

Get Your Real Estate License (Complete 50-state Guide)



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Kentucky (KY)

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Alabama (AL)	Louisiana (LA)	Ohio (OH)
Alaska (AK)	Maine (ME)	Oklahoma (OK)
Arizona (AZ)	Maryland (MD)	Oregon (OR)
Arkansas (AR)	Massachusetts (MA)	Pennsylvania (PA)
California (CA)	Michigan (MI)	Rhode Island (RI)
Colorado (CO)	Minnesota (MN)	South Carolina (SC)
Connecticut (CT)	Mississippi (MS)	South Dakota (SD)
Delaware (DE)	Missouri (MO)	Tennessee (TN)
Florida (FL)	Montana (MT)	Texas (TX)
Georgia (GA)	Nebraska (NE)	Utah (UT)
Hawaii (HI)	Nevada (NV)	Vermont (VT)
Idaho (ID)	New Hampshire (NH)	Virginia (VA)
Illinois (IL)	New Jersey (NJ)	Washington (WA)
Indiana (IN)	New Mexico (NM)	West Virginia (WV)
Iowa (IA)	New York (NY)	Wisconsin (WI)
Kansas (KS)	North Carolina (NC)	Wyoming (WY)

North Dakota (ND)

Introduction

Whether you've just graduated and are looking for a job or want to transition into a new industry, becoming a real estate agent is a lucrative and exciting career choice. The role of a real estate agent is autonomous, which allows you to have unlimited earning potential, decide your own schedule, and help people find their dream homes. However, all real estate agents need to be trained and licensed properly to work with clients and perform real estate duties.

General Steps to Get Your Real Estate License



Each state has its own set of licensing requirements, which include meeting legal mandates, completing prelicensing education, getting background checks, passing the real estate exam, finding a sponsoring brokerage, acquiring insurance, and submitting an application. While each location varies in the amount of time and costs associated with obtaining your real estate license, the same general steps apply.

In this guide, we will review the details of the general steps it takes to get your real estate license and also provide a cheat sheet specific to each of the 50 states so that you'll know exactly what to do to get your real estate license in your state.

Find Out Your State's Legal Requirements

Find Out Your State's Legal Requirements

All states have requirements for agents regarding age, education, residency, and criminal record. Even though the prerequisites vary, they are very cut-and-dried mandates that each applicant must meet to pursue a real estate license in their state.

Age

All states have an age requirement to qualify for licensure, most of which are 18 years or older. Some states, such as Alaska and Nebraska, stipulate you must be at least 19 years old. Illinois has the oldest requirement of 21 years or older unless the candidate has attended at least four semesters of post-secondary education emphasizing real estate.

Education

Most states also require aspiring agents to have at least a high school diploma or GED. There are certain exceptions for states, such as Montana, where candidates only need a 10th-grade education before being eligible for licensure, or states like Rhode Island or Nevada that do not have any education requirements to get a real estate license. However, the majority of states will need to see a diploma or transcripts of your education.

Residency

While you do not need to be a US citizen to get a real estate license, you must be a legal permanent resident of the US to qualify. To get a permanent residency, you'll have to apply for a green card, which allows you to have gainful employment in the US and apply for a Social Security card. When applying for your license, this information will be presented to your state commission.

Criminal Record

Generally, individuals with a criminal record are eligible to get a real estate license, although it is decided on a case-by-case basis. Applicants must disclose all offenses and include an explanation and all court documentation. Each state's real estate commission will review the documentation to determine if the applicant is eligible for licensure.

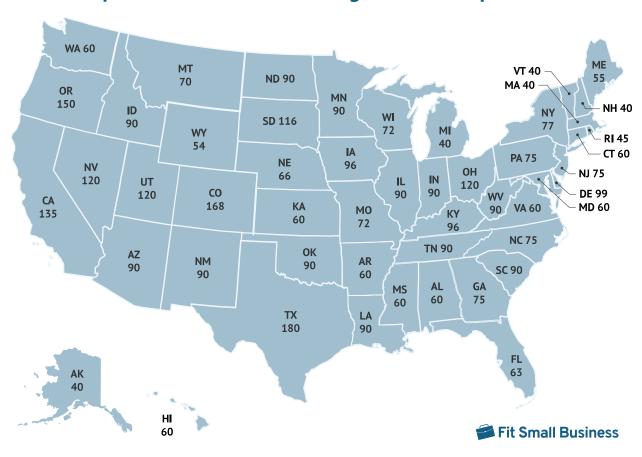
If candidates have a felony conviction, especially one that relates directly to the functions of a real estate agent, like fraud or embezzlement, it will be more challenging to earn a license for real estate. It's best to reach out directly to your state's real estate commission to review your application before moving forward with the process.

Complete Prelicensing Coursework

Complete Prelicensing Coursework

No matter which state you get your real estate license in, you will be required to complete prelicensing classes. The hour requirement depends on the state but can range from 40 hours in states like Michigan and New Hampshire to 180 hours in Texas. The classes can be taken in person at a local real estate school or a local or national online real estate school. Aspiring agents should choose courses based on their learning needs, especially the learning format that helps them understand and maintain knowledge.

Required Hours of Prelicensing Coursework per State



If you prefer more traditional learning methods, in-person courses or livestream <u>online classes</u> will be best for getting your real estate license. But if you're currently working a full-time job and transitioning to the real estate industry or have other obligations that make your schedule busy, a self-paced online program may be a better option. In addition, it's important that your courses include tools that can help you succeed, such as flashcards, worksheets, e-books, textbooks, webinars, and discussions.

Get Fingerprints & Background Check

Get Fingerprints & Background Check

As part of the application process, the majority of states require real estate license applicants to get fingerprints to conduct a background check. There are about 15 states that do not require fingerprints but will run a background check based on the information provided in your application. Either way, this information goes hand-in-hand with your criminal record disclosure and is used to review your background to determine your eligibility for licensure.

To get fingerprints, applicants must visit a local law enforcement agency or a live scan fingerprint provider, such as IdentoGO, based on your state's preferred agency. The fee for fingerprinting varies per state but ranges from about \$15 to \$80. Fingerprints are run through the state and/or national databases, so there can be a full picture of your background, including any discretions.



Pass Your Real Estate Exam

Pass Your Real Estate Exam

All states require you to pass a real estate exam as part of the process of how to get a real estate license. The exam is primarily issued by <u>PSI</u> or <u>Pearson VUE</u>, which are national academic, civil, and licensing exam providers. The only exceptions are California and New York, which conduct their exams through their state's real estate departments.

Contents of the Real Estate Exam

The exam covers all the national and state topics studied during the prelicensing coursework. The number of questions on the exam range from 75 to 200, depending on your state. Others fall somewhere in the middle, like New Jersey with 110 questions and South Carolina with 120 questions.

While every state's test differs slightly on the topics they include, there are a few common items covered:

- Property ownership and land use controls and regulations
- Laws of agency and fiduciary duties
- Property valuation and financial analysis
- Financing
- Transfer of property
- Practice of real estate and disclosures
- Contracts
- Real estate calculations

To get specifics on which items will be included on your state's exam, plus the number of questions that will be included for each topic, review your state's Real Estate Candidate Handbook. Each state handbook will outline how to schedule your test, what is needed at the testing center, and what is included on the test.



EXAMINATION SUMMARY TABLE

Examination	Portion	# of Items	Passing Score	Time
Salesperson	National	80 (80 points)	70%	120 minutes
	State	40 (40 points)	70%	60 minutes
	Both	120 (120 points)	70%	180 minutes
Broker*	National	75 (80 points)	75%	120 minutes
	State	40 (40 points)	75%	60 minutes
	Both	115 (120 points)	75%	180 minutes

"Note: National broker exams include questions that are scored up to two points.

NATIONAL PORTION CONTENT OUTLINE

(REAL ESTATE PRINCIPLES AND PRACTICES)

CONTENT OUTLINE

- Property ownership (Salesperson 8%; Broker 10%)
 - A. Real versus personal property; conveyances
 - B. Land characteristics and legal descriptions
 - 1. Types of legal descriptions; Metes and bounds, Lot and block, government survey
 - 2. Measuring structures
 - 3. Livable, rentable, and usable area
 - 4. Land Measurement
 - Mineral, air, and water rights
 - C. Encumbrances and effects on property ownership
 - 1. Liens
 - 2. Easements and licenses
 - Encroachments
 - 4. Other potential encumbrances of title
 - D. Types of ownership
 - 1. Tenants in common

 - Joint tenancy
 Common- interest ownership
 - a) Timeshares
 - b) Condominiums
 - c) Co-ops
 - 4. Ownership in severalty/sole ownership
 - 5. Life Estate ownership
 - 6. Property ownership held in trust (BROKER ONLY)
- Land use controls and regulations (Salesperson 5%; Broker 5%)
 - A. Government rights in land

 - Property taxes and special assessments
 Eminent domain, condemnation, escheat
 - B. Government controls
 - 1. Zoning and master plans
 - 2. Building codes
 - Regulation of special land types
 - a) Flood zones b) Wet lands
 - Regulation of environmental hazards
 - a) Types of hazards
 - b) Abatement and mitigation
 - c) Restrictions on contaminated property
 - C. Private controls
 - 1. Deed conditions or restrictions
 - 2. Covenants, conditions, and restrictions (CC&Rs)
 - 3. Homeowners association regulations

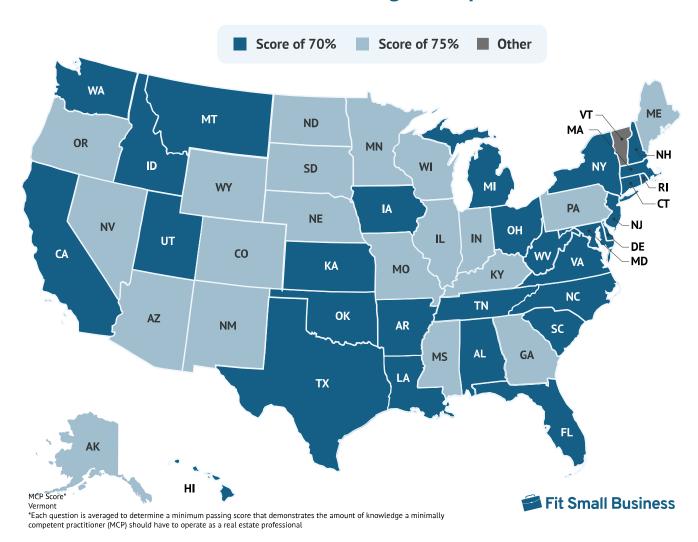
Example Real Estate Candidate Handbook (Source: PSI)

Check out your state's handbook by visiting the article How to Get a Real Estate License in Every State, clicking your state on the map, and visiting the associated "How to" guide.

