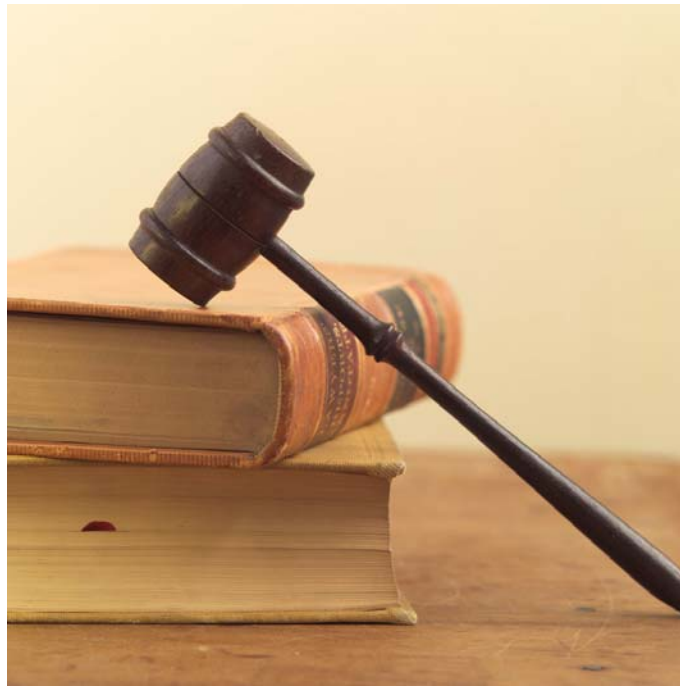


NEW INSTRUCTOR ORIENTATION

PART 1

LICENSE LAW



ALABAMA REAL ESTATE COMMISSION

TABLE OF CONTENTS

Training Requirements	3
Renewals	4
School Information	5
Course Administration	8
Classroom Management	11
Student Information	12
Distance Education	14
Commission Web Site	16
CMap	18
CMap Examples	19

- In this document, the use of the phrase ***Prelicense courses*** will refer to the Salesperson, Broker and both reciprocal prelicense courses.
- The term ***Commission*** will refer to the Alabama Real Estate Commission.

Training Requirements

- All Prelicense/Post License Instructors are required to obtain 12 hours of instructor training prior to the end of the current instructor license period which is September 30, 2011. Instructors approved in the second year of the approval period will be exempt from the training requirement for their first instructor renewal.
- The Commission will offer training throughout 2010. Go to the Auburn University Outreach Program Web site to see the 2010 offerings and registration information. The Web site is www.auburn.edu/outreach/arec.
- Instructors may obtain instructor training out of state or from sources other than the Alabama Real Estate Commission. Instructors should gain approval from the Commission prior to attending these training programs to ensure instructor credit can be given.
- Six (6) instructor training hours may be obtained by completing the Certified Distance Education Instructor (CDEI) Certification. Go to the Web site www.idecc.org for more information. The CDEI must be renewed every three (3) years to maintain certification.
- Instructors who wish to teach Risk Management must attend a Risk Management Instructor Training before teaching the course. The next Risk Management Instructor Training is May 14, 2010.
- The School Administrator Training is available on the Commission's Web site and is required for all new school administrators. No instructor training hours are awarded for the completion of this course.
- There is no instructor training requirement for individuals approved as a Continuing Education Instructor or for those individuals serving in the capacity as a full time university instructor.

