



IDFPR

Illinois Department of
Financial and Professional Regulation

Division of Professional Regulation

QUALIFICATIONS FOR LICENSURE:

ENVIRONMENTAL HEALTH PRACTITIONER IN TRAINING (221)

Effective Date: 12/2024

Revised Date: N/NNNN

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.
- NOTE: Effective July 1, 2003, anyone licensed under the Illinois Environmental Health Practitioner Act MUST accomplish their traineeship under the supervision of a licensed environmental health practitioner or a licensed professional engineer. A traineeship shall not commence prior to official notification from the Division.

LICENSE QUALIFICATIONS

Education:

- **Initial licensure:** Official transcripts showing proof of successful completion of a bachelor's degree from an accredited college or university approved by the National Environmental Health Science and Protection Accreditation Council for environmental health curricula, or its equivalent approved by the Division; **OR**
- Official transcripts showing proof of successful completion of a bachelor's degree from an accredited college or university which included at least 30 semester hours, or its equivalent, of basic sciences approved by the Division; **OR**
- Official transcripts showing proof of successful completion of master's degree in public health or environmental health science from an accredited college or university if applicant has completed a minimum of 30 semester or equivalent hours of basic science approved by the Division.

Experience:

- Experience must comply with the requirements of Section 1247.50 of the Administrative Rules and be submitted on the VE form.
- Certification from the jurisdiction in which the applicant was originally licensed and the jurisdiction in which the applicant predominantly practices and is currently registered/licensed, if applicable, stating:
 - A) The time during which the applicant was licensed in that jurisdiction, including the date of the original issuance of the license
 - B) A description of the examination in that jurisdiction; and
 - C) Whether the file on the applicant contains any record of disciplinary actions taken or pending.

REQUIRED SUPPORTING DOCUMENTS

You must submit the following:

- 1. Official Transcripts** — for your applicable bachelor's or master's degree. Each transcript must be uploaded during the application. If you are unable to upload, the transcripts must be sent directly from the University to the department at FPR.PSSUNIT@ILLINOIS.GOV.
- 2. Supporting Document CT (Certification)** - If you have ever held a license/ registration as an environmental health practitioner in training in a jurisdiction OTHER than Illinois, CT must be completed by the licensing authority in the other jurisdiction. If you have been licensed/registered in more than one jurisdiction, Supporting Document CT must be completed by the jurisdiction of original licensure and the jurisdiction of most recent practice.

IMPORTANT INFORMATION ONCE LICENSED

- 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.
- An environmental health practitioner-in-training license will be issued for 3 years.
- If the trainee has not passed the LEHP exam within the 3-year period, he/she may request an extension by submitting all the following:
 1. Online application for licensure and/or examination;
 2. Sufficient cause for not applying for examination as an environmental health practitioner within the 3-year period verified by one of the following:
 - a. Service in the military;
 - b. Incapacitating illness and/or hospitalization verified by a physician; or c) other extenuating circumstances.
 - c. Pay required fee

PLEASE NOTE: In no instance can an environmental health practitioner-in-training license be extended that would allow an environmental health practitioner-in-training to practice more than 6 years.