



South Carolina Department of Labor, Licensing and Regulation
South Carolina Real Estate Commission
110 Centerview Dr. • Columbia • SC • 29210
P.O. Box 11847 • Columbia • SC 29211-1847
Phone: 803-896-4400 • Contact.REC@llr.sc.gov • Fax: 803-896-4427
llr.sc.gov/re
DOC #110

REAL ESTATE SALESMAN AND BROKER LICENSE REQUIREMENTS

Please allow 5 to 10 business days for processing

Age

Individuals must be 18 to be licensed as a salesman and 21 to be licensed as a broker.

Education

A prospective licensee must be a high school graduate or hold a certificate of equivalency.

Examination

Examinations are scheduled every Monday through Saturday in Beaufort, Charleston, Columbia, Greenville, Myrtle Beach, SC, and in Charlotte, NC. **Salesman/Broker-PSI Candidate Information Bulletins** PSI is the examination provider for the Commission and they publish a Candidate Information Bulletin for approved candidates for the real estate examinations. Examinees must receive a passing score on both portions of the exam (general and state). Retesting may be scheduled quickly if one or both portions are failed.

- I. Examination sales applications - completion of a Commission-approved, sixty (or more) hour course in the fundamentals of real estate. In lieu of the approved courses, a law degree or baccalaureate degree with a major in real estate will qualify an applicant for the salesman examination. Within one year after passing the examination, the applicant must be sponsored by a broker-in-charge and apply for a sales license, which is mailed to the broker-in-charge. Prior to applying for licensure, an applicant is required to complete the thirty hours Unit II Advanced Real Estate Principles Course. **FAILURE TO MEET THESE REQUIREMENTS WILL RESULT IN DELAY OF LICENSURE.**
- II. Broker applicants - completion of an additional sixty hours of Commission-approved education for a total of at least one hundred fifty (150) hours, and at least three or more years of active licensure within the last five years licensed experience is required. In lieu of the approved courses, a law degree or baccalaureate degree with a major in real estate will qualify an applicant for the broker's examination. Upon passing the broker's examination, the applicant must apply for a license as a broker or broker-in-charge within one year.

Experience

No license experience is required for a sales examination. For a broker's examination, however, the law requires three or more years of active licensure within the last five years preceding application. To receive recognition for out-of-state experience, the applicant must obtain a Certification of Licensure, including history, education, and disciplinary action from the real estate regulatory agency (commission, board, etc.) of all other states where he/she is or has been licensed within the past five years before applying for examination.

- I. Commission Review - Any applicant who has been convicted of a crime or sanctioned by any licensing agency must reveal that fact on his/her application. The Regulatory Compliance Department may review the application and then conduct an investigation before an examination can be scheduled. This may result in a delay.

- II. Licensing Process - Upon original application, each applicant must pay the following fees:
1. Sales - \$25. After passing the examination, applicants must submit a license fee of \$50, score report, and license application provided by PSI. Prior to licensure, an applicant is required to complete the thirty hours Unit II Advanced Real Estate Principles Course.
 2. Broker - \$25. After passing the examination, applicants must submit a separate two-year licensing fee of \$250 for a broker-in-charge license or \$125 for a broker license along with a score report and application provided by PSI.
 3. PSI examination fee is \$63.

CRIMINAL BACKGROUND CHECK

- **CRIMINAL BACKGROUND CHECKS REQUIREMENT – Per SC State Law Section 40-57-115:**
An applicant for licensure as a salesperson, broker, broker-in-charge, property manager or property manager-in-charge in South Carolina must submit to a state fingerprint-based criminal records check, a national fingerprint-based criminal records check, and a social security number-based criminal records check.

Once the application has been received, the applicant will receive specific instructions from the South Carolina Real Estate Commission Board (SCREC) via email on how to have a fingerprint-based check processed. Do not have fingerprints processed until these instructions are sent directly from the SCREC.

To have the social security number based check processed, visit <https://srandi.com/authorize.aspx?P=R52SG9> and follow the instructions provided on the website. The criminal history results will be transmitted directly to the SCREC.

PERSONS LICENSED IN OTHER STATES MOVING TO SOUTH CAROLINA

All applicants must meet the requirements outlined previously for residents as to age, education, and experience. Only non-residents who are licensed in another state may qualify to take the South Carolina state exam without taking the SC qualifying courses. South Carolina resident applicants must take a pre-licensing course even if licensed in another jurisdiction.

Applicants must also submit with the application a Certification of Licensure, including history, education, and disciplinary action from each state in which they have held a license.

If this information sheet is more than six months old, call our office for possible changes
(803) 896-4400.

South Carolina Real Estate Commission does not provide legal advice for the public.