Renewals

- The approval for schools, instructors, school administrators, and courses must be renewed every two years. Renewals are done online every odd year with the next renewal being in the summer of 2011.
- Renewals must be completed by September 30 of every odd year to avoid being placed on inactive status. Any school, instructor or school administrator on inactive status may not teach or offer courses until the renewal is complete. Courses not renewed will be removed from the instructor's list of approved courses. Any approval not renewed by December 31 will lapse resulting in the requirement to begin the application process over as if never approved.
- Although there is no fee to renew an approved school or school administrator, the fee to renew a licensed school is \$250.
- All prelicense and post license instructors must pay the \$100 renewal fee along with obtaining their 12 hours of required instructor training. The renewal fee for Continuing Education Instructors is \$50 for the two (2) year approval period.
- Courses for which the Commission provides the outline, such as Salesperson Prelicense, Post License, Broker Prelicense and Risk Management: That Delicate Balance, are renewed at no cost. All other courses are charged a \$50 renewal fee for the two (2) year period. Information for courses requiring a fee, such as timed outlines, objectives and learning strategies may not be obtained from the Commission. Instructors are responsible for maintaining this information from one renewal to another.
- Processing fees will be applied to every online renewal transaction regardless of the fee amount necessary to renew.
- Renewal reminders and instructions are provided by the Commission in the summer of each renewal year to allow ample time to complete the renewal process.

School Information

- With the exception of colleges and universities, schools seeking to become licensed to offer prelicense and post license courses must submit proof to the Commission of a \$20,000 surety bond made payable to the Commission and pay a license application fee of \$500.
- There is no application fee for schools seeking approval to offer only continuing education courses.
- Processing fees will be applied to every online application transaction regardless of the fee amount necessary to apply.
- All schools must name a School Administrator who will serve as the responsible party for all offerings and activities of the school. The School Administrator may be an instructor or an individual not involved with the instruction.
- Schools must be in compliance with the Americans with Disabilities Act. Information on the ADA regulations may be obtained at www.access-board.gov/adaag/html.
- Classrooms should be equipped with a writing surface for each student as well as with some type of writing surface for the instructor to use for illustration such as a dry erase board. Each student should also have an unobstructed view of the instructor and/or instructional surfaces during the presentation. When teaching a continuing education class in an off-site location, instructors must ensure that the facility and teaching environment is acceptable and compliant with all regulations.
- Student records must be kept by all schools for a minimum of four (4) years. The specific records to be maintained are listed below.

Prelicense Courses

Pre-registration
Attendance
Testing Verification
CMap Verification
Deadlines Form

Post License

Pre-registration
Attendance
Testing Verification
CMap Verification
Deadlines Form

CE

Pre-registration
Attendance
CMap Verification

School Information

(Continued)

- If a school or instructor advertises its school or course offering, the school name and license number must be included in the advertisement.
- If a school wishes to advertise in conjunction with another company (ex. related brokerage company), a written statement must be submitted to the Commission stating that the school takes full responsibility for any potential violations in a school advertisement. This relieves the liability from the other company for any potential disciplinary action. The letter should be submitted only once and will include ongoing multiple advertisements with multiple companies or organizations.
- The Commission's Education Division has full-time auditors that audit schools and instructors. School audits are planned in advance and instructor audits are unannounced. There are checklists available on the Commission's Web site that identify items to be reviewed by auditors. These checklists can be accessed by going to www.arec.alabama.gov and clicking on the **Education** heading at the top of the homepage. Select **Instructor Resources** from the drop down menu.

School Information

(Continued)

Education Rules

Rule 790-X-1-.06	Prelicense and Post License School Approval and Requirements
Rule 790-X-1-.07	Qualifications for Prelicense and Post License Instructors
Rule 790-X-1-.08	Instructor Approval and Utilization
Rule 790-X-1-.09	Qualifications for Continuing Education Instructors
Rule 790-X-1-.10	Application, Fees and Renewal Requirements for Instructors, Courses, and Schools
Rule 790-X-1-.11	Course Content for Continuing Education
Rule 790-X-1-.12	Continuing Education Course Approval and Requirements
Rule 790-X-1-.13	Exemptions from Continuing Education Requirements
Rule 790-X-1-.14	Student Attendance Participation Standards
Rule 790-X-1-.15	School/Course Sponsors and Instructor Advertising Regulations
Rule 790-X-1-.17	Disciplinary Actions for Instructors and Schools
Rule 790-X-1-.18	Reciprocal License Requirements
Rule 790-X-1-.21	Distance Education Courses
Rule 790-X-2-.02	Applications for Examination and Licensure
Rule 790-X-2-.03	Issuance of Temporary and Original Salesperson Licenses
Section 34-27-33	Written examinations, obtaining active license; temporary license certificate; issuance of original license.