Exam Scoring

The pass rate for each state is either 70% or 75%, except for Vermont, which bases its score on the amount of knowledge a minimally competent practitioner (MCP) should have to operate as a real estate professional. If you do not pass the exam on the first attempt, you can retake the exam.

Real Estate Exam Passing Score per State



Most states allow an unlimited number of retakes. However, there are a few that have a limit on exam retakes before requiring candidates to retake some or all of the prelicensing coursework. This is the case in states like Georgia, Tennessee, and West Virginia, requiring you to pass the exam within 90 days or two attempts, whichever comes first.

For more helpful tips and tricks to study for your real estate exam, download our e-book Ace Your Real Estate Exam:

DOWNLOAD OUR EXAM PREP E-BOOK

Pick a Sponsoring Brokerage

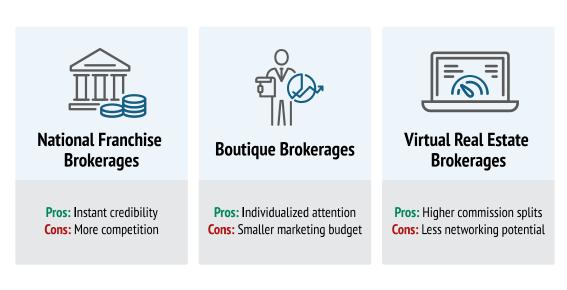
Pick a Sponsoring Brokerage

Although you are an independent contractor, active real estate agents must be sponsored by a brokerage, where your license will hang under the responsibility of the brokerage you choose. It's essential to choose a sponsoring brokerage based on your business preferences and what type of real estate you want to specialize in. Make sure to review the following items before making a decision:

Decide Which Type of Brokerage to Target

There are three general types of brokerages, which are national franchises, boutique, and virtual brokerages. They each possess a number of pros and cons and depend on your preferences:

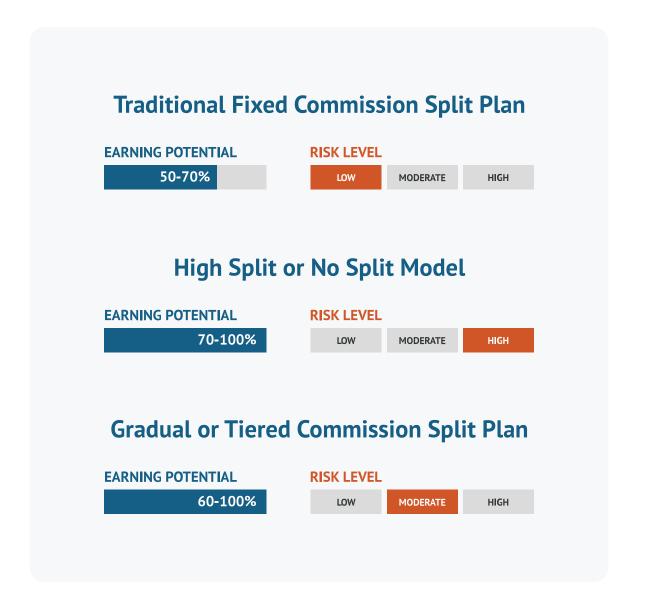
Types of Brokerages



- Fit Small Business
- National franchises: Large companies with an established reputation, such as Keller Williams or Compass. They offer technology and established systems, but more competition.
- **Boutique firms:** Smaller, and typically local companies. More opportunities for mentorships and individualized attention but a smaller budget for marketing and lead generation.
- **Virtual brokerages:** Can be large or small but are 100% online. Best for experienced agents with a strong foundation and may be more difficult for new agents who need support.

Compare Commission Plans

Your commission split with your brokerage will dictate how much income you can bring home each paycheck, so it's vital to review the split plans at each brokerage you're interviewing with. When you complete a real estate transaction, a portion of your commission will go into your pocket, and the other portion will go into your brokerage's pocket.



- **Traditional fixed plans:** Fixed agreements, such as 50/50, 60/40, or 70/30, where the agent gets a designated percentage that doesn't change based on production or sales goals.
- **High split or no split models:** A higher percentage of overall commission, although brokerages often implement other fees to recoup their expenses. These can be required monthly fees or per-transaction fees, so there is less predictability and more risk.
- **Gradual or tiered plans:** Built on a graduated split system, so agents can increase their commission split as they reach sales goals. Tiered plans can start with a split of 50% to 70% to the agent at the start of the year and increase up to 100% when production goals are met.

Examine the Reputation of the Real Estate Brokerage

When you associate yourself with a brokerage, you also will be taking on the reputation of your sponsoring brokerage. Therefore, you should do thorough research beforehand to find out exactly what people in your community think about the brokerage.



Here are a few things you can look into to review the reputation of a brokerage:

- Ask your network: Speak to clients that have used that brokerage's services as well as agents who have worked at the brokerage. See if they had a satisfactory experience and what made them choose to work for/at that brokerage. You can also speak to people in Facebook groups and LinkedIn to get more information.
- Review press mentions: Comb real estate news websites and publications to see if the brokerage is mentioned favorably. Also, this will let you know if the brokerage is interested in building a positive online presence.
- Read online reviews: Take a look at reviews for the brokerage, especially from clients on listing websites like Zillow, Realtor.com, and Redfin. This will let you know what clients think of the brokerage and whether that's a reputation you'd like to be associated with.
- Look for awards and memberships: See if the brokerage is winning local or national awards for their service, number of sales, and more. This will tell you whether the brokerage goes beyond to reach excellence.

Evaluate Additional Success Factors

Many other factors contribute to choosing a real estate company to work for, and with a base understanding of your needs, you'll be able to narrow down the strengths and weaknesses of each. This will increase your chances of finding success as a real estate agent dramatically. Other factors to consider include:

- Going solo vs joining a team
- Fees
- Contracts
- Lead distribution strategy
- Market share
- Training plans
- Culture and office setup
- Online presence

To read more about how to pick your sponsoring brokerage, read our article <u>How to Choose a Real Estate</u> <u>Company to Work For</u> and download the free evaluation rubric to help you make an informed decision.



Acquire Errors & Omissions Insurance

Acquire Errors & Omissions Insurance

About 30 of the 50 states require real estate agents to acquire errors and omissions insurance (E&O) to be considered active agents. E&O insurance protects real estate businesses from mistakes made during professional service.

WHY INVEST IN ERRORS AND OMISSIONS INSURANCE?



SOURCE: East Insurance Group

Fit Small Business

Some brokerages may provide their brokers with E&O. Otherwise, you'll have to purchase it yourself and submit a certificate of independent coverage with your application documents. Many real estate commissions work closely with <u>Rice Insurance Services, LLC</u> to provide affordable options. Check with your state coverage requirements before making a purchase.

Apply for Your License

Apply for Your License

Your last step in getting a real estate license is submitting an application to your state's real estate commission. The application form consists of basic information, such as your name, address, date of birth, and background history, as well as information regarding your real estate education and sponsoring brokerage. Most states allow applicants to apply online through an online portal. If not, you'll need to submit a paper application.



State of Rhode Island
Department of Business Regulation
Division of Commercial Licensing
Real Estate Section
1511 Pontiac Ave, Bldg. 69-1
Cranston, RI 02920



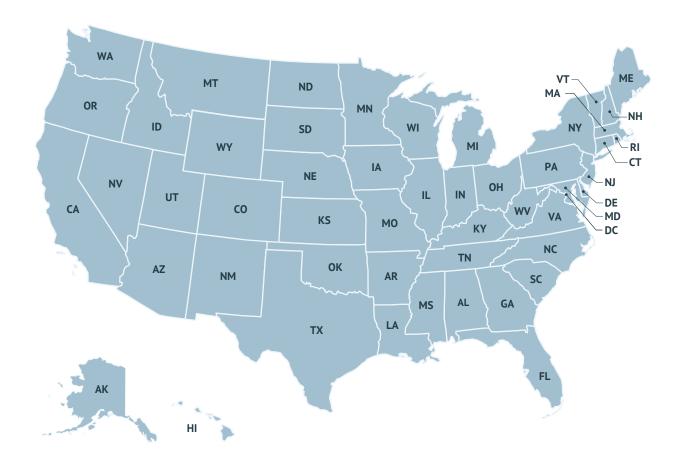
Example real estate application (Source: State of Rhode Island)

Along with your application document, you're required to submit an application fee, certificate of completion from your real estate school, fingerprints and background check, proof of a passing exam score, and explanations of any criminal record (if applicable). The application fee can range from \$100 as in North Carolina to \$485 as in Colorado.

View Your State's Specific Requirements

View Your State's Specific Requirements

We went through the general requirements for getting your real estate license but, to move to the next step, you need to know the licensing details specific to your state. Click on your state below to get a cheat sheet that outlines the steps to obtain your license, along with helpful links to applications, state government websites, and more.



For further information, visit our article <u>How to Get a Real Estate License in Every State</u> where you can click on the state map for articles that detail all the steps needed to become a real estate salesperson.

Steps to Get Your Alabama Real Estate License Cheat Sheet

GOVERNING AGENCY:

Alabama Real Estate Commission (AREC)



Alabama State Legal Requirements

- · At least 19 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the AREC. A crime involving moral turpitude may not be eligible.



Complete Prelicensing Coursework

- 60 hours
- College or university credits may qualify for coursework

Reciprocity: Full reciprocity with all 50 states by completing 6 additional hours of prelicensing, background check, and passing the state portion of the real estate exam.

