

The South Carolina Real Estate Commission Partners with CE Broker

CE Broker is now the official CE tracking system of the South Carolina Real Estate Commission. Your board has provided you with a free Basic Account, so you have our most helpful CE tracking tools right at your fingertips.



FREE ACCESS

With the free Basic account, you will have access to your Course History. This lists all of the courses you have completed so far so you can easily find and report any CE that might be missing. You will never have to pay to access all the necessary tools to renew your license.



COMPREHENSIVE COURSE SEARCH

One of the best tools we offer licensees is our Course Search. You can find every course you need to complete your license renewal. After you are finished with each course, many educational providers will report to CE Broker for you.



HELPFUL SUPPORT CENTER

Our support center is staffed with experts who have been trained on the rules and regulations of the South Carolina Real Estate Commission. You can reach them by phone, live chat, or email 8AM-8PM ET Monday through Friday.

UPGRADED ACCOUNT OPTIONS

You can also subscribe to Professional or Concierge Accounts, which offer above-and-beyond CE tracking tools to further simplify your renewal process. With our Professional account you can access a personal CE Transcript which outlines exactly what requirements you have left to complete. The Concierge account includes your own CE Broker account manager who can guide you through the CE process, step by step.



How to activate your free CE Broker account

- 1 | Visit www.cebroker.com/sc/plans
- 2 | Select the Sign Up button under the Basic Account option.
- 3 | Enter your license number and get started!

How do I self-report CE?

South Carolina Real Estate Commission

Self-report your CE credits or hours

Approved education providers may be required to report your CE completions within 14 days.

You may need to self-report your CE, however, in a few circumstances such as time constraints or a provider who does not report on your behalf.

How to Self-Report your CE/CME:

1. Log in to your account.

2. Click Report CE + button at the top.

Pro Tip: If you have a Professional or Concierge Account, make sure to select the correct license & biennium. If you are tracking more than one license, find a license that says 'Not Complete' on your dashboard.

3. Click Report CE Hours button.

4. Click the Begin button next to the applicable category you will be reporting under.

5. Answer questions as prompted. This may be different depending reporting category that you have selected.

6. On the Attachment page, you will be asked to upload your completion certificate by selecting a file saved to your computer.

Once you see the green check mark & review your reported information, you are finished and your records have been sent to the South Carolina Board of Podiatry Examiners.

[Login to Start Self-Reporting CE](#)

If you have additional questions, check out our support articles at <http://help.cebroker.com>.

How do I report an exemption?

South Carolina Real Estate Commission

An exemption reduces or eliminates the need to complete continuing education credits. To determine if you qualify for an exemption:

- Log into your CE Broker account
- Click Report CE (or Report Hours)
- Click on the Report Exemptions tab
- Click Learn More under the appropriate exemption

The **Learn More** button will give a brief explanation about the exemption. If you're curious about eligibility requirements, refer to your state Board website or contact them directly.

Once you've determined you are eligible, click **Begin** to get started!

Available Exemption Types

→ **Active Military Duty**

A licensee serving on temporary active duty in the armed forces of the United States for a period of time exceeding 120 days in a year. Requests and documentation for this exemption must be submitted by January 1 of odd numbered years. Claiming this exemption will fulfill all CE requirements for the license cycle.

Documentation Required: Please be prepared to upload evidence of active duty with the military.

→ **Full age experience CE exemption, 65 yrs old and 25 yrs experience**

If the licensee is permanently exempt (pre-2017 law) with a full age/experience exemption, they are not required to complete any CE courses. Must have been over 65 and had 25 years of licensed experience prior to 2017. (Must have applied for exemption and have received approval from Commission)

→ **Partial experience CE Exemption, 25 yrs experience**

25 years of licensed sales or broker experience (Must have applied for an exemption and have received approval from Commission). If a licensee is partially exempt, they are still required to complete the 4 hour Core course and are only exempt from 6 elective hours. A Broker in Charge with a partial exemption must also complete the mandatory 4 hour BIC Duties and Responsibilities course and is only exempt from 2 elective hours.

→ **A resident of another jurisdiction**

If you are a nonresident that has met the continuing education requirements of your resident licensed jurisdiction, you can be exempt from continuing education in South Carolina.

→ **Salesman in 1st renewal who took PostLicensing Course prior to 2017**

If the licensee is renewing for the first time and has completed the 30 hour sales post-licensing course prior to January 1, 2017, they may use the course for continuing education. Please be prepared to upload your certificate of completion.

→ **Salesman who took Broker Prelicensing Courses**

Broker IIIA and IIIB courses taken during the biennial cycle can be used for a continuing education exemption, ONLY if you are licensed as a SALESPERSON at the time of renewal. Please be prepared to upload your certificate of completion

If you have additional questions, check out our support articles at <http://help.cebroker.com>.

IMPORTANT: SC REAL ESTATE SALES, BROKER AND BIC LICENSEES

License renewals will begin on May 1, 2019, for licenses that expire on June 30, 2019. Please review the following important links and information regarding CE REQUIREMENTS and CE REPORTING:

- [SCREC CE REQUIREMENTS AND EXEMPTIONS](#)
- [CE BROKER – CE TRACKING DATABASE](#)

CE Reporting: The South Carolina Real Estate Commission has partnered with CE Broker and has gone live with a new CE tracking and reporting system. CE Broker will be tracking continuing education for all licensees of the Commission that require continuing education to maintain their licenses in **active** status (Salespersons, Brokers and Brokers in Charge). This is a **free** service to all licensees, and you may claim your account by following the link below.

<https://www.cebroker.com/sc/account/basic>

The service provides licensees with simple CE management, course search, clear notification of changes in CE requirements, automatic reporting by providers, and much more. *Upgraded accounts are available from CE Broker, but are not required.

All licensees who intend to renew their licenses in **active** status should have an account set up with CE Broker and assure all continuing education is reported prior to active renewal. Please remember, all continuing education has to be completed within the renewal period, so 2019 renewal date non-exempt licensees should have continuing education dated between 7/1/2017 and the date of their 2019 active renewal.

CE Exemptions: Licensees with CE Exemptions (such as non-resident licensees of other jurisdictions who have taken CE in other states) may report their compliance with nonresident requirements or exemptions using the “Exemptions” tab in CE Broker.

Continuing Education compliance will be audited. Providing false information regarding CE Completion upon renewal will result in inactivation of the license and potential disciplinary action.

Please visit the Commission’s website for answers to any of your questions concerning CE requirements and exemptions, laws, policies, and licensure requirements. The main page of the South Carolina Real Estate Commission can be found at <http://lir.sc.gov/re>

Renewal information and FAQs that address licensing, renewal, education and user account login issues on the Commission’s website can be found below.

- [REC LICENSING FAQ](#)
- [REC RENEWAL FAQ](#)
- [REC ONLINE ACCOUNT LOGIN HELP](#)

If you have questions concerning setting up your account or problems with your account with CE Broker, please contact their customer support directly.

CE BROKER CUSTOMER SUPPORT

MON-FRI 8AM-8PM EST

(877) 434-6323

SUPPORT@CEBROKER.COM

LIVE CHAT AVAILABLE

[SUPPORT.CEBROKER.COM](https://www.cebroker.com)

(Activate Your Free Basic Account): <https://www.cebroker.com/sc/account/basic>