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| 7600 | Renewal notification | This addresses only the notification to renew. The actual process the participant follows for a renewal is a subclass of functionality in the 4000 submit application.  Licenses and even awards can have an annual or other cycle for renewal. A probationary or tentative approval can have a shorter duration that must be prompted for renewal on a different schedule.  Rather than waiting for the registrant to initiate the payment or application the system typically will issue a renewal notification. This can extend to providing a link for the recipient to click to go straight into the application to submit the renewal and make payment. Otherwise the process mail call for the recipient to on their own initiative key enter the web site and go through the login process. |
|  | Renewal Notification Operational Architecture | The organization articulates how it will interact with program participants to enable and expect renewals to occur. At one end of the spectrum is to do nothing; this is not uncommon for a landlord dealing with tenants. Most domains will send a renewal notice, and followup explaining the consequences of not renewing, and then a termination notice and the consequences of that such as no longer being able to practice a profession without a license, penalties if caught, and costs of re-entering a program once terminated.  Some programs are more benign and risk a participant behavior where payments are made when caught; this happens on public transportation. |
| 7610 | Amount to pay renewal | Calculate amount to pay with the renewal notification  VERIFY THIS HAS BEEN MOVED TO THE 4000 SERIES TO ADDRESS RENEWALS AND THEN DELETE THIS YELLOW SECTION. |
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| 7620 | Select and Send Items for Renewal | Each program has its own renewal cycles; these may be staggered by month of year rather than lumping all at the same termination point. |
| 7623 | Select and Send Items for Second Notice | Based on business rules may send multiple notifications to renew before a final notice. |
| 7630 | Select and Send Items for Final Notice | A final notice to renew is separate from others in that it makes clear this is last notice and that in a certain amount of time there will be a cancellation, separate late fees. |
| 7640 | Send Late Penalty Notices | This is a placeholder to aid the business domain in thinking through how it deals with urging renewals and putting down the hammer on late payments. |
| 7650 | Send Termination Notices | Warning are maintained in earlier category; this is the one that is the official termination, loss of privileges and penalties to re-enter the program. |
| 7660 – tie to 4xxx series for renewals | Submit renewal documentation | The renewal may require documentation and editing of information which is a specialized version of the same functionality that goes into an initial application. |
| 7670 | Special fee calculation for renewal in arrears, penalties, interest | Where an initial application may or may not have a late pay feature, a renewal definitely does. When the renewal is submitted the system must calculate the amount owed by this specific applicant. Business rules will address whether the payment is late, has a penalty and/or interest, number of years late. |