Real Estate License Reciprocity & Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 140 questions (100 national, 40 state-specific)
- 3.5-hour time limit
- \$79 fee

Test Provider: Apply online at **PSI Exams Online**



Pick a Company to **Work For**

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- · Set up interviews to speak with brokreages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

5



Get Fingerprints & Background Check

- \$49.20 fee
- 2 weeks for results

Fingerprint Provider: Fieldprint

6



Apply for Your License

Requirements:

- Fingerprints (sent to the AREC by Gelmato)
- · Proof of age
- · Proof of high school graduation or the equivalent
- · Proof of citizenship or legal presence in
- · Proof of residency in your state of domicile
- Nonresidents of Alabama must also supply the Consent to Jurisdiction for Non-Residents form, if applicable)
- · Certification of licensure issued within the last 120 days, if you hold or have held a real estate license in another state within the last three years, if applicable
- \$210 fee



Start Your Alabama Real Estate Career!



Fit Small Business

Steps to Get Your Alaska Real Estate License Cheat Sheet

GOVERNING AGENCY:

Alaska Real Estate Commission

1



Alaska State Legal Requirements

- · At least 19 years old
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the AREC. A felony or crime involving fraud may not be eligible.

2



Complete Prelicensing Coursework

• 40 hours

Reciprocity: Alaska offers full reciprocity with all 50 states.
Real Estate License Reciprocity
& Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 120 questions (80 national, 40 state-specific)
- Four-hour time limit
- \$100 fee

Test Provider: Apply online at Pearson VUE

4



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate
Company to Work For
(+ Evaluation Rubric)

5



Acquire Errors & Omissions Insurance

 All active Alaska real estate agents are required to have errors and omissions insurance (E&O) to protect against possible mistakes

E&O Provider: Alaska - RISC

6



Apply for Your License

Requirements:

- Online application or paper application
- \$390 fee
- · Passing exam score
- Certificate of completion from real estate education
- Proof of E&O

7



Start Your Alaska Real Estate Career!



Steps to Get Your Arizona Real Estate License Cheat Sheet

GOVERNING AGENCY:

Arizona Department of Real Estate (ADRE)

1



Arizona State Legal Requirements

- · At least 18 years old
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the ADRE. Submit a written disclosure, applicable documents, and Pre-License Determination form.

2



Complete Prelicensing Coursework

- 90 hours
- Six-hour contract writing course

Reciprocity: Arizona does not have reciprocity, but does offer out-of-state-recognition. Real Estate License Reciprocity & Portability Guide 3



Get Fingerprints & Background Check

- \$67 fee
- 10 to 30 days for results

Fingerprint Provider:

Arizona Department of Public Safety

4



Take the Real Estate Exam

- · Multiple-choice
- 195 questions
- Five-hour time limit
- \$75 fee

Test Provider: Apply online at Pearson VUE

5



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric) 6



Apply for Your License

Requirements:

- AREC application portal
- \$60 fee
- · Passing exam score
- Certificates of completion from real estate education and contract writing course
- Proof of legal presence
- Valid fingerprint clearance card
- <u>Disciplinary Actions</u> <u>Disclosure Form</u>

7



Start Your Arizona Real Estate Career!



Steps to Get Your Arkansas Real Estate License Cheat Sheet

GOVERNING AGENCY:

Arkansas Real Estate Commission (AREC)

1



Arkansas State Legal Requirements

- · At least 18 years old
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the AREC. Applications reviewed on a case-by-case basis.

2



Complete Prelicensing Coursework

60 hours

Reciprocity: Arkansas has reciprocity with AL, CO, FL, GA, IA, KS, LA, MS, NE, OH, OK, PA, SD, WA, and WV. Submit fingerprints, application, fee, and Client Waiver Form.

Real Estate License Reciprocity & Portability Guide

3



Apply for Your License

Requirements:

- \$50 fee
- Passing exam score
- Certificate of completion from real estate education
- Application for Real Estate License Examination
- <u>Criminal Background Check</u>
 (CBC) <u>Identity Verification</u>
 Form

4



Get Fingerprints & Background Check

- \$22 fee for state check
- \$14.25 fee for FBI check
- 5 to 10 business day turnaround time

Fingerprint Locations:

Live Scan Operators

5



Take the Real Estate Exam

- Multiple-choice
- 140 questions (70 national,
- 70 state-specific)
- Four-hour time limit
- \$75 fee

Test Provider: Apply online at PearsonVUE

6



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate
Company to Work For
(+ Evaluation Rubric)

7



Start Your Arkansas Real Estate Career!



Steps to Get Your California Real Estate License Cheat Sheet

GOVERNING AGENCY:

California Department of Real Estate (DRE)

1



California State Legal Requirements

- At least 18 years old
- US citizen or lawfully admitted resident
- · Honesty and truthfulness

Criminal Record: For eligibility, you must apply with the DRE. Applications are considered on a case-by-case basis.

2



Complete Prelicensing Coursework

- 135 hours
- Bar members and those with college credit may be exempt from education requirements

Reciprocity: California does not have reciprocity with other states.

Real Estate License Reciprocity & Portability Guide

3



Submit Your Exam Application

- Create an account on the <u>eLicensing System</u>
- Apply for <u>exam ONLY</u> or <u>Exam/License</u>
- Submit fees (\$60 for exam only or \$305 for both)

4



Get Fingerprints & Background Check

- \$49
- Complete the Live Scan Service Request form
- Upload the form to the eLicensing System

Fingerprint Provider:
Live Scan

5



Take the Real Estate Exam

- Multiple-choice
- 150 questions
- Three-hour time limit
- \$60 fee

Test Provider: DRE, schedule on your own or automatically through your exam application.

6



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real
Estate Company to Work
For (+ Evaluation Rubric)

7



Apply for Your License

Requirements:

- \$245 fee (if not already paid in step 3)
- Certificate of completion from real estate education
- Completed Live Scan Service Request

8



Start Your California Real Estate Career!



Steps to Get Your Colorado Real Estate License Cheat Sheet

GOVERNING AGENCY:

Colorado Department of Regulatory Agencies (DORA)

1



Colorado State Legal Requirements

- · At least 18 years old
- · US citizen or lawfully admitted resident

Criminal Record: Approval is on a case-by-case basis. Those with convictions can request a preliminary advisory opinion (PAO) before applying.

2



Complete Prelicensing Coursework

- 168 hours
- · Active bar members must only complete 12 hours of education, pass the exam, and get a background check
- College majors in real estate are exempt from education requirements

Reciprocity: Colorado has reciprocity with all 50 states. Licensees are required to pass a background test and complete the state portion of the exam Real Estate License Reciprocity & Portability Guide

3



Get Fingerprints & Background Check

- Ranges from \$20-\$40
- Turnaround time

Fingerprint Provider:

- Option 1: IdentoGO
- Option 2: Colorado Fingerprinting (use code 0800REEI)



Take the Real **Estate Exam**

- Multiple-choice
- 154 questions (80 national, 74 state-specific)
- 230-minute time limit
- \$44.95 fee

Test Provider: Apply online at PSI



Pick a Company to **Work For**

- · Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

6



Acquire Errors & Omissions Insurance (E&O)

· All active licensees are required to have E&O

Purchase Options:

- Option 1: Rice Insurance Services, LLC
- Option 2: Independent company



Apply for Your License

Requirements:

- \$485 fee
- · Passing exam score
- · Certificate of completion from real estate education
- E&O insurance
- Submit online application

8



Start Your Colorado Real Estate Career!



Fit Small Business

Steps to Get Your Connecticut Real Estate License Cheat Sheet

GOVERNING AGENCY:

Connecticut State Departments of Consumer Protection (DCP)

1



Connecticut State Legal Requirements

- At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the DCP. Complete the <u>Criminal Conviction Review Worksheet</u> and submit documentation.



Complete Prelicensing Coursework

- 60 hours
- College credit can be considered toward prerequisite hours

Reciprocity: Connecticut has mutual recognition with AL, CO, FL, GA, IL, IN, MA, MS, NE, NY, OH, OK, and RI. Complete the reciprocal application online. Real Estate License Reciprocity & Portability Guide 3



Apply for Your License

Requirements:

- \$285 fee
- Certificate of completion from real estate education
- Complete initial/exam application
- Submit <u>Salesperson</u> <u>Sponsoring Broker Form</u>

4



Take the Real Estate Exam

- Multiple-choice
- 110 questions (80 national, 30 state-specific)
- 165-minute time limit
- \$59 fee

Test Provider: Apply online at PSI

5



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

6



Start Your Connecticut Real Estate Career!

Fit Small Business

Steps to Get Your Delaware Real Estate License Cheat Sheet

GOVERNING AGENCY:

Delaware Real Estate Commission (DREC)

1



Delaware State Legal Requirements

- · At least 18 years old
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the DREC. Convictions related to fraud or providing real estate services may be ineligible.

2



Complete Prelicensing Coursework

99 hours

Reciprocity: Delaware has reciprocity with all states. Licensees are exempt from prelicensing courses, but must pass the state exam.

Real Estate License Reciprocity

& Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 120 questions (80 national, 40 state-specific)
- Four-hour time limit
- \$85 fee

Test Provider: Apply online at Pearson VUE

4



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

5



Apply for Your License

Requirements:

- \$140 fee
- · Passing exam score
- Certificate of completion from real estate education
- Submit your online application

6



Start Your Delaware Real Estate Career!



Steps to Get Your Florida Real Estate License Cheat Sheet

GOVERNING AGENCY:

Florida Department of Business and Professional Regulation (DBPR)

1



Florida State Legal Requirements

- At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the DBPR. Certain felony crimes are disqualified.

2



Complete Prelicensing Coursework

- 63 hours
- Florida bar members are exempt from coursework
- People with four-year degrees in real estate may be exempt.

Reciprocity: Florida has mutual recognition with AL, AR, CT, GA, IL, KY, MS, NE, and RI.

Real Estate License Reciprocity & Portability Guide

3



Get Fingerprints & Background Check

- Between \$50 and \$80, depending on provider
- Need to be completed five days prior to sending your license application

Fingerprint Provider:

<u>LiveScan</u> or providers approved by the <u>Florida Department of</u> <u>Law Enforcement</u>

4



Apply for Your License

Requirements:

- DBPR application portal or paper application
- \$83.75 fee
- · Passing exam score
- Certificate of completion from real estate education

5



Take the Real Estate Exam

- Multiple-choice
- 100 questions (45 national,
- 45 state-specific, 10 math)
- 3.5-hour time limit
- \$36.75 fee

Test Provider: Apply online at PearsonVUE

6



Pick a Company to Work foF

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate

Company to Work For

(+ Evaluation Rubric)

7



Start Your Florida Real Estate Career!



