## What are the Continuing Education Requirements?

You are required to complete 21 hours of CE by April 30 in even-numbered years (e.g. 2022, 2024). For Delaware Real Estate Commission Education information, refer <u>HERE</u>.

# I attended a class at NCCBOR. How do I know what module I took and how many credits I received?

On the certificate you received at the end of class, it will state the class Module and the number of credits you received. For our members, a record of classes you have taken is available in your member profile.

CE hours are required in accordance with the **Delaware Real Estate Commission Guidelines** »

## I think I took two of the same Module, what do I do?

You are required to take one 3-hour CE class from each Module. If you took two of the same Module, please contact the <u>Delaware Real Estate Commission</u> at 302-744-4500.

#### I took other classes, why aren't they showing up in my record?

Our system only tracks the classes that you have taken through the NCCBOR. If you have attended courses offered by other providers, the information will not be available in our system, nor will NCCBOR be able to provide any information about that course. You should contact the provider who offered the course.

## Where can I find the CE classes you are offering and are any available online?

You can do a quick view of classes we are offering by viewing our calendar. You may also take any modules through <u>The CE Shop</u> Online, which constantly offers discounts and special promotions. Keep an eye on the website or subscribe to their e-newsletter!

## How Do I register for classes & how do I view classes I am registered for?

Classes that are currently available for registration can be viewed in our calendar. You must sign into your member profile to view the classes for which you have registered.

## How do I cancel a class registration if I can no longer attend?

Please contact Ramona if you need to cancel your registration.

## Is there a waiting list for classes that are full?

NCCBOR does not keep a waiting list for classes. We recommend that you check the calendar frequently, since cancelations are processed online.

#### Can I carry over credits to the new renewal licensing year?

No. If you take more than 21 continuing education hours, you cannot carry credits over to the next renewal.

#### When is the renewal period and what do I have to do?

Real Estate licenses and permits expire April 30 of even years (e.g. 2020, 2022). All information about renewing your Real Estate license can be found at the <u>Delaware Real Estate Commission</u>.