



IDFPR

Illinois Department of
Financial and Professional Regulation

Division of Professional Regulation

Qualifications for Licensure: Private Alarm Contractor (124)

Effective: 12/2024

Revised: 02/2026

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.
- If your question is not addressed in our [FAQ's](#), please contact the department at 1-800-560-6420.
- Applicants for licensure are required to provide proof of coverage under a commercial general liability insurance policy, with proof of a minimum of \$1,000,000 of liability insurance.

LICENSE QUALIFICATIONS

Education:

- An individual who has received a 4-year degree or higher in electrical engineering or a related field from a program approved by the Board or a business degree from an accredited college or university shall be given credit for two (2) years of experience.

Certification:

- An individual who has successfully completed a national certification program approved by the Board shall be given credit for one (1) year of experience. A copy of the national certification program certificate must accompany the application as proof of successful completion of the program.

Experience:

- Three (3) years' experience during the five (5) years immediately preceding the application working as a full-time manager for a licensed private alarm contractor agency or working for a government, one of the armed forces of the United States, or private entity that inspects, reviews, designs, sells, installs, operates, services, or monitors alarm systems

that, in the judgment of the Board, satisfies the standards of alarm industry competence. Submit supporting document [VE-SAC](#) attesting to this experience.

- In lieu of the experience requirement above, alternative experience may be accepted working as a full-time manager for a private alarm contractor agency licensed in another state or for a private alarm contractor 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 alarm contractor agency.

REQUIRED SUPPORTING DOCUMENTS

This section details the necessary documentation you will be asked to provide during the application process. Please do not begin an application until you are prepared to submit all documentation.

- An Official Transcript showing degree/certificate earned and date of completion or Certification of Education ([ED-](#)). This form must be completed by a school official or have school seal affixed. If school has no seal the supporting document must be notarized.
- [VE-SAC-](#) Supporting document attesting to type and years of experience.
- Certification of Licensure — If you have ever been licensed as a private alarm contractor in another state, a Certification of Licensure must be provided. Certification of Licensure is detailed information about the license such as status, issue and expiration date, and if the license has been disciplined. The other state board or agency provides the information and certifies that it is true and correct. You may use form [CT](#) to request Certification of Licensure from the other state board however most states have their own format for this information. IDFPR will accept other state's formats if it contains the required minimum information. If the Certification is only available online, you may print the online certification/verification and upload it. If the other state board will only send the certification directly to IDFPR, you will need to upload evidence of ordering the certification or confirmation of delivery to IDFPR.
- FINGERPRINT Receipt with TCN number or peace officer [VE-PEC](#) form.
 - 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](#).
 - In lieu of fingerprints, verification, on forms provided by the Division, of proof of retirement as a peace officer, as defined in Section 5-10 of the Act, within 12 months prior to application. Supporting document [VE-PEC](#) shall be completed and signed by the applicant's employer.

Please Note: Upon notification of successful completion of the examination the applicant for licensure will be required to provide proof of coverage under a commercial general liability insurance policy, with proof of a minimum of \$1,000,000 of liability insurance. The comprehensive, commercial general liability insurance must be in the name of the individual licensee.

IMPORTANT INFORMATION ONCE LICENSED

- All Private Alarm Contractor licenses expire on May 31st every 3 years 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.
- The Department posts profession specific notices, statements and other information to the [IDFPR website](#). Licensed professionals should visit the IDFPR website frequently, and their profession specific pages, to stay informed about the latest information and developments.