



# 4-Year License CE Renewal Worksheet

If you renewed your license on or after July 1, 2011 but before July 2015, you have a four year license.

Name \_\_\_\_\_ License # \_\_\_\_\_ Expiration Date \_\_\_\_\_

## First - Second Year Education Information Chart (minimum 24 hours)

Due Date: \_\_\_\_\_ Accumulated Hours: \_\_\_\_\_

In order to meet the education requirements for a 4-year license you are required to take a total of 24-hours of continuing education in the first two years of your license. At the end of your first two years you **MUST** mail or hand deliver your certificates to the Real Estate Division. Failure to provide your certificates to the Real Estate Division in your first two years may result in the immediate inactivation of your license and a fine of up to \$100. In your second set of two years, you will need an additional 24 hours of continuing education upon renewing your license.

Use this worksheet as a convenient way to keep track of your education information for your license renewal. Be sure to make copies of original certificates and keep in a safe location. Minimum licensing requirements for each two-year education reporting are listed below.

- 3 hours Law & Legislative
- 3 hours Agency
- 3 hours Contracts
- 3 hours Ethics
- 3 hours General
- 3 hours General/\*Property Management  
required to renew a property management permit
- 3 hours General/ \*Broker Management  
required for a broker or broker-salesperson
- 3 hours General/\*Business Broker  
required for a business broker permit
- \*\*3 hours maximum Personal Development (optional)

*Note: At least 50% of your education hours for each two-year education period must be live instruction. You may not repeat courses that have the same CE numbers within the four years of education.*

Renew your license online within 45-days of your license expiration date at [www.red.nv.gov](http://www.red.nv.gov).

For questions regarding your license renewal contact the Nevada Real Estate Division at [realest@red.nv.gov](mailto:realest@red.nv.gov) or (702) 486-4033. Mail your certificates to 3300 W Sahara Ave., Las Vegas, NV 89102

Category	Title of Course	CE #	Hours	Date Completed
Law & Legislative				
Agency				
Contracts				
Ethics				
General				
General/*Broker Mgmt.				
General/*Prop Mgmt.				
General/*Business Broker				
**Personal Development				
			<b>Total Hours</b>	

## Third - Fourth Year Education Information Chart (minimum 24 hours)

Due Date: \_\_\_\_\_ Accumulated Hours: \_\_\_\_\_

Category	Title of Course	CE #	Hours	Date Completed
Law & Legislative				
Agency				
Contracts				
Ethics				
General				
General/*Broker Mgmt.				
General/*Prop Mgmt.				
General/*Business Broker				
**Personal Development				
			<b>Total Hours</b>	