



Verify CE Credits With DBPR

Follow these instructions to view your Continuing Education Credits online through the Department of Business and Professional Regulation (DBPR).

1. Go to this Web site: <http://www.myflorida.com/dbpr/>
2. Click on **DBPR Online Services** at the upper left side of the page.
3. Under User Services click on **My Continuing Education**.
4. If this is your first time using the site, under Path 1, click on GO. Complete Steps 1 - 4. Your initial PIN number should be the last four digits of your Social Security number or Federal Tax ID number. If neither of those numbers work, call the Customer Contact Center at **850.487.1395**.
5. If you have used the site before, under Path 2, click on GO.

It is very important that you keep all your continuing education letters to validate your coursework. These letters will tell you the course names and how many credits you received. If the credits did not get transmitted successfully to DBPR, then you will be able to use the letters to verify your attendance.

ARE YOU NEW TO REAL ESTATE?

EDUCATION!

Information you should know...

- When a person gets their Sales Associate License they have anywhere between 18 to 24 months to complete the 45 hour Post Licensing course (GRI-1 is one option). There after they have 2 years to complete 14 hours of CE, which consists of 11 hours specialty credit (any real estate course that has CE credit) and 3 hours of Core Law.
- A first time Broker has anywhere between 18 to 24 months to complete the 60 hour Broker Post Licensing Course (GRI-2 and GRI-3 will give you this). There after you have 2 years to complete 14 hours of CE. (Same as the Sales Associate).
- Each Real Estate Associate must keep a copy of all their CE letters for auditing purposes (each CE course provider is mandated by FREC/DBPR to send a letter to each person who attends a CE course and meets all the requirements and they must transmit this information to the DBPR).
- You can find this transmitted information on the DBPR web site at <https://www.myfloridalicense.com/Default.asp> then under User Services, click on My Continuing Education and follow the directions. If you need help with a password, you can call 850.487.1395.
- FAR only keeps GRI course records on the computer. The CE Express courses that FAR facilitates are kept in files under the date and course title. The Association will also place a copy of your completed CE course certificates in your file. However, you are responsible for keeping copies of all educational records for auditing and licensing purposes.
- The PG-PC-NP ASSOCIATION OF REALTORS provides a vast array of educational and informational classes/seminars. This information is posted on the association's website at www.pgpcnprealtors.com, simply click on the Education Tab. Contact Anthony Antuono at 941.629.0518 or email: Anthony-Antuono@comcast.net for registration and information. All educational classes are held at the Association.