



IDFPR

Illinois Department of
Financial and Professional Regulation

JB PRITZKER
Governor

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Secretary

Tips for First Time Registration to Renew a Professional License (Individual Accounts)

(Note: Business and Individual licenses will be on separate accounts. Please see the Registering a Business Account instruction sheet for help renewing a business license.)

For most licensees this will be the first time logging into your IDFPR Online Services Portal Account. You will need to Register and MATCH to your existing license record. If you applied for your initial license via the IDFPR portal, you can use the username and password created at that time. If you are unable to remember your username and password, you may still use the process below.

- (1) Visit the IDFPR Online Services Portal at the following URL: <https://online-dfpr.micropact.com/>

Login Register

Illinois Department of Financial & Professional Regulation

HOME MY ACCOUNT ONLINE SERVICES ▾

Access Your Account

Account Medical Cannabis Renew HERE

User ID

User ID

Password

Password

Log In

Don't have an account? Register
Forgot Password? Forgot User ID?

Welcome

IDFPR Online Services Portal

Welcome to our new Online Services Portal!

Due to the high volume of online renewals resulting from the recent renewal window opening for multiple professions, we are experiencing some performance issues.

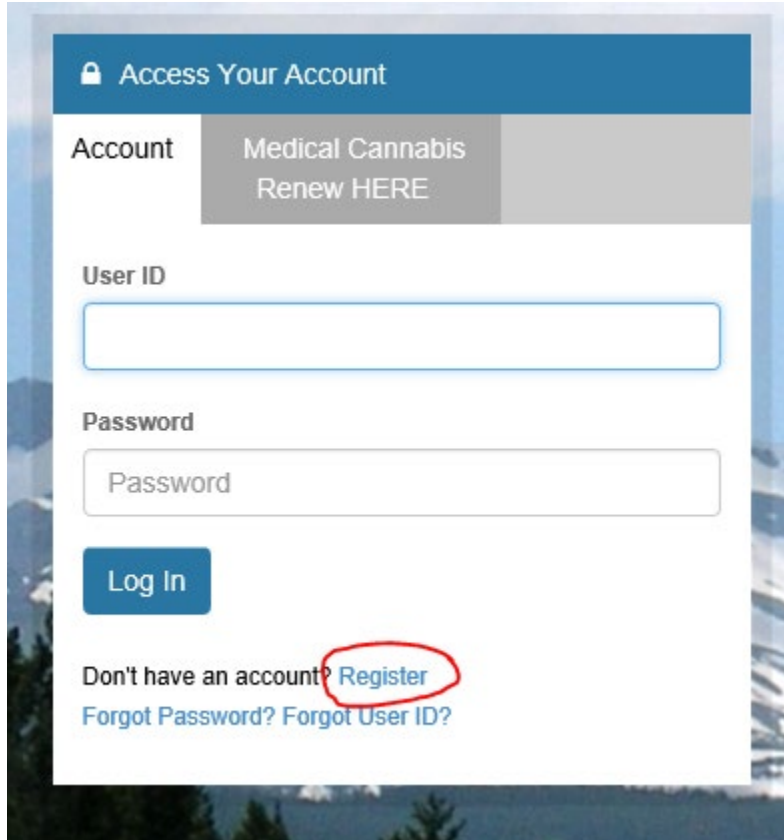
Please allow 2-4 business days for your license to post in our systems and your license status to update. We are working to improve our capacity for online renewal traffic and hope to implement performance optimization throughout the week. Thank you for your patience.

We currently offer the following:

New Applications

Click Here

(2) Click on “Register” under the Log In button.



Access Your Account

Account Medical Cannabis Renew HERE

User ID

Password

Log In

Don't have an account? [Register](#)

[Forgot Password?](#) [Forgot User ID?](#)

(3) Register as an Individual.



Register new Account

Fields marked with an asterisk * are required.

Step 1. Business or Individual

Register as:

- ☒ Individual
- ☐ Business

(4) Select “Yes” under Account Matching, then Click the “Next” Button.

Account Matching

Review the options and then select Yes, or No in the radio buttons or table below.

1. I am applying for a license with the IDFPR for the first time and have never been issued a professional license by the IDFPR.	CLICK NO
2. I am a current licensee of the IDFPR.	CLICK YES
3. I have been fingerprinted for a license application and those results have been sent to IDFPR.	CLICK YES
4. I previously applied for a license or sat for an examination, but never received a license from the IDFPR.	CLICK YES
5. I had a license or registration with the IDFPR, but its status is now either: not renewed, expired or inactive.	CLICK YES

☒ Yes
☐ No

[Next](#) [Cancel](#)

(5) Enter only your Social Security Number in the field marked with an asterisk. Click the “Finish” button.

Account Matching

Fields marked with an asterisk * are required.

Step 2. Answer Security Questions

We will try to find your account by asking you the questions below:

Items with * are required.

*SSN	<input type="text"/>
Last Name	<input type="text"/>
Date of Birth	<input type="text"/> (MM/DD/YYYY)
Access ID	<input type="text"/>

[Finish](#) [Cancel](#)

(6) You may proceed to set up the account.

Account Information

* denotes required fields

*User ID

User ID

Please enter a User ID you wish to login as.

*Email

Email

Please enter your email address.

*Password

Password

Confirm Password

Confirm Password

Secret Questions

Secret Question 1

In what city did you meet your spouse/significant other?

Answer 1

Secret Question 2

In what city does your nearest sibling live?

Answer 2

Secret Question 3

In what city or town was your first job?

Answer 3

Captcha Verification


Please note that this code is case sensitive.

h t R 2 7 3

Enter Code*

Create Account

(7) Click on “Online Services” and then click on “Create/Continue a Renewal”. You should be able to start to renew your license(s).



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HOME

MY ACCOUNT

ONLINE SERVICES

License Application

Create/Continue Application

License Application Status

Certification of Licensure

Renewal/Reinstatement

Create/Continue a Renewal

Account Information

Address Change

Update My Contact Info

License Application Status

License Application Status

Upload Document(s)

License Lookup

Lookup a License

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