Course Administration

- Content outlines for the Salesperson Prelicense, Post License and Broker Prelicense courses may be found on the Commission's Web site at www.arec.alabama.gov by clicking on the **Instructor Resources** section under the **Education** heading at the top of the homepage.
- Continuing Education courses must be submitted to and approved by the Commission prior to the course being offered. Course content should be real estate related and show a direct benefit to the consumer. The Education Division should be contacted with any questions regarding acceptable content prior to course submission.
- A review fee of \$100 is required for each course submitted for approval. These applications must be completed online and submitted to the Commission at least 14 days prior to the scheduled offering and include the timed content outline, learning objectives, and learning strategies. New course applications may be found under an instructor's **Available Services** once logged into the **Online Services** feature of the Commission's Web site.
- Continuing education courses must be a minimum of three (3) hours in length to be eligible to award continuing education credit. The maximum amount of credit per course that can be awarded is 12 hours regardless of the actual clock hours included in the course.
- All courses must be set up in the **Manage Course Schedules** feature of CMap at least seven (7) days prior to the scheduled course offering.
- All credit must be reported in CMap under the **Manage Course Credit** feature using the following deadlines:
 - Salesperson Prelicense – within three (3) days of course completion
 - Post License – within three (3) days of course completion
 - Broker Prelicense – within three (3) days of course completion
 - Reciprocal Salesperson Prelicense – within three (3) days of course completion
 - Reciprocal Broker Prelicense – within three (3) days of course completion
 - Continuing Education – within 10 days of course completion

Course Administration

(Continued)

- Students have one year from the start date of a prelicense course (Salesperson and Broker) to successfully complete it. The deadline for the Post License course is associated with the individual student's temporary license expiration date.
- All prelicense and post license courses require an exam that must be passed with a minimum score of 70%. These exams should be substantive in length and difficulty and serve as an adequate measure of the course content. Instructors must have multiple versions of their exams in the event a re-take becomes necessary. A course is not considered complete until the student successfully passes the course exam.
- Students must attend a minimum of 90% of a prelicense or post license course. If more than 10% of the course hours are missed, the time must be made up with the topics missed during the absence.
- Continuing Education courses require 100% attendance.
- A *Licensing Process and Deadlines* form must be completed by all students taking the Salesperson Prelicense, Post License, or Broker Prelicense course after it has been explained by the instructor. The original must be signed by the instructor and the student and then kept in the school files. A copy must be given to the students for their files and later reference. This form may be found in the **Instructor Resources** section under the **Education** heading on the Commission's homepage.
- With the exception of the Salesperson Prelicense course, class sessions in all courses are limited to nine (9) hours of instruction per day. The Salesperson Prelicense course is the only course in which the class session is limited to only six (6) hours of instruction per day.
- The AMP Candidate Handbook must be given to all salesperson and broker prelicense students. These handbooks may be ordered from AMP at no cost. Due to the frequent changes and updates to the handbook, it is not advisable to order in great excess.

Course Administration

(Continued)

