

VREB Education Requirements for Brokers and Experienced Salespersons

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

Brokers must complete **24 hours of Continuing Education** to renew their licenses. Visit:

http://www.dpor.virginia.gov/Continuing_Education/ for additional information.

Of these 24 hours, renewing brokers must take:

- Eight (8) hours in Broker Management & Agent Supervision*;
 - Three (3) hours in Ethics & Standards of Conduct;
 - Two (2) hours in Fair Housing;
 - One (1) hour in Legal Updates and Emerging Trends;
 - One (1) hour in Real Estate Agency; and
 - One (1) hour in Real Estate Contracts.
- *Effective Jan. 1, 2019, two (2) of the eight (8) hours of Broker Management & Agent Supervision must include an overview of broker supervision requirements.*

Experienced Salespersons must complete **16 hours of Continuing Education** to renew their licenses. Of these 16 hours, renewing experienced salespersons must take:

- Three (3) hours in Ethics & Standards of Conduct;
- Two (2) hours in Fair Housing;
- One (1) hour in Legal Updates and Emerging Trends;
- One (1) hour in Real Estate Agency; and
- One (1) hour in Real Estate Contracts.

The remaining **8 hours** for both brokers and experienced salespersons may be in Real Estate Related Subjects (electives) or in the required Continuing Education subjects already referenced. These Continuing Education requirements also apply to inactive brokers and experienced salespersons who apply to activate their licenses.

Out-of-State Continuing Education Credit

The Board will accept up to 8 hours of approved continuing education courses that a broker or experienced salesperson completed in another state, as long as the licensee holds a current real estate license in that other state and completed these continuing education courses during the current two-year license term. These 8 out-of-state hours can be applied only to the "Real Estate Related Subjects" (elective) Continuing Education category.

In order to receive these 8 hours of Continuing Education elective credits in the "Real Estate Related Subjects" category, a licensee must submit:

- an original or notarized copy of the current out-of-state license (with its expiration date) **AND**
- an original or notarized copy of **EACH** Continuing Education course completion certificate.

Mail the documentation to:
Virginia Real Estate Board
ATTN: Education Section
9960 Mayland Drive, Suite 400
Richmond, VA 23233

REAL ESTATE BOARD CONTACT INFORMATION

Education Section
Phone: 804-367-2406
Email: RESchool@dpor.virginia.gov

Licensing Section
Phone: 804-367-8526
Email: REBoard@dpor.virginia.gov

Virginia Real Estate Board
ATTN: Education Section
9960 Mayland Drive, Suite 400
Richmond, VA 23233