

Virginia Real Estate Board Brokers Continuing Education Requirements



\*Section 51.1-2105.03 of the Code of Virginia requires that all Board-licensed brokers and salespersons, who have renewed their license at least once before, complete Board approved Continuing Education to renew or activate their license.

Agent License Period

Renewal Date: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_

24 Hours of Continuing Education to include:

8 Hours in Broker Management & Agent Supervision

Class Date \_\_\_\_\_  
Class Title \_\_\_\_\_  
Number of Hours \_\_\_\_\_  
School/Instructor \_\_\_\_\_  
  
Class Date \_\_\_\_\_  
Class Title \_\_\_\_\_  
Number of Hours \_\_\_\_\_  
School/Instructor \_\_\_\_\_  
  
Class Date \_\_\_\_\_  
Class Title \_\_\_\_\_  
Number of Hours \_\_\_\_\_  
School/Instructor \_\_\_\_\_

3 Hours in Ethics & Standards of Conduct

Class Date \_\_\_\_\_  
Class Title \_\_\_\_\_  
Number of Hours \_\_\_\_\_  
School/Instructor \_\_\_\_\_

2 Hours in Fair Housing

Class Date \_\_\_\_\_  
Class Title \_\_\_\_\_  
Number of Hours \_\_\_\_\_  
School/Instructor \_\_\_\_\_

1 Hour in Legal Updates and Emerging Trends

Class Date \_\_\_\_\_  
Class Title \_\_\_\_\_  
Number of Hours \_\_\_\_\_  
School/Instructor \_\_\_\_\_

**1 Hour in Real Estate Agency**

Class Date \_\_\_\_\_

Class Title \_\_\_\_\_

Number of Hours \_\_\_\_\_

School/Instructor \_\_\_\_\_

**1 Hour in Real Estate Contracts**

Class Date \_\_\_\_\_

Class Title \_\_\_\_\_

Number of Hours \_\_\_\_\_

School/Instructor \_\_\_\_\_

**8 Hours in Real Estate Related Subjects**

Class Date \_\_\_\_\_

Class Title \_\_\_\_\_

Number of Hours \_\_\_\_\_

School/Instructor \_\_\_\_\_

Class Date \_\_\_\_\_

Class Title \_\_\_\_\_

Number of Hours \_\_\_\_\_

School/Instructor \_\_\_\_\_

Class Date \_\_\_\_\_

Class Title \_\_\_\_\_

Number of Hours \_\_\_\_\_

School/Instructor \_\_\_\_\_

Class Date \_\_\_\_\_

Class Title \_\_\_\_\_

Number of Hours \_\_\_\_\_

School/Instructor \_\_\_\_\_

## Virginia Real Estate Board Residential Standard Agency (RSA) Requirements



\*All licensees who renew or activate their salesperson or broker license from July 1, 2012 through June 30, 2014, must complete a three hour RSA Course. Salespersons and brokers whose license expires before July 1, 2012 will NOT receive credit for taking a RSA course if they complete the course before July 1, 2012. Section 54-1.2105.03.A.3 of the Code of Virginia addresses the RSA requirements.

### Agent License Period

Renewal Date: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_

### Residential Standard Agency

3 Hours of Residential Standard Agency

Class Date \_\_\_\_\_  
Class Title \_\_\_\_\_  
Number of Hours \_\_\_\_\_  
School/Instructor \_\_\_\_\_

## ***VIRGINIA REAL ESTATE BOARD (THE BOARD)***

### ***CONTINUING EDUCATION REQUIREMENTS FOR ALL BROKERS & FOR SALESPERSONS WHO HAVE RENEWED THEIR LICENSE AT LEAST ONCE***

Section 54.1-2105.03 of the *Code of Virginia* requires that all Board-licensed brokers and salespersons (who have renewed their license at least once before) complete Board-approved Continuing Education to renew or activate their license(s).

Brokers must complete 24 hours of Continuing Education to renew their license(s). Of these 24 hours, they must complete 8 hours in Broker Management & Agent Supervision, 3 hours in Ethics & Standards of Conduct, 2 hours in Fair Housing, 1 hour in Legal Updates and Emerging Trends, 1 hour in Real Estate Agency and 1 hour in Real Estate Contracts. The remaining 8 hours may be in Real Estate Related Subjects (electives) or in the required Continuing Education subjects mentioned earlier in this paragraph. These Continuing Education requirements also apply to inactive brokers who apply to activate their license(s).

Salespersons who have renewed their license at least once before must complete 16 hours of Continuing Education courses to renew their license. Of these 16 hours, they must complete 3 hours in Ethics and Standards of Conduct, 2 hours in Fair Housing, 1 hour in Legal Updates and Emerging Trends, 1 hour in Real Estate Agency and 1 hour in Real Estate Contracts. The remaining 8 hours may be in Real Estate Related Subjects (electives) or in the required Continuing Education subjects mentioned earlier in this paragraph. These Continuing Education requirements also apply to inactive salespersons who apply to activate their license.

The Real Estate Board's lists of approved Broker Management and Agent Supervision courses and Continuing Education courses are in the "Education and Exams" section on the Board's web page at: [http://www.dpor.virginia.gov/dporweb/reb\\_main.cfm](http://www.dpor.virginia.gov/dporweb/reb_main.cfm)

### ***OUT OF STATE CONTINUING EDUCATION CREDIT***

The Board will accept up to eight hours of approved continuing education courses that a broker or salesperson has completed in another state as long as the licensee has a **current** real estate license in that other state and completed these continuing education courses during the current two-year licensure term. These eight hours can be applied only to the "Real Estate Related Subjects" (elective) Continuing Education category.

In order to receive up to eight hours of real estate Continuing Education credits in the Real Estate Related Subjects" category, a licensee must submit to the Board: 1) an original or notarized copy of the current out of state license (with its expiration date); and, 2) original or notarized copies of the continuing education course completion certificates.

## ***REAL ESTATE BOARD CONTACT INFORMATION***

Education Section

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