- All students seeking to take a state licensing exam must have their completion dates entered into the Electronic Eligibility Database (EED) maintained by AMP. The courses include the Salesperson Prelicense, Broker Prelicense, and both reciprocal prelicense courses. Certificates of Completion are no longer issued upon course completion.
- All instructors teaching the Post License course should ensure that their students have been issued a temporary license prior to the beginning of the class. Students will not receive credit for any class sessions taken prior to having their temporary license issued.
- At the conclusion of the Post License course, the licensee must be given the *Application for Real Estate Salesperson Original License*. Instructors should provide instructions for the completion of the application along with all applicable deadline and fee information. The application for the Original License may be accessed on the Commission's Web site at www.arec.alabama.gov by clicking on **Forms and Info** on the Commission's homepage.
- All students must be given the opportunity to submit an evaluation of their courses. Students holding an Alabama license must be given instructions on how to submit an electronic evaluation on the Commission's Web site. The *CMap Student Instruction Sheet* may be given to students in lieu of verbal directions. This sheet is located on the Commission's Web site in the **Instructor Resources** section which is under the **Education** heading on the homepage. Any unlicensed student, such as someone in a salesperson prelicense course or either of the reciprocal prelicense courses, must be given a paper evaluation that he/she may complete and send in to the Commission. Instructors should not take up this form but encourage the students to fax or mail the form directly to the Commission. The paper evaluation may be found in the **Instructor Resources** section under the **Education** heading on the Commission's homepage.

Classroom Management

- Instructors must monitor the attendance of students enrolled in their classes. Students in prelicense and post license courses may miss up to 10% of the course hours without the requirement of a make-up. The 10% may include the time a student was tardy for class as well as actual class sessions that were missed in their entirety. Continuing education course attendance is 100% which includes tardiness in arrival and/or the return from a break or meal.
- Instructors must also monitor and attempt to correct the behavior of students during their class. Credit may be denied from students who:
 - Fail to direct their attention to the instruction being provided and engage in activities unrelated to instruction.
 - Fail to refrain from engaging in activities which are distracting to other students or the instructor such as personal conversation, talking on cell phones, or anything else that causes a distracting noise.

Rule 790-X-1-.14(2) states that instructors shall not submit course credit for individuals who fail to comply with these standards.

- A 10 minute break is allowed for every 50 minutes of instruction. This schedule may be modified to some degree but only if the class is in agreement and the modification does not create an undue burden on the students. For example, it would not be allowable for an instructor to combine all of the breaks for a three (3) hour session into one long 30 minute break and take that break during the last 30 minutes of the class and dismiss early. It is unreasonable to ask students to sit for two and one half (2 ½) hours without any type of break. It would be acceptable to modify that same break schedule into two (2) 15 minute breaks taken at reasonable intervals during the three (3) hour class session.

Student Information

The following information should be provided, as applicable, to students in the prelicense and post license courses.

- All applicants are required to disclose their social security number to the Commission. Failure to do so will result in the denial of the license (Alabama Attorney General ruling dated January 5, 1998)
- All applicants must submit to a Criminal History Background Check. The release form is found on the Commission Web site at www.arec.alabama.gov by clicking on **Forms and Info**.
- Applied Measurement Professionals (AMP) is the testing service that administers the Alabama salesperson and broker examinations. A Candidate Handbook, which includes information on the content and format of the exams, should be given to all students in both prelicense courses. Students may also view the Candidate Handbook and obtain testing information from the AMP Web site at www.goamp.com.
- The state exams are given Monday through Friday in Athens, Birmingham, Huntsville, Mobile and Montgomery. The cost is \$71. Information on how to schedule an exam and the requirements on the day of the exam can be found in the Candidate Handbook.
- Students have one year to pass the state exam after successfully completing the salesperson or broker prelicense course.
- Students have 90 days to apply for a license after passing the state exam.
- Once someone obtains an active Temporary License he/she has six (6) months in which to complete the Post License course and have an Original License issued. If this is not done, the license will be placed on inactive status until the course is completed and the Original License is issued. After one year, if the Original License is not issued, the Temporary License will lapse and may not be renewed. If the Temporary License is issued on inactive status, the licensee has the full year to complete the Post License course and have his/her Original License issued.

Student Information

(Continued)

- Licensees will be awarded 15 hours of continuing education credit by taking the entire Post License or Broker Prelicense course.
- The completion of the Post License course will satisfy the education requirement for the first renewal of the Original License.

