

- An application is active for three years from the date of receipt by the Department.
- Before contacting the Department, please review our FAQs for answers to most questions. <http://www.idfpr.illinois.gov/About/FAQ.html>)
- If your question is not addressed in our FAQ's, please contact the department at 1-800-560-6420.

LICENSE QUALIFICATIONS

Education:

- EXAMINATION BASED ON EDUCATION AND EXPERIENCE-Requires Baccalaureate Degree in Law Enforcement, or related field, or business. Requires one (1) year work experience out of the five (5) years.
- EXAMINATION BASED ON EDUCATION AND EXPERIENCE -Requires Associate Degree in Law Enforcement, or related field, or business. Requires two (2) years work experience out of the five (5) years.
- Supporting Document [ED](#) must be completed by a school official and have a school seal affixed. If school has no seal, Supporting Document ED must be notarized.
- If you have completed a non-degree military training program in law enforcement or a related field credit shall be given for one of the 3 years of the required experience if it is determined that such training is substantially equivalent to that received in an associate degree program.

Experience:

If you have ever been licensed as a Private Detective in other states, Supporting Document [CT](#) must be completed by the jurisdictions of licensure where you have been practicing. You must direct the licensing agency/board(s) to return completed form CT directly to you.

EXAMINATION - BASED ON EXPERIENCE

- Submit supporting document [VE-DET](#) if you are attesting to three (3) years work experience out of the five (5) years immediately preceding application working full-time for a licensed private detective agency as a registered private detective employee; as a full-time investigator for a licensed attorney; for an in-house investigative unit for a corporation having 100 or more employees or for any of the armed forces of the United States.

OR

- Submit supporting Document [VE-DSC](#) attesting to three (3) years' experience out of the five (5) years immediately preceding application employed as a full-time investigator in a law enforcement agency of the federal government, a state, or a state political subdivision which shall include full-time experience as an investigator with a state's attorney's office or a public defender's office thereof, approved by the Department. (In the case of military police experience, applicant must submit a copy of DD214). In lieu of the experience requirement referenced in item 2 above, alternative experience may be accepted working full-time for a private detective agency licensed in another state or for a private detective agency in a state that does not license such agencies if the experience is substantially equivalent to that gained working for an Illinois licensed private detective agency.

OR

- For applicants utilizing the experience as referenced in Section 15-10(c) where proof of canine odor detection services for hire since January 1, 2005, is required, the following shall be included: Supporting document [VE-CAN](#) to document work experience in canine odor detection services since January 1, 2005; and Certified copies of a minimum of three canine odor detection services contracts prior January 1, 2005.

EXAMINATION BASED ON EDUCATION AND EXPERIENCE

Experience needed with Baccalaureate Degree

- Submit supporting Document [VE-DET](#) attesting to one (1) year work experience out of the five (5) years immediately preceding examination application working full-time for a licensed private detective agency as a registered private detective employee or as a full-time investigator for a licensed attorney; for an in-house investigative unit for a corporation having 100 or more employees or for any of the armed forces of the United States;

OR

- Submit supporting Document [VE-DSC](#) attesting to one (1) year experience out of the five (5) years immediately preceding examination application employed as a full-time investigator in a law enforcement agency of the federal government, a state, or a state political subdivision, which shall include full-time experience as an investigator with a state's attorney's office or a public defender's office thereof, approved by the Department. (In the case of military police experience, applicant must submit a copy of DD214).
- In lieu of the experience requirement referenced above, alternative experience may be accepted working full-time for a private detective agency licensed in another state or for a private detective agency in a state that does

not license such agencies if the experience is substantially equivalent to that gained working for an Illinois licensed private detective agency.

Experience needed with Associate Degree

- Submit supporting Document [VE-DET](#) attesting to one (2) year work experience out of the five (5) years immediately preceding examination application working full-time for a licensed private detective agency as a registered private detective employee or as a full-time investigator for a licensed attorney; for an in-house investigative unit for a corporation having 100 or more employees or for any of the armed forces of the United States;

OR

- Submit supporting Document [VE-DSC](#) attesting to one (2) year experience out of the five (5) years immediately preceding examination application employed as a full-time investigator in a law enforcement agency of the federal government, a state, or a state political subdivision, which shall include full-time experience as an investigator with a state's attorney's office or a public defender's office thereof, approved by the Department. (In the case of military police experience, applicant must submit a copy of DD214).
- In lieu of the experience requirement above, alternative experience may be accepted working full-time for a private detective agency licensed in another state or for a private detective agency in a state that does not license such agencies if the experience is substantially equivalent to that gained working for an Illinois licensed private detective agency.

REQUIRED SUPPORTING DOCUMENTS

You must submit the following:

[ED](#)-Certification of Education must be completed by a school official or have school seal affixed. If school has no seal, supporting document ED must be notarized.

[VE-DET](#)-Supporting Document attesting to type and years of experience.

VE-DSC-Supporting Document attesting to type and years of experience.

VE-CAN-Supporting document attesting to type and years of experience.

FINGERPRINTS-Fingerprints must be taken within 60 days from the date that the application is submitted to the Department or the Department's testing vendor. A list of licensed Illinois Fingerprint Vendors can be found [here](#). Further instructions on how to complete this requirement can be found [here](#).

CT - Official License Certification — Persons making application on the basis of experience must provide support document(s). If you have ever been licensed as a private detective in other states, supporting document CT must be completed by the jurisdictions of licensure where you have been practicing. You must direct the licensing agency/board(s) to return completed form CT directly to you.

IMPORTANT INFORMATION ONCE LICENSED

- All Private Detective licenses expire on August 31st of each Even-numbered year, regardless of issuance date.
- It is your responsibility to update your contact information including email address with the Department to ensure that you receive all courtesy renewal email reminders and other notifications.