

## CONTINUING EDUCATION FACT SHEET FOR 2012 REAL ESTATE BROKER RENEWAL

- Do not submit proof of continuing education (CE) with your renewal. Your continuing education course provider must report your CE course completion.
- You may access the Real Estate License Act of 2000 and Administrative Rules on our Web site at <http://www.idfpr.com/DPR/RE/REALEST.asp>

### Brokers who Transitioned from Salesperson: Continuing Education Requirements

- If you transitioned to Broker by passing the Proficiency Exam, you must COMPLETE 18 HOURS OF CE by 4/30/2012 - 18 hours shall include a minimum of 9 hours of Core (3 hours Core A, 6 hours of Core B) and a maximum of 9 hours elective coursework.
- If you transitioned by successfully completing the 30 hour Transition Course, NO CE IS REQUIRED.

### Brokers Licensed On or Before 4/30/2011 NOT INTENDING TO TRANSITION: Continuing Education Requirements

- If your Broker License was issued on or before 4/30/2011, you must COMPLETE 12 HOURS OF CE by 4/30/2012 – a minimum of 6 hours of Core (3 hours Core A and 3 hours Core B) and a maximum of 6 hours of elective.

NOTE: You may still transition to the Managing Broker license on or before 4/30/2012.

If you do transition to the Managing Broker license, then these continuing education requirements will not apply to you, and you will instead be subject to requirements for Managing Brokers (on or before the 4/30/13 renewal of that license).

### Brokers Licensed On or After 5/1/2011 NOT BY TRANSITION: Post-License Education Requirement

- If you completed a Broker pre-license course and successfully passed the state licensing examination, and your license was issued on or after 5/1/2011 and expires 4/30/2012, you are required to take 30 hours of Post-License Education (15 hours Distance Education/Classroom and 15 hours Interactive) by 4/30/2012.

### Certification of Compliance with Continuing Education Requirements

- 1) Each renewal applicant shall certify on the renewal application to full compliance with the CE requirements.
- 2) The Department may require additional evidence demonstrating compliance with the CE requirements. It is the responsibility of each renewal applicant to retain or otherwise produce evidence of such compliance upon request.

### DFPR WEB SITE [www.IDFPR.com](http://www.IDFPR.com) and other related websites:

CE and Post-License Education must be obtained through an IDFPR approved Real Estate School.

- A list of approved Continuing Education Providers may be found at: [www.IDFPR.com/DPR/RE/Education/RECESCH.asp](http://www.IDFPR.com/DPR/RE/Education/RECESCH.asp)
- A list of approved Post-License Education Providers may be found at: [www.IDFPR.com/DPR/RE/Education/RESCH110.asp](http://www.IDFPR.com/DPR/RE/Education/RESCH110.asp)
- Your original day of licensure may be found using the “Licensee Lookup” at: [www.IDFPR.com/dpr/licenselookup/default.asp](http://www.IDFPR.com/dpr/licenselookup/default.asp)
- Your list of completed CE courses may also be found using the “CE Lookup” at: [www.IDFPR.com/applications/CE\\_Lookup/](http://www.IDFPR.com/applications/CE_Lookup/)

*If you have taken a CE course and you don't see it listed on our website, our information may not yet have been updated. (It could take 45-60 days for your courses to appear on our website.)*

**Note:** Continuing Education earned for disciplinary purposes may not be used toward your CE renewal requirements.