

How to Renew Online Provisional

The online system link is found here:

<https://vo.licensing.hpc.texas.gov/datamart/mainMenu.do>

1. Logging to the Online Licensing System



Texas Behavioral Health Executive Council
Texas Board of Professional Geoscientists
Texas Funeral Service Commission
Texas Optometry Board
Texas State Board of Dental Examiners
Texas State Board of Pharmacy
Texas State Board of Plumbing Examiners

Welcome to the Online Licensing System | [FAQ](#) | [Public Search](#) | [Contact Us](#)

Returning User

* * * are required.

*User ID:

*Password:

*Click the white Checkbox next to "I'm not a robot"

I'm not a robot 

[Forgot password?](#)
[Forgot user ID?](#)



Public Search

It is **not necessary** to register or login to view or search for a license or registration. To search by name, license number, license type, city, or county click on the "Public Search" link above.

Sign-up and manage your licenses

Apply for New License: To apply for an initial license, please sign up using the link to the left. If you have previously registered using this system, it is not necessary to create another user registration to apply for a new license.

Renew or Maintain Your License: To renew and/or maintain an existing license, please login with your existing user ID and password, or click on the link to the left to register as a new user.

Maintenance Window: Click [here](#) to see our upcoming maintenance schedule

This website is the property of the State of Texas. Unauthorized attempts to upload information or change information are strictly prohibited and may be punishable under the Texas Penal Code Chapters 33 (Computer Crimes) or 33A (Telecommunications Crimes).

Details about information collected on individuals and the process to correct incorrect information may be found on each of the agency's websites.

Logging In Issues/Technical Support: [Contact Us](#)
Payment Issues: 877-452-9060
Browser Compatibility Minimum: IE v9, Firefox v27, Chrome v12.X (NO hand-held devices)
Maintenance Window: Sunday 7pm - 10pm CST

 Secure System

Copyright 2015 Iron Data Version:2.11.10.586

2. Under the It is time to Renew click “Select”. (If your license is not listed, you will need to add the license to registration).

Quick Start Menu


If you see your license on the right hand of the screen under the "License Information" section please **DO NOT** click on the "Add License to Registration" link at the bottom as your license is already associated with this online account. You should see your license options listed below.

If you are trying to apply for a license please choose the appropriate option under the "Start a New Application" section.

If you need to add your license to your online account please click on the "Add Licenses To Registration" option below.

■ It is time to Renew!

Provisional # [REDACTED] Provisional Renewal **Select**



3. Select Next

Introduction Active Individual Renewal - Introduction

Welcome to the Texas Funeral Service Commission Online License Renewal Application. In addition, please have your continuing education certificates and information available for insertion when prompted. Payment may be made by credit card only, ACH is no longer accepted.

Press "Next" to continue.

Press "Cancel" to cancel this application and return to the main menu.


Contact Information

Continuing ED

Criminal History

Summary (pre-fees)

Next **Cancel App**



4. Verify the Organization Name.ك

Name and Personal Details Active Individual Renewal - Name and Personal Details

Enter your personal details and press "Next" to continue.

Press "Previous" to return to the previous section.

Press "Cancel" to cancel this application and return to the main menu.

First Name: [REDACTED]

Second Name: [REDACTED]


Last Name: [REDACTED]

Social Security Number: [REDACTED]

Date of Birth: [REDACTED] (mm/dd/yyyy)

Race: [REDACTED]

Previous **Next** **Cancel App**




5. Verify the Contact Information.

Introduction	Active Individual Renewal - Contact Information
Name and Personal Details	Press "Continue" to go to next page.
Contact Information	Press "Previous" if you do not want to save your changes.
Continuing ED	Press "Delete" to delete this address.
Criminal History	If Copy Button is available. Press "Copy" to copy a previously entered address.
Summary (pre-fees)	Press "Lookup" after entering the zip code to populate the U.S. city, state and county.

