

Tell us you do want to renew your practising certificate or registration

Updated February 2024

Step by step guide

Get ready

- You must tell us if you don't want to renew your practising certificate (PC) or registration. We will then revoke your PC or registration on or after 1 November.
 - If you are not sure if you need to renew your PC, please read our guidance [<https://www.sra.org.uk/solicitors/guidance/practising-certificate/>] first.
 - For solicitors, your name will automatically remain on the roll. You will then have two choices:
 1. If you want to continue being on the roll, you will then need to apply each year and pay a fee when we contact you.
 2. If you do not want to remain on the roll, you can ask to be removed [<https://www.sra.org.uk/mysra/manage-account/individual-account/step-by-step-guides/removal-roll/>] .
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How to apply

- Log into mySRA.
- Go to My Profile, then click on Practising Status.
- Change your practising status to 'I do not need a practising certificate/registration'.

Notification of non-renewal

Log in to mySRA then go to my profile

[<https://www.sra.org.uk/link/93f017776e78490eac32edeb8f5a63e0.aspx>]