



2025 | License Renewal Worksheet | Continuing Education (CE) Requirements Renewal Cycle July 1, 2023- June 30, 2025

GENERAL INFORMATION

- | This worksheet is simply a tool to help track your required CE; do not submit to LLR or CTAR
- | In addition to completing your required CE hours, you must also renew your license online with LLR prior to expiration date
- | If you think you qualify for an exemption from CE, contact the South Carolina Real Estate Commission at 803.896.4400 to verify

CE hours, for odd-year license renewal cycle, are to be completed within the July 1, 2023 - June 30, 2025 time frame.

CE Summary: 10 hours for license renewal with the SC Real Estate Commission/LLR (specific to license type below),

PLUS CTAR Realtor® members are required to complete an additional 6 hours of CE = 16 hours CE total.

Please refer to the following CE requirement details:

LLR- SOUTH CAROLINA REAL ESTATE COMMISSION REQUIRMENTS

CHECK YOUR LICENSE TYPE:

> SALESPERSON & BROKER LICENSE TYPES must complete the 4-hour Core Course + 6 Elective Hours= 10

Date Completed _____ **CORE: When in Doubt, Disclose, Disclose, Disclose(4 hours)** if completed between 7/1/2023 - 8/31/24
 OR
 _____ **CORE: Legal Hot Tips(4 hours)** if completed between 9/1/2024-6/30/2025

+

<u>Date Completed</u>	<u>Hours</u>	<u>Elective Course Title(s) 6 hours</u>
____ ____ ____	_____	_____
____ ____ ____	_____	_____
____ ____ ____	_____	_____

Or

> BROKER-IN-CHARGE LICENSE TYPE must complete the 4-hour Core Course + 4 hour BIC course + 2 Elective Hours= 10

Date Completed: ____|____|____ **CORE: When in Doubt, Disclose, Disclose, Disclose (4 hours)** if completed between 7/1/23 - 8/31/2024 (OR)

Date Completed: ____|____|____ **CORE: Legal Hot Tips (4 hours)** if completed between 9/1/2024-6/30/2025 +

+(AND) **BIC Mandatory Course: Whats a BIC to Do? (4 hours)**

Date Completed: ____|____|____ **Elective Course Title (2 hours):** _____

CTAR – REALTOR® MEMBERSHIP REQUIRMENTS

CTAR Realtors® must complete an **additional 6 hours of CE**. If you have not yet met the current NAR Code of Ethics and/or (new) Fair Housing requirements, we suggest you include them as part of your CTAR 6 hours. To learn more about the current NAR Code of Ethics & New Fair Housing cycle and approved course requirements go to: NAR.Realtor

<u>Date Completed</u>	<u>Hours</u>	<u>Course Title(s) (6 hours)</u>
____ ____ ____	_____	_____
____ ____ ____	_____	_____

For more information on license renewal, please visit www.CharlestonRealtors.com/LicenseRenewal