Main Address

- * Is this your Home Address? Yes No
- Street Number:
- * Address:
- * Zip Code:
- * City:
- * State:
- County:
- * Country:
- Phone Number: (999) 999-9999
- Extension:
- * E-mail:
- Contact #:
- Web Address:




[Previous](#) [Next](#) [Cancel App](#)

6. Answer the following question.

[Update Profile](#) | [Logoff](#) | [Contact Us](#)

Introduction	Provisional Renewal - Information
Name and Personal Details	Criminal History
Contact Information	Criminal History
Criminal History	1. Since your last renewal, have you been convicted of a felony or misdemeanor? <input type="text"/>
Summary (pre-fees)	5. If you answered yes to question #4, please indicate the Case Number <input type="text"/>
	2. Have you ever appeared before the Commission regarding your conviction? <input type="text"/>



[Previous](#) [Next](#) [Cancel App](#)

8. Review Application Summary

Introduction	Provisional Renewal - Application Summary
Name and Personal Details	Review the data and press "Submit" to submit this application. Press "Previous" to return to the previous section. Press "Cancel" to cancel this application and return to the main menu.
Contact Information	
Criminal History	
Summary (pre-fees)	
	Application License Type: Provisional Application Date: 11/03/2023
	Personal Details Full Name: Edit Social Security Number: Birthdate: ****/**** Race:
	General Addresses Main Address: 1801 Congress Ave Edit AUSTIN, TEXAS TRAVIS 78701 US Is this your Home Address? Yes Phone Number: (512) 936-2474 E-mail: none@none.com Contact #: Web Address:
	Criminal History Edit 1. Since your last renewal, have you been convicted of a felony or misdemeanor? No 5. If you answered yes to question #4, please indicate the Case Number 2. Have you ever appeared before the Commission regarding your conviction? No
	Previous Submit Cancel App

9. Verify the following information.

Introduction	Provisional Renewal - Application Summary
Name and Personal Details	Review the data and press "Submit" to submit this application. Press "Previous" to return to the previous section.
Contact Information	Press "Cancel" to cancel this application and return to the main menu.
Criminal History	
Summary (pre-fees)	
	Application License Type: Provisional Application Date: 11/03/2023
	Personal Details Full Name: _____ Social Security Number: _____ Birthdate: **/**/**** Race: _____ Edit
	General Addresses Main Address: 1801 Congress Ave AUSTIN, TEXAS 78701 US Is this your Home Address? Yes Phone Number: (512) 936-2474 E-mail: none@none.com Contact #: _____ Web Address: _____ Edit
	Criminal History Edit 1. Since your last renewal, have you been convicted of a felony or misdemeanor? No 5. If you answered yes to question #4, please indicate the Case Number 2. Have you ever appeared before the Commission regarding your conviction? No
	Previous Submit Cancel App

10. Answer the following attestation question.

Introduction	Provisional Renewal - Attestation
Name and Personal Details	Press "Previous" to return to the previous section. Press "Submit" to continue.
Contact Information	Press "Cancel" to cancel this application and return to the main menu.
Criminal History	
Summary (pre-fees)	
	By checking here I attest to the fact the information on this form, as well as the information on any attachment(s) sent to the Texas Funeral Service Commission, associated with submittal of this renewal, is true and correct. I understand that providing false or incorrect information may constitute a violation of the Rules and Regulations and may be grounds for revocation, suspension, penalties, or refusal to issue or renew the individual or provisional license. <input type="radio"/> Yes <input type="radio"/> No
	Previous Submit Cancel

11. Fee and Summary report

Fee and Summary Report

Your application data has been submitted. Click on "View PDF Summary Report" and print this report for your records.

Deficiencies that are currently associated with your online application may be listed below.

You are required to pay the amount below for your application to be processed.


Press "Pay Now" to proceed to the fee payment page.

Fees


Total Amount Due: \$:

Deficiencies

1. Insufficient money received



[Fix](#) [Pay Now](#) [View PDF Summary Report](#)



12. Payment Fee


Online Application Payment

Select the applications you wish to pay for and press "Next" to continue

Press "Main Menu" to return to the main menu

Application Number	Description	License Number	License Type	Applicant Name	Fee
121	Provisional Renewal		Funeral - Individual/Provisional		\$135.00 <input checked="" type="radio"/>

Payment Method Credit Card

 [Next](#) [Main Menu](#)

13. Confirm Payment details


Confirm Payment Details

Select payment method and press "Next" to pay for these applications.

Press "Cancel" if you do not wish to continue with the payment.

Application Number	Description	License Number	License Type	Applicant Name	Fee
121	Provisional Renewal		Funeral - Individual/Provisional		\$135.00
Total					\$135.00

Payment Method: Credit Card

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

14. You will be redirected to the payment processor. Enter the customer information in the required fields then click “Next”.

1 Payment Type 2 Customer Info 3 Payment 4 Submit Payment

Payment

Payment Type ✓

Credit/Debit Card

Customer Information

Complete all required fields [*]

Country *

First Name *

Last Name *

Address *

Address 2


City *

State *

ZIP/Postal Code *

Phone Number

Email *


Next >

Payment Information