Professional Regulation Commission

APPLICATION FOR RENEWAL OF PROFESSIONAL IDENTIFICATION CARD (PIC)

(Photo as required in online.prc.gov.ph)

TIME RECEIVED: _____

APPOINTMENT DATE: _____ **PLACE:**_____ **O.R. NO. / DATE:**_____ **TIME RELEASED:** _____

NAME: _____ _____ _____ **TEL No./CP No.:**_____
Last Name First Name Middle Name

MAIDEN NAME (if married): _____

BIRTHDATE: _____
(mm/dd/yyyy)

CITIZENSHIP: _____ **CIVIL STATUS:** _____

EMAIL ADDRESS: _____

PERMANENT MAILING ADDRESS: _____
_____
_____

PROFESSION: _____

LICENSE NO.:_____

REGISTRATION DATE: _____
(mm/dd/yyyy)

EXPIRATION DATE: _____
(mm/dd/yyyy)

CURRENT EMPLOYER (if employed): _____

___Private ___Government ___Self-employed (pls. check)

OFFICE ADDRESS: _____

CONFORME:

I agree to the PRC Privacy Notice and give my consent to the collection and processing of my personal data in accordance thereto.

_____
SIGNATURE OVER PRINTED NAME

CPD UNDERTAKING:

I hereby undertake to comply with the CPD requirements in the next compliance period.

_____
SIGNATURE OF LICENSEE

Basic Requirements:

1. Proof of system generated signed application form for the renewal of Professional Identification Card (PIC).
2. Certificate of attendance to accredited Continuing Professional Development (CPD) seminars (Annex A) validated through the CPD Accreditation System (CPDAS), otherwise sign CPD Undertaking.
3. Other documents as may be prescribed by the Professional Regulatory Law of the concerned profession i.e. Certificate of Good Standing, Surety Bond for Real Estate.

Additional Requirements:

1. For Overseas Filipino Professionals (OFPs), in lieu of CPD Certificates shall submit any of the following:
   a. Overseas Employment Certificate (OEC) from Philippine Overseas Employment Administration (POEA);
   b. Passport and working visa or permit (in a foreign country);
   c. Contract of Service or Employment Overseas;
   d. Company Identification Card (foreign company);
   e. Residence permit/permit to stay in a foreign country; or
   f. Other credible proof/s of identity or status as OFP

2. A former Filipino professional who has reacquired Philippine citizenship shall submit the following:
   a. Certificate of Reacquisition/Retention of Philippine Citizenship (CRPC) issued by the Bureau of Immigration (BI); and
   b. Copy of new Oath Form (Panunumpa ng Propesyonal)

3. For professionals with dual citizenship, shall submit any of the following:
   a. Proof of Philippine citizenship (i.e. valid Philippine passport);
   b. Oath of Allegiance from Philippine Consulate and Identification Certificate of Philippine Citizenship issued by the Bureau of Immigration; and
   c. Certificate of Retention or Re-acquisition issued by Bureau of Immigration

Requirements for Representative:

1. Non-registered professional - any valid government-issued ID and Special Power of Attorney (SPA) duly executed individually by the applicant.
2. Registered professional - valid Professional Identification Card/e-PIC and authorization letter duly signed by the concerned applicant.

Procedures:

1. Log in using LERIS account online.prc.gov.ph to secure an appointment date and place, and select payment option/channel. If the client opts for the delivery of printed PRC PIC, select shipping button, input shipping details and select payment options.
2. Present the proof of system-generated Application Form for the Renewal of PIC and other documentary requirements to the designated window.

3. Receive the valid PIC and sign on the releasing log sheet.