



NORTH CAROLINA REAL ESTATE COMMISSION
P.O. Box 17100 • Raleigh, NC 27619
919.875.3700 • educ@nrec.gov

Guidelines for Satisfying Instructor Educational Requirement for Renewal of Instructor Approval (REC 3.78)

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As prescribed by [Commission Rule 58H .0306](#) - Renewal and Expiration of Instructor Approval: "...The instructor renewal application shall set forth the instructor's ...proof of attendance since approval or last renewal of a real estate instructor educational program of at least six hours..."

These guidelines are provided to assist instructors in understanding how the Commission will apply Rule provisions.

1) Programs ACCEPTABLE as Instructor Development Education

a) Programs designed specifically for *real estate instructors* that will clearly assist such instructors in the performance of their instructor duties.

The primary purpose of the Rule is to encourage instructor participation in programs that are specifically designed to improve the performance of real estate instructors, especially programs such as those sponsored by the Commission and professional real estate educator organizations.

Examples:

- NC Real Estate Commission's *Annual Educators Conference*, which usually occurs between February and April in the Raleigh area.
- NC Real Estate Commission's *New Pre/Postlicensing Instructor Seminar*, offered multiple times each year in Raleigh. Note that this Seminar is acceptable if attendance occurred after the instructor's initial approval but as part of the original qualification to teach Prelicensing and Postlicensing courses.
- [NC Real Estate Educators Association \(NCREEA\) Fall Conference](#), which usually occurs in September at locations around North Carolina.
- [Real Estate Educators Association \(REEA\) Annual Conference](#), which usually occurs in June at national locations.
- *Instructor Development Workshop (IDW)* sponsored by NCREC, REEA, NCREEA, DREI, or other professional education provider.
- [Distinguished Real Estate Instructor \(DREI\) Summit](#) [part of REEA] which usually occurs in January at national locations.
- *Instructor Training Institute (ITI)* sponsored by state and local REALTOR® associations.

- b) **Programs, though not specifically designed for real estate instructors, focus on instructional skills that the Commission finds to be clearly beneficial to Prelicensing, Postlicensing, and/or Update instructors.**

Such programs will be considered by the Commission on a case-by-case basis as long as they are at least six hours in length. A detailed description of the course material must be submitted to be considered for renewal credit.

Examples:

- A course on instructional theory and/or methodology.
- A course on effective presentation skills.

2) **Programs NOT ACCEPTABLE as Instructor Development Education**

Any program that does not meet the criteria described in 1(a) or 1(b) would obviously not be acceptable.

Examples:

- Real estate licensee continuing education courses. Note that no CE courses are acceptable for instructor development education.
- Commission's annual *Update Instructor Seminar* per [Commission Rule H .0302\(f\)](#).
- Courses that are less than six (6) hours in duration.
- A course on sales skills / techniques.
- A course on lead generation / business development.

3) **Instructors Responsible for Keeping Records to Demonstrate Compliance**

Instructors are required to keep records of their participation in programs that are acceptable for real estate instructor educational credit and to report each program attended on their instructor renewal applications. The Commission is not required to maintain records on their behalf.

4) **Reinstatement**

As prescribed by [Commission Rule 58H .0306\(c\) & \(d\)](#):

(c) In order to reinstate an instructor approval that has been expired for less than six months, the former instructor shall meet the requirements set forth in Paragraph (b) of this Rule.

(d) If an instructor approval has been expired for more than six months, the former instructor shall file an application for original approval pursuant to Rule .0302 of this Section.

[Refer to [Rule 58H .0302](#) for instructions.]