Steps to Get Your Georgia Real Estate License Cheat Sheet

GOVERNING AGENCY:

Georgia Real Estate Commission (GREC)

1



Georgia State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the GREC.

2



Complete Prelicensing Coursework

- 75 hours
- College credit can be considered toward prerequisite hours

Reciprocity: Georgia has full reciprocity with all states. Licensees must submit a background check and license history. Florida licensees must pass the state exam.

Real Estate License Reciprocity

& Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 152 questions (100 national, 53 state-specific)
- Four-hour time limit
- \$119 fee

Test Provider: Apply online at PSI

4



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

5



Apply for Your License

Requirements:

- \$170 fee
- Passing exam score
- Certificate of completion from real estate education
- Lawful Presence Notarized Affidavit
- Sponsoring Brokerage Statement Form

6



Start Your Georgia Real Estate Career!



Steps to Get Your Hawaii Real Estate License Cheat Sheet

GOVERNING AGENCY:

Hawaii Real Estate Branch (HREB)

1



Hawaii State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident
- Reputation of competency, honesty, truthfulness, financial integrity, and fair dealing

Criminal Record: For eligibility, you must submit a <u>Request for Preliminary Decision Application</u> with the HREB.

2



Complete Prelicensing Coursework

- 60 hours
- Real estate-focused college credits and/or law degrees can count toward education

Reciprocity: Hawaii doesn't have reciprocity with any other state. You may apply and qualify for an Equivalency to the Prelicense Education Requirement and/or the Equivalency to the Uniform Examination.

Real Estate License Reciprocity & Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 130 questions (80 national, 50 state-specific)
- Four-hour time limit
- \$61 fee

Test Provider: Apply online at PSI

4



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

<u>How to Choose a Real Estate Company to Work For</u> (+ Evaluation Rubric)

5



Apply for Your License

Requirements:

- \$382 fee for odd-numbered years, \$282 for even-numbered years
- · Passing exam score
- Certificate of completion from real estate education
- Submit the online application

6



Start Your Hawaii Real Estate Career!



Steps to Get Your Idaho Real Estate License Cheat Sheet

GOVERNING AGENCY:

Idaho Real Estate Commission (IREC)



Idaho State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: Certain crimes or a revoked license will result in denial. Apply with the IREC for a review using the Special Consideration Policy.

2



Complete Prelicensing Coursework

- 90 hours
- · Appraisers, accountants, and attorneys can apply for education waivers

Reciprocity: Idaho has no reciprocity, but licensees can waive the national exam with the Request for Waiver Form. Real Estate License Reciprocity & Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 120 questions (80 national, 50 state-specific)
- Four-hour time limit
- \$80 fee

Test Provider: Apply online at Pearson VUE



Get Fingerprints & Background Check

- \$61.25
- · Turnaround time is seven to 21 days

Fingerprint Provider:

Pearson VUE



Pick a Company to **Work For**

- · Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

6



Acquire Errors & Omissions Insurance (E&O)

• All active licensees are required to have E&O

Purchase Options:

- Option 1: Rice Insurance Services, LLC
- Option 2: Independent company



Apply for Your License

Requirements:

- \$160 fee
- · Copy of qualifying education
- · Passing exam score
- · Certificate of completion from real estate education
- Copy of document proving legal US presence



Start Your Idaho Real Estate Career!



Steps to Get Your Illinois Real Estate License Cheat Sheet

GOVERNING AGENCY:

Illinois Department of Financial and Professional Regulation (IDFPR)

1



Illinois State Legal Requirements

- At least 18 years old (if applying between 18 and 21, proof of four semesters of postsecondary education required)
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: All convictions must be disclosed. For eligibility, you must apply with the IDFPR.

2



Complete Prelicensing Coursework

- 90 hours (15 hours of which are practical, interactive courses)
- Illinois bar members are exempt from coursework but must take the exam

Reciprocity: Illinois has reciprocity with CO, CT, FL, GA, ID, IA, NE, and WI. Pass the Illinois exam to apply for your license.

Real Estate License Reciprocity & Portability Guide

3



Get Fingerprints & Background Check

- Approximately \$15
- Turnaround time is 24 to 48 hours
- Fingerprint Form

Fingerprint Provider:

Accurate Biometrics

4



Take the Real Estate Exam

- Multiple-choice
- 140 questions (100 national, 40 state-specific)
- 3.5-hour time limit
- \$55 fee

Test Provider: Apply online at PSI

5



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate

Company to Work For

(+ Evaluation Rubric)

6



Apply for Your License

Requirements:

- Online portal application
- \$25 fee
- Passing exam score
- Certificate of completion from real estate education
- Managing Broker Sponsor Card

7



Start Your Illinois Real Estate Career!



Steps to Get Your Indiana Real Estate License Cheat Sheet

GOVERNING AGENCY:

Indiana Professional Licensing Agency (PLA)

1



Indiana State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the PLA and fully disclose all activities. It will be reviewed on a caseby-case basis.



Complete Prelicensing Coursework

- 90 hours
- Indiana Bar members are exempt from education

Reciprocity: Indiana has no reciprocal agreements with other states. However, licensed agents can expedite the procedure on a case-by-case basis.

Real Estate License Reciprocity & Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 125 questions (75 national, 50 state-specific)
- Four-hour time limit
- \$53 fee

Test Provider: Apply online at PSI

4



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

5



Apply for Your License

Requirements:

- \$60 fee
- · Passing exam score
- Certificate of completion from real estate education
- Broker company information
- Submit a paper application or apply online

6



Start Your Indiana Real Estate Career!

Steps to Get Your Iowa Real Estate License Cheat Sheet

GOVERNING AGENCY:

lowa Real Estate Commission (IREC)

1



Iowa State Legal Requirements

· At least 18 years old

Criminal Record: Those convicted of a felony or serious misdemeanor will not be considered for licensure until five years have passed since the conviction and/or incarceration. See the List of Criminal.

Offenses Directly Relating to the Real Estate Profession.

2



Complete Prelicensing Coursework

• 96 hours (36 of which need to be live instruction)

Reciprocity: lowa has reciprocity with AR, GA, LA, MA, MN, MS, and ND. You must hold an active license in one of the above states within the past six months, have proof of errors and omissions insurance, and complete a background check to qualify.

Real Estate License Reciprocity & Portability Guide

3



Get Fingerprints & Background Check

- \$51
- Turnaround time is up to four weeks
- Complete the <u>Background</u> <u>Check Packet Request</u>

Fingerprint Provider: Federal Bureau of Investigation (FBI), but schedule through My Iowa PLB.

4



Take the Real Estate Exam

- Multiple-choice
- 120 questions (80 national, 40 state-specific)
- Three-hour time limit
- \$95 fee

Test Provider: Apply online at PSI

5



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric) 6



Acquire Errors & Omissions Insurance (E&O)

- All active licensees are required to have E&O
- Purchase through <u>Rice Insurance</u> <u>Services, LLC</u> or find independent coverage
- Complete the <u>E&O</u> <u>form</u>

7



Apply for Your License

Requirements:

- \$125 fee
- Passing exam score
- Certificate of completion from real estate education
- Proof of E&O
- Apply online through <u>My Iowa PLB</u>

8



Start Your Iowa Real Estate Career!



Steps to Get Your Kansas Real Estate License Cheat Sheet

GOVERNING AGENCY:

Kansas Real Estate Commission (KREC)

1



Kansas State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must submit a <u>Criminal</u> <u>Offense Form</u> to the KREC. Certain convictions will be disqualified.

2



Complete Prelicensing Coursework

60 hours

Reciprocity: No reciprocity, but if licensed elsewhere, only 30 hours of education is required, and agents can waive the national portion of the exam.

Complete the Client Exam
Waiver and Non-Resident Form.

Real Estate License Reciprocity
& Portability Guide

3



Get Fingerprints & Background Check

- \$75
- About a two-week turnaround, but only valid for six months

Approved fingerprint provider list

4



Take the Real Estate Exam

- Multiple-choice
- 110 questions (80 national, 30 state-specific)
- Four-hour time limit
- \$82 fee

Test Provider: Apply online at PearsonVUE

5



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate
Company to Work For
(+ Evaluation Rubric)

6



Apply for Your License

Requirements:

- \$125 fee
- · Passing exam score
- Certificate of completion from real estate education
- Nonresident Form

7



Start Your Kansas Real Estate Career!



Steps to Get Your Kentucky Real Estate License Cheat Sheet

GOVERNING AGENCY:

Kentucky Real Estate Commission (KREC)

1



Kentucky State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the KREC. Applications reviewed on a case-by-case basis.

2



Complete Prelicensing Coursework

- 96 hours
- Six academic credit hours can be applied to your education

Reciprocity: Kentucky has reciprocity with FL, IL, OH, TN, and WV. You must be actively licensed in the states above for one year, complete a 40-hour reciprocal license law course, a national criminal history check, proof of E&O, and take the reciprocal license exam.

Real Estate License Reciprocity & Portability Guide

3



Get Fingerprints & Background Check

• \$18 (FBI) or \$51.25 (IdentoGO)

Fingerprint Provider:

- Option 1: FBI
- Option 2: IdentoGO

4



Take the Real Estate Exam

- Multiple-choice
- 130 questions (80 national,
 50 state-specific)
- Four-hour time limit
- \$100 fee

Test Provider: Apply online at PSI

5



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric) 6



Acquire Errors & Omissions Insurance (E&O)

- All active licensees are required to have E&O
- Purchase through <u>Rice Insurance</u> <u>Services, LLC</u> or find independent coverage

7



Apply for Your License

Requirements:

- \$130 fee
- Copy of high school diploma, GED, or college transcript
- Certificate of completion from real estate education
- Proof of E&O
- Submit <u>online</u> <u>application</u>

Q



Start Your Kentucky Real Estate Career!



Steps to Get Your Louisiana Real Estate License Cheat Sheet

GOVERNING AGENCY:

Louisiana Real Estate Commission (LREC)

1



Louisiana State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the LREC.

2



Complete Prelicensing Coursework

- 90 hours
- Active members of the Louisiana bar are exempt from prelicensing education

Reciprocity: Louisiana has reciprocity with AL, AR, CO, GA, IA, MS, NM, OK, and PA. All applicants must complete a certified license history and background check and provide proof of E&O insurance.