DISTANCE EDUCATION

- Instructors who wish to teach distance education courses must obtain the Certified Distance Education Instructor (CDEI) certification prior to course approval.
- The CDEI certification is obtained through the International Distance Education Certification Center (IDECC). The Web site is www.idecc.org. Instructors should contact the Education Division for a special code that will allow a discount on the course.
- Schools that offer distance education may do so on a referral basis or as a secondary provider. There are no instructor responsibilities for those who contract with a primary provider on a referral basis. A secondary provider is defined as a school which obtains a distance education course from a primary provider.
- Secondary providers have specific responsibilities that are outlined in Rule 790-X-1-.21 (2) and they are as follows:
 - Enroll students
 - Provide course registration
 - Monitor student progress
 - Answer student questions
 - Administer and grade exams
 - Verify and report course completion
 - Verify student identity
- The secondary provider must be a school approved by the Commission.
- Distance education courses must be submitted for approval via the Commission's online application. To access the application, instructors must log in to **Online Services**. On the menu page, there will be a link entitled **Course Applications**. The Commission does not accept paper applications for courses.

DISTANCE EDUCATION

(continued)

- Students that complete a distance education salesperson prelicense course must be given a Distance Education Course Evaluation. This form may be accessed on the Commission's Web site at www.arec.alabama.gov. Click **Education** at the top of the homepage and then select **Education Applications** from the drop-down menu. Licensees completing other distance education courses may submit an online evaluation.
- At the conclusion of the course, the licensee must be given instructions on how to check credit and submit a course evaluation for any course other than the Salesperson Prelicense course. The CMap Student Instruction Sheet may be obtained by going to the Commission's Web site at www.arec.alabama.gov. Click on **Education** at the top of the homepage and then select **Education Applications** from the drop-down menu.

Commission Web Site

www.arec.alabama.gov

- The majority of everything an instructor will need may be found on the Commission's Web site.
- The following items are located under the **Education Applications** which can be accessed through the **Education** heading on the Commission's homepage:
 - All Instructor Applications
 - School Administrator Application
 - Surety Bond Application for Licensed Schools
 - Instructions for completing the online school and course applications
- The following items are located under the **Instructor Resources** section which can be accessed through the **Education** heading on the Commission's homepage:
 - Prelicense and Post License Course Content Outlines
 - EED Information and Forms
 - Student Handout on License Law Deadlines
 - Licensing Process and Deadlines Form
 - Salesperson Prelicense Paper Evaluations (Classroom & DE)
 - CMap Student Instruction Sheet
 - Instructor and School Audit Checklists
 - Sample Instructor Teaching Tools
 - Links to related Web sites
 - School Administrator Training Course
 - New Instructor Orientation Manuals
 - Textbook Publishers

Commission Web Site

(Continued)

www.arec.alabama.gov

- The following items are located under the **Available Services** heading which can be accessed through logging into **Online Services** on the Commission's homepage:
 - Instructor Credit Check
 - Education Management (CMap)
 - New Course Application
 - School Application
 - Education Renewals
 - Official Document Printing

- The following items are located under the **Education** heading on the Commission's homepage:
 - Real Estate Course Search
 - Educator Newsletter
 - Educator Articles indexed by topic

- The following items are located under **Quick Links** on the Commission's homepage:
 - License Law Book Order Form (Risk Management text also)
 - License Law Deadlines Sheet
 - AREC Fee Schedule
 - License Law Link

CMap

(Course Management Application Program)

- All courses must be set up in CMap under ***Manage Course Schedules*** at least seven (7) days prior to the course offering.
- All credit must be reported in CMap under ***Manage Course Credit*** using the following deadlines:
 - Salesperson Prelicense – within three (3) days of course completion
 - Post License – within three (3) days of course completion
 - Broker Prelicense – within three (3) days of course completion
 - Reciprocal Salesperson Prelicense – within three (3) days of course completion
 - Reciprocal Broker Prelicense – within three (3) days of course completion
 - Continuing Education – within 10 days of course completion
- Screen shots of CMap are found on the following pages.

