

*****TO ALL BROKERS, BROKER-SALESPERSONS, SALESPERSONS AND REFERRAL AGENTS*****
IMPORTANT....NJ REAL ESTATE LICENSE RENEWAL NOTIFICATION

On, or about, **APRIL 01, 2015**, the NJ Real Estate Commission will begin the 2015 on-line license renewal process.

If your NJ Real Estate license expiration date is JUNE 30, 2015

- Before a license can be renewed, **all** Brokers (**BR**), Broker-Salespersons (**BR-SP**), Salespersons (**SP**), and Referral Agents (**RA**) must answer all questions on the Qualifying Questionnaire at the **On-line Licensing Services**. The on-line questionnaire will be available beginning on, or about, **April 01, 2015** at www.reconline.nj.gov
- Before being eligible to renew your license, **all** BR, BR-SP, and SP'S must first have satisfied the Continuing Education (**CE**) requirement of 12 credit hours total for the current biennial [two (2) year] timeframe.
 - SP licenses activated after July 01, 2014 (2nd half of biennial cycle) are exempt from completing CE.
 - **ANY** BR course, taken at any time during the biennial cycle, is eligible for exemption from CE.
 - RA's **are not** required to complete CE credit hours to renew as an RA, **BUT they must complete all CE for both the current, and prior (if applicable), biennial timeframe prior to changing from RA to SP, BR or BR-SP.**
- The required 12 credit hours **must** be completed as six (6) hours of **CORE** with two (2) of the six (6) **CORE** hours being in **ETHICS** & the remaining six (6) credit hours can be topics in **ELECTIVES, CORE or ETHICS**.
- All 12 credit hours, for the current biennial [two (2) year] timeframe, must be completed before the **DEADLINE: APRIL 30, 2015. Failure to comply will result in a mandatory \$200.00 late CE fee.**
- You may check your CE record, or view the list of continuing education providers, at [NJ CE](#)
- Complete all CE credit hours **AND** the on-line Qualifying Questionnaire before a license can be renewed.

If your license expiration date is JUNE 30, 2013 AND YOU WANT TO "REINSTATE**"**

- All 12 credit hours of CE **must** be completed as described in the block above.
- 12 CE's **must** be uploaded to your **2013 cycle** by your Education Provider.
- Answer all questions in the Qualifying Questionnaire to enable your broker to **reinstate** your license.
- **YOUR REINSTATED LICENSE "WILL EXPIRE" ON JUNE 30, 2015.**
- Once reinstated for 2013, follow the instructions listed in the blocked section above to renew for 2015.
- **THE ENTIRE PROCESS MUST BE COMPLETED ON, OR BEFORE, JUNE 30, 2015.**

IMPORTANT INFORMATION FOR "EMPLOYING BROKERS AND BROKERS OF RECORD"

- To begin the renewal process for your agency license, broker license, and the licenses related to your agency, go to NJDOBI Online Licensing Services at www.recbrokers.nj.gov
- Brokers may register their on-line account, login to their existing on-line account, or receive help in case of a forgotten Login ID or password www.recbrokers.nj.gov
- Payments **must** be made with a credit card (VISA or MasterCard) or electronic check. During the renewal process, immediate payment confirmation is displayed on-line and an e-mail confirmation is sent to the e-mail address provided.
- Return frequently to your on-line account during the renewal period, and check for additional licenses waiting to be renewed.
- For important updates, check the NJREC Commission website at www.dobi.nj.gov