

24 NCAC 06A .0209 ADMINISTRATIVE SUFFICIENCY REVIEW

(a) Upon receipt of an Applicant's application and payment of the applicable Licensing fee, the Director shall review the application to determine whether it facially contains all required information and materials such that the application may be deemed administratively sufficient.

(b) If the Director determines that an application is administratively insufficient, then the Director shall notify the Applicant and, if feasible, identify the facially deficient components.

(c) An Applicant so notified of administrative insufficiency shall have no more than 10 Days after the issuance of the notice to submit the information necessary to cure the deficient components.

- (1) The Director may establish additional or shorter deadlines for the submission of information that supplements, changes, or corrects information or materials previously submitted.
- (2) The Director may refuse to consider any such information that is not submitted in compliance with established deadlines.
- (3) If supplemental materials are not submitted in a timely fashion, the application remains administratively insufficient and is subject to automatic denial.
- (4) Upon good cause shown by an Applicant, the Director may provide an Applicant an extension of time to cure the deficient component.

(d) A positive determination of administrative sufficiency begins the Commission's 60 Day application review period. Such determination does not constitute a finding with respect to the accuracy or adequacy of the information submitted, and shall not bar the Director's or Commission's request for further information with respect to the application. During the substantive evaluation of an Application, the Director may determine that an Applicant's answer is incomplete or inadequate, in which case the Director shall notify the Applicant and allow for additional information to cure the deficiency, consistent with the process set forth in Paragraphs (b) and (c) of this Rule.

*History Note: Authority G.S. 18C-114(a)(14);
Previously adopted as Rule 1B-009;
Eff. January 8, 2024;
Readopted Eff. March 27, 2024.*