



# RENEWAL CONTINUING EDUCATION REQUIREMENTS

Provisional Sales Associates (active and inactive) must complete a 45 hour post-license course and submit licensure fees to the Commission before their license expiration date to maintain licensure and upgrade to Sales Associate.



FIND CE COURSES  
NOW

All other active licensees are required to complete continuing education and submit renewal fees to the Commission every three (3) years.

Inactive licensees are not required to complete continuing education to renew their license. However, inactive licensees are required to submit inactive renewal fees every three (3) years. Continuing education may be required to reactivate an inactive license.

**Non-resident licensees** are individuals who maintain or work for a place of business in another state.



FIND A POST-  
LICENSE COURSE  
NOW

## PROVISIONAL SALES ASSOCIATE

### 45 HOUR POST-LICENSE COURSE\*

\*Please note the 45 hour post-license course is required to be completed prior to the expiration of licensure for all active and inactive Provisional Sales Associates.

## RESIDENT BROKER / BRANCH BROKER

### TOTAL - 30 HOURS EVERY THREE YEARS

|  |    |
|--|----|
| BROKER IN CHARGE                             | 15 |
| CONTRACTS AND FORMS                          | 6  |
| ANY APPROVED COURSE<br>(including electives) | 9  |

## NON-RESIDENT SALES / BROKER ASSOCIATE

### TOTAL - 8 HOURS EVERY THREE YEARS

|                         |   |
|-------------------------|---|
| CONTRACTS AND FORMS     | 6 |
| CODE AND RULES          | 1 |
| BROKER RELATIONSHIP ACT | 1 |

## RESIDENT SALES / BROKER ASSOCIATE

### TOTAL - 30 HOURS EVERY THREE YEARS

|  |    |
|--|----|
| CONTRACTS AND FORMS                          | 6  |
| PROFESSIONAL CONDUCT                         | 3  |
| CODE AND RULES                               | 1  |
| BROKER RELATIONSHIP ACT                      | 1  |
| FAIR HOUSING                                 | 1  |
| HOT TOPIC                                    | 1  |
| ANY APPROVED COURSE<br>(including electives) | 17 |

## NON-RESIDENT BROKER / BRANCH BROKER

### TOTAL - 8 HOURS EVERY THREE YEARS

|                         |   |
|-------------------------|---|
| CONTRACTS AND FORMS     | 6 |
| CODE AND RULES          | 1 |
| BROKER RELATIONSHIP ACT | 1 |