Real Estate License Reciprocity & Portability Guide

3



Take the Real Estate Exam

- Create an account on the MyLREC Portal and complete Salesperson License Application – Part A
- Multiple-choice
- 135 questions (80 national, 55 state-specific)
- · Three-hour time limit
- \$90 fee

Test Provider: Apply online at PSI

4



Get a Background Check

- \$49
- Expires after 180 days

Provider: Clearbox

5



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric) 6



Acquire Errors & Omissions Insurance (E&O)

 All active licensees are required to have E&O

Purchase Options:

- Option 1: <u>Rice</u> <u>Insurance Services, LLC</u>
- Option 2: <u>Independent</u> company

7



Apply for Your License

Requirements:

- · Passing exam score
- Proof of E&O
- Background check order
- Submit <u>Salesperson</u> <u>License Application –</u> <u>Part B</u> online

8



Start Your Louisiana Real Estate Career!



Steps to Get Your Maine Real Estate License Cheat Sheet

GOVERNING AGENCY:

Maine Real Estate Commission (MREC)

1



Maine State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the MREC.

2



Complete Prelicensing Coursework

• 55 hours

Reciprocity: Maine has reciprocity agreements with all 50 states. All applicants must pass the Maine law portion exam, complete a background check, and provide a Furnish Verification of Licensure in good standing in their home state.

Real Estate License Reciprocity & Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 120 questions (80 national, 40 state-specific)
- Four-hour time limit
- \$85 fee

Test Provider: Apply online at Pearson VUE

4



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

5



Apply for Your License

Requirements:

- \$121 fee
- · Passing exam score
- Certificate of completion from real estate education
- Submit a paper application or apply online

6



Start Your Maine Real Estate Career!

Steps to Get Your Maryland Real Estate License Cheat Sheet

GOVERNING AGENCY:

Maryland Real Estate Commission (MREC)

1



Maryland State Legal Requirements

- · At least 18 years old
- Be of good character and reputation
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must submit all records to the MREC. Applications are reviewed on a case-by-case basis.

2



Complete Prelicensing Coursework

- 60 hours
- Active attorneys can waive education requirements

Reciprocity: Maryland has reciprocity agreements with Oklahoma and Pennsylvania only. You must submit a complete certified license history, get a background check, and submit the Original Reciprocal Application. Applicants from all other states may apply for an Out-of-State License Recognition waiver. Real Estate License Reciprocity & Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 110 questions (80 national, 30 state-specific)
- Two-hour time limit
- \$44 fee

Test Provider: Apply online at PSI

4



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

5



Apply for Your License

Requirements:

- \$90 fee
- · Passing exam score
- Certificate of completion from real estate education
- Submit the Original License Application

6



Start Your Maryland Real Estate Career!



Steps to Get Your Massachusetts Real Estate License Cheat Sheet

GOVERNING AGENCY:

Massachusetts Real Estate Board (MREB)

1



Massachusetts State Legal Requirements

- · At least 18 years old
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must complete the <u>Criminal</u>
<u>Offender Record Information</u>
(CORI) for review with the MREB.

2



Complete Prelicensing Coursework

- 40 hours
- Attorneys are exempt from prelicensing education

Reciprocity: Massachusetts has complete broker and salesperson reciprocity with the following states: CT, CO, GA, IA, MS, NE, NM, PA, TN, RI, WV. You must complete the <u>education waiver</u>, pass the exam, and <u>submit an application</u>.

Real Estate License Reciprocity & Portability Guide

3



Apply for Your License

Requirements:

- \$85 fee
- Submit your application through the PSI website
- Current picture
- Certificate of completion from real estate education
- CORI form
- Three candidate endorsement forms

4



Take the Real Estate Exam

- Multiple-choice
- 120 questions (80 national, 40 state-specific)
- Four-hour time limit
- \$85 fee

Test Provider: Apply online at PSI

5



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

6



Start Your Massachusetts Real Estate Career!



Steps to Get Your Michigan Real Estate License Cheat Sheet

GOVERNING AGENCY:

Michigan Department of Licensing and Regulatory Affairs (LARA)

1



Michigan State Legal Requirements

- At least 18 years old
- High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must submit your <u>Request</u> <u>for Conviction History</u> form for determination by LARA.

2



Complete Prelicensing Coursework

• 40 hours

Reciprocity: Michigan doesn't offer reciprocity agreements with any other state.

Real Estate License Reciprocity & Portability Guide

3



Apply for Your License

Requirements:

- \$88 fee
- Create an account and submit an <u>online application</u>
- Certificate of completion from real estate education

4



Take the Real Estate Exam

- Multiple-choice
- 115 questions
- Three-hour time limit
- \$79 fee

Test Provider: Apply online at PSI

5



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

6



Start Your Michigan Real Estate Career!

Steps to Get Your Minnesota Real Estate License Cheat Sheet

GOVERNING AGENCY:

Minnesota Commerce Department (MCD)

1



Minnesota State Legal Requirements

- · At least 18 years old
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must submit a written statement of incidents, a copy of charging documents, and a copy of resolutions with the MCD.

2



Complete Prelicensing Coursework

• 90 hours

Reciprocity: Minnesota has reciprocity agreements with CO, IA, NE, ND, OK, and SD. Applicants must apply via the PULSE Portal and email a letter certifying their current license. Applicants from WI must complete a 13-hour reciprocal prelicense course and the state portion of the Minnesota exam.

Real Estate License Reciprocity & Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 130 questions (80 national, 50 state-specific)
- Four-hour time limit
- \$63 fee

Test Provider: Apply online at Pearson VUE

4



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

5



Apply for Your License

Requirements:

- \$110 fee
- · Passing exam score
- Certificate of completion from real estate education
- Sponsoring brokerage will <u>submit the license</u> request online

6



Start Your Minnesota Real Estate Career!



Steps to Get Your Mississippi Real Estate License Cheat Sheet

GOVERNING AGENCY:

Mississippi Real Estate Commission (MREC)

1



Mississippi State Legal Requirements

- At least 18 years old
- US citizen or lawfully admitted resident of Mississippi

Criminal Record: Certain offenses will prohibit you from getting your license. However, you do have the right to appeal to the MREC for permission to become licensed.

2



Complete Prelicensing Coursework

- 60 hours
- Equivalent college credits may qualify for an education waiver

Reciprocity: Mississippi has no formal reciprocity, but equivalent education and examinations may qualify. Submit the Non-Resident/Reciprocal Salesperson License Application, get a background check, a certificate of completion from your real estate school, and pass the Mississippi portion of the real estate exam. Real Estate License Reciprocity & Portability Guide

3



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

4



Get Fingerprints & Background Check

- No fee
- Complete the Authorization to Release Information form

Fingerprint Provider:

Local law enforcement office, UPS store, or at the MREC offices

5



Apply for Your License

Requirements:

- \$120 fee
- Certificate of completion from real estate education or college transcripts
- Submit application

6



Take the Real Estate Exam

- Multiple-choice
- 120 questions (80 national,
 40 state-specific)
- Four-hour time limit
- \$75 fee

Test Provider: Apply online at <u>PSI</u>

7



Acquire Errors & Omissions Insurance (E&O)

- All active licensees are required to have E&O
- Purchase from <u>Rice Insurance</u> <u>Services, LLC</u> or find independent coverage

8



Start Your Mississippi Real Estate Career!



Steps to Get Your Missouri Real Estate License Cheat Sheet

GOVERNING AGENCY:

Missouri Real Estate Commission (MREC)

1



Missouri State Legal Requirements

- At least 18 years old
- US citizen or lawfully admitted resident

Criminal Record: Certain convictions disqualify from licensure. For eligibility, you must apply with the MREC. 2



Complete Prelicensing Coursework

- 48 hours must be completed before the exam
- 24 hours completed before or after the exam
- Missouri attorneys can waive the education requirements

Reciprocity: Missouri has reciprocity with all 50 states. Agents are exempt from 48 hours of coursework, must pass the background check, and pass state exam.

Real Estate License Reciprocity & Portability Guide

3



Get Fingerprints & Background Check

- Register with the <u>Missouri</u> <u>Automated Criminal History</u> <u>System</u>
- \$40.50
- Turnaround is about three to five business days

Fingerprint Provider:

Idemia/IdentoGO

4



Take the Real Estate Exam

- Multiple-choice
- 140 questions (100 national, 40 state-specific)
- Four-hour time limit
- \$62 fee

Test Provider: Apply online at PSI

5



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate
Company to Work For
(+ Evaluation Rubric)

6



Apply for Your License

Requirements:

- Application forms
- \$90 fee
- · Passing exam score
- Certificate of completion from real estate education

7



Start Your Missouri Real Estate Career!



Steps to Get Your Montana Real Estate License Cheat Sheet

GOVERNING AGENCY:

Montana Board of Realty Regulation (MBRR)

1



Montana State Legal Requirements

- · At least 18 years old
- 10th-grade education or equivalent
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the MBRR. Applications are reviewed on a case-by-case basis.

2



Complete Prelicensing Coursework

• 70 hours

Reciprocity: Montana doesn't confirm reciprocity with other states, but does allow out-of-state licensees to apply for reciprocity. Submit a certificate of licensure from your current state, a passing score on the state portion of the Montana real estate exam, and proof of errors and omissions (E&O) insurance.

Real Estate License Reciprocity & Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 113 questions (80 national, 33 state-specific)
- 3.5-hour time limit
- \$106 fee

Test Provider: Apply online at PSI

4



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

5



Apply for Your License

Requirements:

- \$80 fee
- · Passing exam score
- Certificate of completion from real estate education
- Submit paper application or apply online

6



Start Your Montana Real Estate Career!



Steps to Get Your Nebraska Real Estate License Cheat Sheet

GOVERNING AGENCY:

Nebraska Real Estate Commission (NREC)



Nebraska State Legal Requirements

- · At least 19 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the NREC. Applicants are reviewed on a case-by-case basis.

