



**Secretary of State
Office of Professional Regulation**

**MIDWIVES
Renewal Instructions**

In order to renew you will need to:

1. Log in to your [online services account](#).
2. Select "renew license".
3. Complete the Vermont online renewal application and pay the non-refundable renewal fee.
4. Upload continuing education completion certificates documenting 20 hours of continuing education. [See Rule 3.3 and 3.10](#).
5. Upload at least four peer review reports completed between February 1, 2021 and January 31, 2023. [See Rule 3.8](#).
6. Submit the required individual practice data. [See Rule 3.9](#). [Click here](#) for the form.

Important Notes for Renewal

If you first received your license within 90 days of the renewal expiration date printed on your license, your license is valid until the next renewal date. Please check the expiration date printed on your license.

Three (3) courtesy renewal reminders are sent to the email on file starting approximately 6 weeks prior to the renewal expiration date. It is your responsibility to ensure your email address is up to date. You may update your email by logging into [Online Licensing](#) and updating your profile. Please check your spam folder and add our office to your safe senders list.

For questions on your renewal, please contact the renewal clerk at sos.renewalclerk@vermont.gov