

MAILING ADDRESS
IDAHO REAL ESTATE COMMISSION
PO BOX 83720
BOISE ID 83720-0077



STATE OF IDAHO

OFFICE & EXPRESS MAIL ADDRESS
633 NORTH 4TH STREET
BOISE ID 83702-4500
PHONE: (208) 334-3285
TOLL FREE (IN IDAHO) 866-447-5411
WEBSITE: www.irec.idaho.gov

REAL ESTATE COMMISSION

Broker Bulletin April 11, 2008

We have lots of new information on continuing education policies and website updates!

Online Services. Visit www.irec.idaho.gov to see our new and improved **Licensee Search**. **Find** a company and click on the "Associates" button to get a list of agents in your office, together with the expiration dates of their licenses. **Sort** the list by clicking on the header titles. **Export** your list data into an Excel spreadsheet!

New: IREC has taken over operation of the Commission's online services from Access Idaho. Visit www.irec.idaho.gov to register a **new** IREC user name and password to access IREC's **new and improved** online services. A licensee can **renew** his license, **change** his home address, **view** his education, E&O insurance, and license history, and **print** a license certificate.

As a **designated broker**, you can also **add** and **remove** agents from your office, **change** your company address, and **view** the **education** and **E&O status** of all agents in your office.

New: License applicants now can register a user name and password for IREC's online services to track the status of fingerprints and license history! We will continue to send out postcards when fingerprints and licenses are approved, but applicants now can monitor status on the website.

Change: The *Real Estatement* will not be printed and mailed this year due to budget constraints, but it is available **online** at www.irec.idaho.gov. The next edition will be out July 1.

New: Would you like to receive e-mail updates from the Commission? Visit www.irec.idaho.gov to subscribe to IREC's **new** listserv electronic newsletter.

Continuing Education. With the growth in Idaho's licensee numbers, there has been a corresponding increase in the business of real estate education. A number of issues have been identified by industry, licensees, and educators in how our real estate licensee education has evolved. To prevent our licensees from being harmed, and in order to insure the quality and integrity of licensee continuing education, the Commission has been "clamping down" to make sure all education providers are following the license law and rules.

Reminder: According to Idaho Code 54-2036, every real estate course offered for prelicense or continuing education credit for an Idaho real estate license shall first be certified and accredited by the Idaho Real Estate Commission.

Exception: Courses taken to **earn** certain professional designations are **automatically approved** for continuing education. A list of pre-approved designations is available at www.irec.idaho.gov.

Reminder: Look for the Idaho course approval number on any course advertisements you receive, or check www.irec.idaho.gov to see whether a particular course is Idaho certified for CE credit.

If you receive a questionable or misleading advertisement, please forward it to us at jesama.rosensweig@irec.idaho.gov, or fax it to (208) 334-2050 so we can follow up with the course provider.

Reminder: Pursuant to 54-2023(5)(e)(iii), licensees can also earn CE credit for courses approved by and offered for another state's or profession's licensing requirements, **if the course is within the approved topic areas established by the Commission.**

Change: For a course offered for CE for a different jurisdiction or profession, licensees must submit a request to IREC on the **REE-153 "Request for CE Credit"** form (be sure to include all requested attachments). The REE-153 form is available on the website at www.irec.idaho.gov.

The Commission will review courses submitted by licensees to ensure they fit within the approved CE topics. Licensees will receive a receipt by e-mail showing the number of CE credit hours awarded.

Reminder: Courses offered through Idaho certified providers are automatically posted to a licensee's education account within 5 business days after completion of the course.

- * Check education records online
- * Submit courses that don't show up in IREC's records – in advance of the renewal date
- * 16 hours of electives plus one Core course is required to renew or activate

CE Audits. The Commission conducts 100% audits on all renewing and activating licensees who do not have sufficient education posted to their accounts. Audits will not be done if the Commission's records show all CE requirements have been met.

Please do not hesitate to contact us at (208) 334-3285 or info@irec.idaho.gov if you have any questions. Thank you for your assistance in sharing this information with your licensees!

Sincerely,

A handwritten signature in black ink that reads "Steve Kohntopp". The signature is written in a cursive, flowing style.

Steve Kohntopp, Chair
Idaho Real Estate Commission