2



Complete Prelicensing Coursework

• 66 hours

Reciprocity: Nebraska offers license "by recognition." This means out-ofstate agents in good standing may be issued an equivalent license in Nebraska. Applicants must pass a background check, complete three hours of coursework, submit an application, an Acknowledgement of Personal Jurisdiction, and an Affidavit. Real Estate License Reciprocity &

3



Apply for Your License

Requirements:

- \$285 fee
- · Passport photo
- · High school diploma, GED, or equivalent
- · Citizenship attestation
- Certificate of completion from real estate education
- Submit a paper application or apply online



Get Fingerprints & Background Check

- Once the application is filed, the NREC will send fingerprint cards
- Turnaround time is between four and six weeks

Fingerprint Provider:

Nebraska State Patrol



Portability Guide

Take the Real **Estate Exam**

- Multiple-choice
- 130 questions (80 national, 50 state-specific)
- Four-hour time limit
- \$285 fee

Test Provider: Apply online at PSI

6



Pick a Company to **Work For**

- · Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)



Acquire Errors & Omissions Insurance (E&O)

- All active licensees are required to have E&0
- · Purchase through Rice Insurance Services, LLC or find independent coverage
- Submit Certificate of Coverage Form



Start Your Nebraska Real Estate Career!



Steps to Get Your Nevada Real Estate License Cheat Sheet

GOVERNING AGENCY:
Nevada Real Estate Division (NRED)

1



Nevada State Legal Requirements

- · At least 18 years old
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the NRED. Certain offenses will automatically disqualify you from licensure.

2



Complete Prelicensing Coursework

- 120 hours
- May substitute real estate college credits
- Nevada attorneys can waive education using <u>Form 501</u>

Reciprocity: Nevada has reciprocity with AZ, CO, DE, ID, IL, IN, KY, LA, MN, OK, SC, TX, UT, WA, and WV. Licensees must take 18 hours of Nevada law, get a background check, pass the exam, and complete Form 656.

Real Estate License Reciprocity & Portability Guide

3



Get Fingerprints & Background Check

- \$40.25
- Fingerprints expire after six months

Fingerprint Provider:

Several <u>authorized venders</u> available

4



Take the Real Estate Exam

- Multiple-choice
- 120 questions (80 national, 40 state-specific)
- Four-hour time limit
- \$100 fee

Test Provider: Apply online at PearsonVUE

5



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate
Company to Work For
(+ Evaluation Rubric)

6



Apply for Your License

Requirements:

- \$140 fee
- Application form
- · Passing exam score
- Certificate of completion from real estate education
- · Fingerprint card

7



Start Your Nevada Real Estate Career!



Steps to Get Your New Hampshire Real Estate License Cheat Sheet

GOVERNING AGENCY:

New Hampshire Real Estate Commission (NHREC)

1



New Hampshire State Legal Requirements

- · At least 18 years old
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the NHREC. Must disclose convictions and submit an <u>Arrest and Conviction</u> form.

2



Complete Prelicensing Coursework

- 40 hours
- New Hampshire bar members are exempt from coursework

Reciprocity: New Hampshire has reciprocity with GA, ME, MA, and VT. Exempt from education, but must have the exam.

Real Estate License Reciprocity

3



Get Background Check

- \$25
- Complete the <u>Criminal</u> <u>History Record Information</u> <u>Release Authorization Form</u>

Submit to: New Hampshire Division of State Police

4



Take the Real Estate Exam

- · Multiple-choice
- 120 questions (80 national, 40 state-specific)
- Four-hour time limit
- \$155 fee

Test Provider: Apply online at PSI

5



Pick a Company to Work For

& Portability Guide

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate
Company to Work For
(+ Evaluation Rubric)

6



Apply for Your License

Requirements:

- \$90 fee
- Salesperson Application
- · Passing exam score
- Certificate of completion from real estate education

7



Start Your New Hampshire Real Estate Career!



Steps to Get Your New Jersey Real Estate License Cheat Sheet

GOVERNING AGENCY:
New Jersey Real Estate Commission (NJREC)

1



New Jersey State Legal Requirements

- At least 18 years old
- High school diploma or GED
- US citizen or lawfully admitted resident
- Possess good character, trustworthiness, honesty, and integrity

Criminal Record: For eligibility, you must apply with the NJREC. Certain convictions will disqualify you from licensure.

2



Complete Prelicensing Coursework

- 75 hours
- New Jersey attorneys can waive coursework
- Real estate-focused college credits can count toward education

Reciprocity: New Jersey doesn't have reciprocity, but if you hold a license in FL, NY, or PA, complete a waiver to bypass some or all education.

Real Estate License Reciprocity & Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 110 questions
- · Four-hour time limit
- \$38 fee

Test Provider: Apply online at PSI

4



Get Fingerprints & Background Check

- \$66.05
- Complete <u>Universal</u> <u>Fingerprint Form</u>

Fingerprint Provider:

IdentoGO/Idemia

5



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate
Company to Work For
(+ Evaluation Rubric)

6



Apply for Your License

Requirements:

- \$160 fee
- Apply through <u>online portal</u> or <u>paper application</u>
- Passing exam score
- Certificate of completion from real estate education

7



Start Your New Jersey Real Estate Career!



Steps to Get Your New Mexico Real Estate License Cheat Sheet

GOVERNING AGENCY:

New Mexico Real Estate Commission (NMREC)

1



New Mexico State Legal Requirements

- · At least 18 years old
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the NMREC. Applications are reviewed on a case-by-case basis.

2



Complete Prelicensing Coursework

• 90 hours

Reciprocity: New Mexico has reciprocity GA, LA, and MA. Request an education waiver, submit an application, a copy of their license history, and proof of errors and omissions (E&O) insurance.

Real Estate License Reciprocity & Portability Guide

3



Get Fingerprints & Background Check

- \$44
- Turnaround time is about two weeks
- Complete <u>Fingerprint</u> <u>Certificate form</u>

Fingerprint Provider: IdentoGO

4



Take the Real Estate Exam

- Multiple-choice
- 130 questions (80 national, 50 state-specific)
- Three-hour time limit
- \$95 fee

Test Provider: Apply online at <u>PSI</u>

5



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric) 6



Acquire Errors & Omissions Insurance (E&O)

 All active licensees are required to have E&O

Purchase Options:

- Option 1: Rice Insurance Services, LLC
- Option 2: <u>Independent</u> company

7



Apply for Your License

Requirements:

- \$270 fee
- · Passing exam score
- Certificate of completion from real estate education
- E&O certificate
- Fingerprint information
- Submit <u>online</u> <u>application</u>

8



Start Your New Mexico Real Estate Career!



Steps to Get Your New York Real Estate License Cheat Sheet

GOVERNING AGENCY:

New York Department of State (NYDOS)

1



New York State Legal Requirements

- · At least 18 years old
- High school diploma or GED
- US citizen or lawfully admitted resident
- · Valid NY identification card

Criminal Record: Eligibility will be difficult for persons with felony or sex offense convictions. Submit the Certificate of Relief from Disabilities or Certificate of Good Conduct form for review with the NYDOS.

2



Complete Prelicensing Coursework

- 77 hours
- Attorneys are exempt from education
- College credit can be considered toward prerequisite hours

Reciprocity: New York has no reciprocity with other states. But if you have completed a qualifying education outside of NY, you can request an education waiver. Submit a course description, proof of course completion, and a detailed outline listing the topics and hours completed to dosedmailing@dos.ny.gov.

Real Estate License Reciprocity & Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 75 questions
- 1.5-hour time limit
- \$15 fee

Test Provider: Apply online at <u>eAccessNY</u>

4



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

<u>How to Choose a Real Estate Company to Work For</u> (+ Evaluation Rubric)

5



Apply for Your License

Requirements:

- \$65 fee
- · Passing exam score
- Certificate of completion from real estate education
- Submit paper application or apply online

6



Start Your New York Real Estate Career!



Steps to Get Your North Carolina Real Estate License Cheat Sheet

GOVERNING AGENCY:

North Carolina Real Estate Commission (NCREC)

1



North Carolina State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: Your application will be forwarded to the Division of Criminal Justice Information Systems and the Federal Bureau of Investigation. Upon investigation, each applicant will be considered on their own merits based on a Character and Fitness Review.

5



Complete Prelicensing Coursework

- 75 hours
- Active NC bar members are exempt from education requirements

Reciprocity: NC has no reciprocity with other states. However, applicants with an active license in the past three years can apply for provisional status and be exempt from education requirements.

Real Estate License Reciprocity & Portability Guide

3



Get Background Check

- Order online via <u>NCREC</u> <u>Criminal Record Checks</u> or by mail or fax
- Less than \$50

4



Apply for Your License

Requirements:

- \$100 fee
- Complete application via the <u>NCREC Portal</u>

5



Take the Real Estate Exam

- Receive email approval for exam eligibility
- Multiple-choice
- 120 questions (80 national, 40 state-specific)
- Four-hour time limit
- \$56 fee

Test Provider: Apply online at <u>PSI</u>

6



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real
Estate Company to Work
For (+ Evaluation Rubric)

7



Finalize Application

- Submit passing exam score
- Add sponsoring brokerage affiliation on the NCREC website

8



Start Your North Carolina Real Estate Career!



Steps to Get Your North Dakota Real Estate License Cheat Sheet

GOVERNING AGENCY:

North Dakota Real Estate Commission (NDREC)

1



North Dakota State Legal Requirements

- At least 18 years old
- US citizen or lawfully admitted resident
- Reputation of competency, truthfulness, financial integrity, honesty, and fair dealing

Criminal Record: For eligibility, you must file a Criminal History Record Check Request form, which is then reviewed by the NDREC.

2



Complete Prelicensing Coursework

90 hours

Reciprocity: North Dakota has reciprocity with GA, IA, and MN. Applicants must pass the state exam, complete a Consent to Suit form, provide evidence of a Real Estate Trust Account (or an account waiver form), and a certified license history. Real Estate License Reciprocity & Portability Guide

3



Apply for Your License

Requirements:

- \$158 fee
- Certificate of completion of real estate education
- Submit through the Online Services Portal
- <u>Criminal History</u> <u>Record Check Request</u> <u>form</u>

4



Get Fingerprints & Background Check

- \$41.25
- Fingerprint kit will be mailed to applicants

Fingerprint Provider:

<u>Various locations and providers</u>

5



Take the Real Estate Exam

- Multiple-choice
- 140 questions (100 national, 40 state-specific)
- 3.5-hour time limit
- \$131 fee

Test Provider: Apply online at <u>PSI</u>

6



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric) 7



Acquire Errors & Omissions Insurance (E&O)

- All active licensees are required to have E&O
- Purchase through <u>Rice Insurance</u> <u>Services, LLC</u> or independent company

8



Pay Real Estate Education, Research & Recovery Fund

- One-time \$20 fee
- Pay via the <u>Online</u> <u>Services Portal</u> or mail

9



Start Your North Dakota Real Estate Career!