The screenshot shows the homepage for the Alabama Real Estate Commission's Online Services. At the top, there is a navigation menu with links for Home, Contact Us, Site Map, and Español. Below this is the commission's logo and a secondary menu with links for ABOUT US, LEGAL, LICENSING, EDUCATION, ONLINE SERVICES, and FORMS & INFO. The main heading is "Online Services".

ONLINE SERVICES

Online Services

- Check CE Credit
- License Renewal
- License Transfer (Activate, Inactivate and Name Change)
- Certification of Licensure (License History) Print your OFFICIAL Certification of Licensure now. Certification of Licensure will NOT be mailed from the Alabama Real Estate Commission.
- Change Home Address, Telephone and Email
- Change Company Telephone and Email
- Instructor Renewal
- Education Management (CMap)
- Classroom and CE Course Applications

START

Real Estate Course Search

- Salesperson Prelicense
- Post License
- Broker Prelicense
- CE Courses

START

List Request Service

- Lists contain data for licensed real estate agents, approved instructors and schools, and persons who passed the last month's exams.
- Lists are ASCII text files that are comma delimited for easy import into a database, spreadsheet or word processor.
- Download lists now. Lists will NOT be mailed from the Alabama Real Estate Commission.
- Please check our [FAQ](#) for quick answers to questions.

START

At the bottom of the page, there are logos for American Express, Discover, Mastercard, and Visa.

The screenshot shows the login page for the Alabama Real Estate Commission. At the top, there is the commission's logo and the text "ALABAMA Real Estate Commission".

Login For All AREC Services

License Number:

Last 4 Digits of SSN:

Date of Birth (MM/DD/YYYY):

Email Us
Email: info@arec.state.al.us

Alabama Real Estate Commission, Montgomery, AL 36106-3074
Telephone (334) 242-8444, TTY (334) 298-0264, Fax (334) 270-8111

Alabama Real Estate Commission
 Legal Licensing Education Online Services

Course Management
 Application Program

Course Schedules

VANDELAY SCHOOL OF REAL ESTATE
 999 W. 15th STREET
 MONTGOMERY, AL 36106

Instructor/Course: ART VANDELAY - 60 HOUR SALESPERSON PRELICENSE [005] (60 hours)

Start Date: Apr 10 2007 Start Time: 06:00 PM
 End Date: Jul 12 2007 End Time: 09:00 PM

Exact Location: 999 W. 15th Street
 (ex: street, building, room)

City: Montgomery Days: Su M T W Th F Sa

Comments: Class will not meet July 3rd.

Entered Courses
 (Click the course number link to edit)

Course	Instructor	Location	Date	Time	Days	Remove?
No course schedule information entered.						

[Return to Main Menu](#)

Alabama Real Estate Commission
 Legal Licensing Education Online Services

Course Management
 Application Program

Course Schedules

VANDELAY SCHOOL OF REAL ESTATE
 999 W. 15th STREET
 MONTGOMERY, AL 36106

- Course Added to Working Set
- The database will NOT be updated until you select Commit

Instructor/Courses: Please Make Selection

Start Date: -- -- -- Start Time: -- --
 End Date: -- -- -- End Time: -- --

Exact Location:
 (ex: street, building, room)

City: Days: Su M T W Th F Sa


Comments:

Entered Courses
 (Click the course number link to edit)

Course	Instructor	Location	Date	Time	Days	Remove?
005	000041684	Montgomery	04/10/2007 - 07/12/2007	06:00 PM - 09:00 PM	T,Th	<input type="checkbox"/>

[Return to Main Menu](#)

Alabama Real Estate Commission
Legal Licensing Education Online Services

Course Management

Application Program

Course Schedules

VANDELAY SCHOOL OF REAL ESTATE
999 W. 15TH STREET
MONTGOMERY, AL 36106

- Database updated successfully.
- Inserted/Updated 1 course record(s), and removed 0 course record(s).