Steps to Get Your Ohio Real Estate License Cheat Sheet

GOVERNING AGENCY:

Ohio Department Real Estate & Professional Licensing (REPL)



Ohio State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident
- · Honest, truthful, and of good reputation

Criminal Record: For eligibility, you must apply with the REPL. Convictions of moral turpitude are disqualified.

2



Complete Prelicensing Coursework

- 120 hours
- Ohio attorneys can bypass the Ohio law hours

Reciprocity: Ohio has reciprocity with AR, CT, KY, MS, NE, OK, WV, and WY. Licensees are exempt from some or all coursework and must complete a background check, reciprocal application, consent to service of process form, and complete Ohio law course. Real Estate License Reciprocity & Portability Guide

3



Pick a Company to **Work For**

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)



Apply for Your License

Requirements:

- \$81 fee
- Salesperson application
- Certificate of completion from real estate education

5



Get Fingerprints & Background Check

- Between \$50 to \$80
- Fingerprints must be taken within 10 days of filing out an application

Fingerprint Provider:

Webcheck

6



Take the Real Estate Exam

- Multiple-choice
- 120 questions (80 national, 40 state-specific)
- · Three-hour time limit
- \$58 fee

Test Provider: Apply online at PSI



Start Your Ohio Real Estate Career!



Steps to Get Your Oklahoma Real Estate License Cheat Sheet

GOVERNING AGENCY:

Oklahoma Real Estate Commission (OREC)

1



Oklahoma State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the OREC.

2



Complete Prelicensing Coursework

90 hours

Reciprocity: Oklahoma has nonresident reciprocity with AL, AR, IA, LA, MD, NE, ND, and SD. Real Estate License Reciprocity & Portability Guide 3



Get Fingerprints & Background Check

- \$60
- Turnaround time is about 72 hours

Fingerprint Provider:

IdentoGO

4



Apply for Your License

Requirements:

- \$35 fee
- Online application portal
- Passing exam score
- Fingerprints and background check
- · Proof of citizenship

5



Take the Real Estate Exam

- · Multiple-choice
- 130 questions
- Three-hour time limit
- \$60 fee

Test Provider: Apply online at PSI

6



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate
Company to Work For
(+ Evaluation Rubric)

7



Start Your Oklahoma Real Estate Career!



Steps to Get Your Oregon Real Estate License Cheat Sheet

GOVERNING AGENCY:

Oregon Real Estate Agency (OREA)

1



Oregon State Legal Requirements

- At least 18 years old
- High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, applications will be reviewed by the OREA on a case-by-case basis.

2



Apply for Your License

Requirements:

- \$300 fee
- Submit online application

You will receive an Applicant ID number, which will allow you to complete your prelicensing education.

3



Complete Prelicensing Coursework

- 150 hours
- Oregon bar members are exempt from education

Reciprocity: Oregon has reciprocity with AL, GA, NE, SD, and Alberta, Canada. Contact the OREA directly at (503) 378-4170 for detailed information on the requirements.

Real Estate License Reciprocity & Portability Guide

4



Take the Real Estate Exam

- Multiple-choice
- 200 questions (150 national, 50 state-specific)
- Four-hour time limit
- \$75 fee
- Fingerprints will be <u>taken by PSI</u> after the exam (\$61.25 fee)

Test Provider: Apply online at PSI

5



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

6



Start Your Oregon Real Estate Career!



Steps to Get Your Pennsylvania Real Estate License Cheat Sheet

GOVERNING AGENCY:

Pennsylvania Real Estate Commission (PREC)



Pennsylvania State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the PREC. Applications are reviewed on a case-by-case basis.

2



Complete Prelicensing Coursework

- 75 hours
- · Equivalent course credit may exempt from some or all education

Reciprocity: Pennsylvania has reciprocity with AR, GA, LA, MD, MA, NY, and states with comparable qualifications. Submit a background check, letter of good standing from current state, pass the state exam, and submit an application.

Real Estate License Reciprocity & Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 120 questions (80 national, 40 state-specific)
- · Three-hour time limit
- \$49 fee

Test Provider: Apply online at PSI



Pick a Company to **Work For**

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

5



Get Background Check

- If you live, work, or complete training in Pennsylvania, your Criminal History Records Check will automatically be sent; otherwise, request from Pennsylvania Access to Criminal History (PATCH)
- · Turnaround time is about two weeks

6



Apply for Your License

Requirements:

- \$72 fee
- Apply online through Pennsylvania Licensing System (PALS)
- · Passing exam score
- Certificate of completion from real estate education



Start Your Pennsylvania Real Estate Career!



Steps to Get Your Rhode Island Real Estate License Cheat Sheet

GOVERNING AGENCY:

Rhode Island Department of Business Regulation (DBR)



Rhode Island State Legal Requirements

- · At least 18 years old
- · US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the DBR. They will review on a caseby-case basis and grant the application with or without conditions.



Complete Prelicensing Coursework

- 45 hours
- · Three classes to receive Lead Poisoning/Lead Hazard Mitigation Certificate

Reciprocity: RI has reciprocity with CT and MA. Applicants must submit a criminal history, certificate of E&O, a Letter of Good Standing, a Power of Attorney form, and complete a three-hour continuing education course in lead poisoning. Real Estate License Reciprocity & Portability Guide



Take the Real Estate Exam

- Multiple-choice
- 130 questions (80 national, 50 state-specific)
- Four-hour time limit
- \$50 fee per part (national and state)

Test Provider: Apply online at Pearson VUE



Get a Background Check

- \$40
- · Conducted in person by the RI Department of the Attorney General or via mail with the **BCI Release/ Disclaimer Form**



Pick a Company to **Work For**

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric) 6



Acquire Errors & Omissions Insurance (E&O)

- · All active licensees are required to have E&O
- Purchase through Rice Insurance Services, **LLC** or independent company



Apply for Your License

Requirements:

- \$165 fee
- Passing exam score
- Certificate of completion from real estate education
- · Criminal History Record
- · Lead Poisoning/Lead Hazard Mitigation Certificate
- · Errors and Omissions Insurance
- Submit application via mail or online portal



Start Your Rhode Island Real Estate Career!



Steps to Get Your South Carolina Real Estate License Cheat Sheet

GOVERNING AGENCY:

South Carolina Real Estate Commission (SCREC)



South Carolina State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the SCREC. Applications are reviewed on a case-by-case basis.



Complete Prelicensing Coursework

- 90 hours
- Law degrees and real estate major degrees are exempt from education requirements

Reciprocity: South Carolina accepts licensees from other states. You must take the state exam and have held your license for six months before applying for reciprocity.

Real Estate License Reciprocity & Portability Guide



Submit Exam Application

Requirements:

- \$25 fee
- · State-issued ID
- · Copy of Social Security card
- Notarized Verification of Lawful <u>Presence</u>
- · High school diploma or college education transcript
- Certificate of completion from real estate education
- Submit via mail or online portal



Take the Real **Estate Exam**

- Multiple-choice
- 120 questions (80 national, 40 state-specific)
- 200-minute time limit
- \$63 fee

Test Provider:

Apply online at PSI

5



Get Fingerprints & Background Check

 Instructions and fee amounts will be emailed to applicants after the initial exam application is received and processed

Further Information:

SCREC Criminal Background Information **Form**

6



Pick a Company to **Work For**

- · Find sponsoring brokerages close to your location using a Google and/or Yelp search
- · Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)



Finalize Your **Application**

Upload Final Documents:

- Sponsoring brokerage information
- · Passing exam score
- \$50 fee



Start Your South Carolina Real Estate Career!



Steps to Get Your South Dakota Real Estate License Cheat Sheet

GOVERNING AGENCY:

South Dakota Real Estate Commission (SDREC)



South Dakota State Legal Requirements

- · At least 18 years old
- US citizen or lawfully admitted resident

Criminal Record: Determine eligibility before applying with Application for Predetermination form. If approved, submit the Convictions and Pending Charges Form with application.



Complete Prelicensing Coursework

• 116 hours

Reciprocity: South Dakota has no reciprocity with other states, but agents can apply for an equivalent license. Applicants must pass the state exam, do a background check, submit completed application forms, provide proof of errors and omission (E&O) insurance, and complete fingerprint cards.

Real Estate License Reciprocity & Portability Guide



Take the Real Estate Exam

- Multiple-choice
- 168 questions (100 national, 57 state-specific, 11 simulations)
- Seven-hour time limit
- \$98 fee

Test Provider: Apply online at PSI

5



Pick a Company to **Work For**

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric) 4



Get Fingerprints & Background Check

- \$43.25
- Request form

Fingerprint Provider:

Local law enforcement agencies

6



Acquire Errors & Omissions Insurance (E&O)

- All active licensees are required to have E&0
- Purchase through Rice Insurance Services, **LLC** or independent company



Apply for Your License

Requirements:

- \$225 fee
- · Original education certification
- Errors and omissions certificate
- Original score reports from exam
- Completed SD and FBI fingerprint cards

8



Start Your South Dakota Real Estate Career!



Steps to Get Your Tennessee Real Estate License Cheat Sheet

GOVERNING AGENCY:

Tennessee Real Estate Commission (TREC)

1



Tennessee State Legal Requirements

- At least 18 years old
- High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: Applications are reviewed on a case-by-case basis.

2



Complete Prelicensing Coursework

• 90 hours

Reciprocity: Tennessee does not have reciprocity with any states. But, if you hold or have held a real estate license in another state, you may still qualify to have your exam or experience substitute for Tennessee's license requirements.

Real Estate License Reciprocity & Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 120 questions
- 80-minute time limit
- \$39 fee

Test Provider: Apply online at PSI

4



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

5



Apply for Your License

Requirements:

- \$91 fee
- Passing exam score
- Certificate of completion from real estate education
- Identification photo
- · Proof of high school graduation or GED
- · Proof of errors and omissions insurance policy
- Eligibility form
- · Electronic fingerprinting
- Submit online application

6



Start Your Tennessee Real Estate Career!



Steps to Get Your Texas Real Estate License Cheat Sheet

GOVERNING AGENCY:

Texas Real Estate Commission (TREC)

1



Texas State Legal Requirements

- · At least 18 years old
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the TREC. Complete a Fitness

Determination and Background History Form (cost of \$50).

2



Complete Prelicensing Coursework

- 180 hours
- Texas attorneys are exempt from coursework

Reciprocity: Texas does not have reciprocity with any other state.

Real Estate License Reciprocity

& Portability Guide

3



Apply for Your License

Requirements:

- \$185 fee
- License application
- Certificate of completion from real estate education
- <u>Sales Agent Sponsorship</u> <u>Form</u>

4



Get Fingerprints & Background Check

 \$39.70, but \$40.85 if paying online via credit card

Fingerprint Locations:

<u>MorphoTrust</u>

5



Take the Real Estate Exam

- · Multiple-choice
- 110 questions (80 national, 30 state-specific)
- 2.5-hour time limit
- \$43 fee

Test Provider: Apply online at PearsonVUE

6



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate
Company to Work For
(+ Evaluation Rubric)

7



Start Your Texas Real Estate Career!



Steps to Get Your Utah Real Estate License Cheat Sheet

GOVERNING AGENCY:

Utah Division of Real Estate (UDRE)



Pennsylvania State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the UDRE. Certain recent convictions will be disqualified.



Complete Prelicensing Coursework

- 120 hours
- Utah bar members are exempt from coursework

Reciprocity: Utah has mutual recognition with GA, MS, and Alberta, Canada. Licensees need to complete a background check and Utah reciprocity application. Real Estate License Reciprocity & Portability Guide



Take the Real Estate Exam

- Multiple-choice
- 130 questions (80 national, 50 state-specific)
- Four-hour time limit
- \$59 fee
- Candidate Education Certifying **Document**

Test Provider: Apply online at PearsonVUE

4



Get Fingerprints & Background Check

- \$12
- · Get fingerprints at test locations after your exam

Fingerprint Provider:

PearsonVUE (select UTFP-Utah Fingerprint Appointment (Sales only))

5



Pick a Company to **Work For**

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

6



Apply for Your License

Requirements:

- \$157 fee
- Online application
- · Passing exam score
- Certificate of completion from real estate education
- · Qualifying questionnaire
- · Consent to background check
- · Certification of legal presence

(Most forms provided at PearsonVUE test center



Start Your Utah Real Estate Career!



Steps to Get Your Vermont Real Estate License Cheat Sheet

GOVERNING AGENCY:

Vermont Office of Professional Regulation (OPR)

1



Vermont State Legal Requirements

- At least 18 years old
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must submit written explanations and court documents to the OPR.

2



Complete Prelicensing Coursework

• 40 hours

Reciprocity: Vermont has no reciprocity with other states. However, licensees from other states can apply for an endorsement if their home state's courses and exams are equivalent to Vermont's.

Real Estate License Reciprocity & Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 100 questions
- 2.5-hour time limit
- \$110 fee

Test Provider: Apply online at PSI

4



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

<u>How to Choose a Real Estate Company to Work For</u> (+ Evaluation Rubric)

5



Apply for Your License

Requirements:

- \$100 fee
- Passing exam score
- Certificate of completion from real estate education
- Completed verification of employment/ supervision form
- Submit application online

6



Start Your Vermont Real Estate Career!



Steps to Get Your Virginia Real Estate License Cheat Sheet

GOVERNING AGENCY:

Virginia Department of Professional and Occupational Regulation (DPOR)

1



Virginia State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the DPOR.

2



Complete Prelicensing Coursework

60 hours

Reciprocity: Virginia has full reciprocity for agents who have been active for 24 of the previous 36 months. Licensees are exempt from coursework, but must complete background check and exam.

Real Estate License Reciprocity & Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 120 questions (80 national, 40 state-specific)
- 2.5-hour time limit
- \$60 fee

Test Provider: Apply online at PSI

4



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric) 5



Get Fingerprints & Background Check

- \$60
- Background checks only valid for 45 days

Fingerprint Provider:

PSI or Fieldprint

6



Apply for Your License

Requirements:

- \$170 fee
- Application form
- · Passing exam score
- Certificate of completion from real estate education
- Disciplinary Action Reporting Form and all required attachments (if applicable)

7



Start Your Virginia Real Estate Career!



Steps to Get Your Washington Real Estate License Cheat Sheet

GOVERNING AGENCY:

Washington State Department of Licensing (DOL)



Washington State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the DOL. Complete the Criminal History Questions.

2



Complete Prelicensing Coursework

- 90 hours
- Washington bar members are exempt from coursework

Reciprocity: Washington has reciprocity with all states. Licensees must submit proof of licensure, get a background check, and pass the state exam to submit the reciprocal application. Real Estate License Reciprocity & Portability Guide

3



Get Fingerprints & Background Check

- \$44.80
- Turnaround time of 10 to 14 days.

Fingerprint Locations:

MorphoTrust/IdentoGO



Take the Real Estate Exam

- Multiple-choice
- 130 questions (100 national, 30 state-specific)
- 3.5-hour time limit
- \$210 fee

Test Provider: Apply online at PSI

5



Pick a Company to **Work For**

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric)

6



Apply for Your License

Requirements:

- \$223 fee
- Apply through online portal or paper application
- · Passing exam score
- Certificate of completion from real estate education



Start Your Washington Real Estate Career!



Steps to Get Your West Virginia Real Estate License Cheat Sheet

GOVERNING AGENCY:

West Virginia Real Estate Commission (WVREC)

1



West Virginia State Legal Requirements

- · At least 18 years old
- · High school diploma or GED
- US citizen or lawfully admitted resident
- Trustworthy, good moral character, and competent to transact business

Criminal Record: For eligibility, you must apply with the WVREC. Reviewed on a case-by-case basis.

2



Complete Prelicensing Coursework

• 90 hours

Reciprocity: West Virginia has reciprocity in FL, KY, and OH.

Applicants must submit fingerprints, complete the national criminal history check, take the state exam, and submit an online application.

Real Estate License Reciprocity & Portability Guide

3



Get Fingerprints & Background Check

• \$45.75

Fingerprint Provider: <u>IdentoGO</u> (enter code: 228Q6K)

4



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric) 5



Submit Exam Application

- \$25 fee
- Certificate of Completion from your real estate school
- Recommendation of sponsoring brokerage
- Two recommendations from property owners

6



Take the Real Estate Exam

- Multiple-choice
- 150 questions (100 national,
 50 state-specific)
- Four-hour time limit
- \$96 fee

Test Provider:

Apply online at PSI

7



Apply for Your License

Requirements:

- \$75 fee
- · Passing exam score
- <u>Salesperson</u> <u>License Letter</u>
- Submit online through <u>WVREC</u> <u>Application System</u>

8



Start Your West Virginia Real Estate Career!



Steps to Get Your Wisconsin Real Estate License Cheat Sheet

GOVERNING AGENCY:

Wisconsin Department of Safety and Professional Services (DSPS)

1



Wisconsin State Legal Requirements

- · At least 18 years old
- High school diploma or GED
- US citizen or lawfully admitted resident
- Applicants without a Social Security number must <u>submit</u> <u>form #1051</u>

Criminal Record: For eligibility, you submit the Predetermination Form and Conviction and Pending Charges Form to the DSPS.

2



Complete Prelicensing Coursework

- 72 hours
- Individuals with a law degree or 10 academic semester hours are exempt from education

Reciprocity: Wisconsin has reciprocity with Illinois and Indiana. Other states may qualify for endorsement and must take 13 hours of education. All must pass the state portion of the exam and submit a reciprocity application.

Real Estate License Reciprocity &

Real Estate License Reciprocity & Portability Guide

3



Take the Real Estate Exam

- Multiple-choice
- 140 questions
- Four-hour time limit
- \$65 fee

Test Provider: Apply online at Pearson VUE

4



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

<u>How to Choose a Real Estate Company to Work For</u> (+ Evaluation Rubric)

5



Apply for Your License

Requirements:

- \$60 fee
- · Passing exam score
- Certificate of completion from real estate education
- Submit paper application or apply online

6



Start Your Wisconsin Real Estate Career!



Steps to Get Your Wyoming Real Estate License Cheat Sheet

GOVERNING AGENCY:

Wyoming Real Estate Commission (WREC)

1



Wyoming State Legal Requirements

- · At least 18 years old
- US citizen or lawfully admitted resident

Criminal Record: For eligibility, you must apply with the WREC. Applications are reviewed on a case-by-case basis.

2



Get Fingerprints & Background Check

- \$39
- Submit two fingerprint cards that are fully rolled and have clear impressions
- Cards must be signed by an official, placed into a manila envelope that's at least 9×9 inches, and sealed, stamped, and signed by the official who took them

<u>Instructions for Fingerprint Cards</u>

3



Complete Prelicensing Coursework

• 54 hours

Reciprocity: Wyoming doesn't have reciprocity with other states, but existing licensees can apply for a license by submitting two fingerprint cards, completing the Wyoming law course, the Salesperson II course, and the state exam for salespersons. Real Estate License Reciprocity & Portability Guide

4



Take the Real Estate Exam

- Multiple-choice
- 120 questions (80 national, 40 state-specific)
- Four-hour time limit
- \$160 fee

Test Provider: Apply online at Pearson VUE

5



Pick a Company to Work For

- Find sponsoring brokerages close to your location using a Google and/or Yelp search
- Set up interviews to speak with brokerages

Resource for Assistance:

How to Choose a Real Estate Company to Work For (+ Evaluation Rubric) 6



Acquire Errors & Omissions Insurance (E&O)

- All active licensees are required to have E&O
- Purchase through <u>Rice</u> <u>Insurance Services</u>, <u>LLC</u> or independent company using <u>Equivalent Coverage</u> <u>Certificate Form</u>

7



Apply for Your License

Requirements:

- \$300 fee
- Two fingerprint cards
- Recent close-up photograph (no sunglasses)
- Certificate of completion from real estate education
- Passing exam score
- Proof of legal presence
- Proof of E&O

8



Start Your Wyoming Real Estate Career!