[Return to Course Schedule Management](#) [Return to Main Menu](#)

Philip Lasater, Executive Director | Email Us, Email Webmaster | Privacy Policy, © 2002 AREC | Alabama Real Estate Commission, Montgomery, AL 36106-3674 | Telephone (334) 242-6544, TTY (334) 396-0064, Fax (334) 270-9118

Alabama Real Estate Commission
Legal Licensing Education Online Services

Course Management

Application Program

Course Management Application Program

Main Menu

Welcome ART VANDELAY


Please choose from the following options:

[Manage Course Schedules](#)
[Manage Course Credit](#)
[Course Credit History](#)
[Return to Login](#)

Philip Lasater, Executive Director | Email Us, Email Webmaster | Privacy Policy, © 2002 AREC | Alabama Real Estate Commission, Montgomery, AL 36106-3674 | Telephone (334) 242-6544, TTY (334) 396-0064, Fax (334) 270-9118



Commission [Legal](#) [Licensing](#) [Education](#) [Online Services](#)




Course Management Application Program

Manage Course Credit

Please choose the school for which to manage course credit:

Vandelay School of Real Estate

Philip Lazarus, Executive Director | Email Us | Privacy Policy | Alabama Real Estate Commission, Montgomery, AL 36108-2674 | Telephone (334) 242-5544, TTY (334) 396-0084, Fax (334) 270-9118



Course Credit

VANDELAY SCHOOL OF REAL ESTATE
999 W. 15TH STREET
MONTGOMERY, AL 36106

Course/Instructor: [005] 60 HOUR PRELICENCE (60 hours) ART VANDELAY

Start Date: Oct 05 2004

Completion Date: Dec 16 2004

Student License Number:


-OR-

SSN / Full Name: [111-11-1111] / [Elaine Benes]

(Prelicense course)

Entered Course Credit					
Student	Name	Instructor	Course	Date	Remove?
No course credit entered.					

[Return to Main Menu](#)



Course Credit
 VANDELAY SCHOOL OF REAL ESTATE
 999 W. 15TH STREET
 MONTGOMERY, AL 36106

- Certificate Added to Working Set.
- The database will NOT be updated until you select Commit.

Course/Instructor: [005] 60 HOUR PRELICENCE (60 hours) / GO ART VANDELAY

Start Date: Oct 05 2004

Completion Date: Dec 16 2004

Student License Number:

-OR-

SSN / Full Name: /
 (Prelicense course)

Entered Course Credit					
Student	Name	Instructor	Course	Date	Remove?
PreLic	Elaine Benes	000011835	005	10/05/2004 - 12/16/2004	<input type="checkbox"/>

[Return to Main Menu](#)

Alabama Real Estate Commission
 Legal Licensing Education Online Services



Course Credit
 VANDELAY SCHOOL OF REAL ESTATE
 999 W. 15TH STREET
 MONTGOMERY, AL 36106

- Database updated successfully.
- Inserted 1 certificate record(s).

[Download Data File](#)

[Return to Course Credit Management](#) [Return to Main Menu](#)

D. Phillip Lasater Executive Director | Email Us | Privacy Policy | © 2002 AREC | Alabama Real Estate Commission Montgomery, AL 36106-3674 | Telephone (334) 242-5544, TTY (334) 396-0064, Fax (334)270-9113

Alabama Real Estate Commission
Legal Licensing Education Online Services

Course Management

Application Program

Course Management Application Program

Main Menu

Welcome, ART VANDELAY
Please choose from the following options:

[Manage Course Schedules](#)
[Manage Course Credit](#)
[Course Credit History](#)
[Return to Login](#)

D. Philip Lasater Executive Director Email Us Privacy Policy © 2002 AREC Alabama Real Estate Commission Montgomery, AL 36106-3674 Telephone (334) 242-5544, TTY (334) 396-0064, Fax: (334) 270-9113

Alabama Real Estate Commission
Legal Licensing Education Online Services

Course Management

Application Program

Course Credit History

Query parameters may be entered independently of one another or together to retrieve more specific information.

Start Date:

End Date:

AND / OR

License Number:

AND / OR

Course Number:

[Return to Main Menu](#)