

# School Files

Hawaii Real Estate Commission

March 2010

<http://www.hawaii.gov/hirec>

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## **PART B, 2009 - 2010 CORE COURSE**

Part B of the Commission's mandatory core course, 2009-2010, is expected to be available for offering in June 2010. The topic to be presented is "Discrimination in Fair Housing," and it will be offered with the 2010 Hawaii State Legislative Update.

The "train-the-trainer" sessions for Part B will be offered prior to June 2010. If any continuing education provider and instructor is interested in teaching Part B, the instructor must attend the "train-the-trainer" session, or view a recording of the session prior to teaching Part B. The instructor may also sit in on a course offering of Part B, and submit a signed certification that he or she attended the Part B course, and indicate the date, time and the instructor of the course. The dates and times for the train-the-trainer sessions will be announced in the near future. There will be one Oahu session and one Neighbor Island session, on an island yet to be determined.

## **INCREASE IN CE HOURS**

Two bills were introduced at the 2010 legislative session: SB2602 and HB2633. The difference between the two bills which increase the continuing education requirement for real estate licensees from ten to at least twenty hours in a two-year period, was the inclusion of the requirement of a high school diploma or its equivalent for real estate brokers and salespersons in the House version.

On March 9, 2010, SB2602 HD1 was given to Governor Linda Lingle to sign. This version increases the continuing education requirement from ten to at least twenty hours during the two-year period preceding the application for renewal. The high school diploma requirement was not included.

The as-yet-unnumbered Act will take effect on January 1, 2011.

The specifics of implementing the increase in continuing education hours will be determined by the Commission.

## CONTINUING EDUCATION

Recently, a couple of issues have arisen in dealing with the certifying and offering of continuing education elective courses. With the use of the Commission's Online Real Estate Continuing Education System ("CE Online System"), which debuted August 2009, Hawaii Administrative Rules, section 16-99-95 Duplicate continuing education hours is now being enforced. The data input into the CE Online System goes back to 1995. From 1995 forward, licensees may no longer take the same continuing education elective course for credit. The licensee may take the course any number of times, but may receive credit for the course only once. Class rosters must be created by the CE provider AS LICENSEES REGISTER for the course. The CE provider will be informed immediately whether or not the licensee has taken the course previously, and therefore, will not be able to register the licensee for the same course for continuing education credit.

Course updates should be made by the **course author** whenever and where applicable to course materials. These changes should be submitted to the Real Estate Branch for inclusion in the course file. If the course content is more than 25% different from the original course, **not including applicable law updates to the content**, the course is considered **not** substantially similar to the original course. To differentiate the original course from the updated course that is more than 25% different, please append the new biennium to the course title. For example, "ABCs of the Purchase Contract" is being renewed for the 2011-2012 biennium. The author should recertify the course as "ABCs of the Purchase Contract **2011-2012**" when submitting the course recertification application. For all continuing education elective courses being recertified this renewal year, please append the new biennium, "2011-2012", to the course title. This will differentiate the recertified course from the course certified for the previous biennium.

CE Providers – here is a summary of how to go about obtaining courses for your own course roster to offer to licensees.

### CE Elective Course

It is the author/owner of the CE course that is responsible to certify his or her course and submit the appropriate non-refundable application fee, and to recertify the course for the new biennium, if so desired. Normally, the CE Elective course application is submitted naming a specific CE Provider on the application. Once this particular CE Elective Course application is approved by the Commission's Education Review Committee ("ERC"), and a different, registered CE Provider would like to also offer the same course, this CE Provider will:

- 1) Submit written permission from the author/owner of the course which states the CE Provider has permission to offer the course, the specific offering dates should be noted, and the letter should be signed by the author/owner.
- 2) The REB staff will input the course into the CE Online System's database under that CE Provider.
- 3) No CE Elective Course application and application fee is necessary. (Note: this procedure is subject to review and may change in the near future.)

### Nationally Certified or Association of Real Estate License Law Officials (ARELLO) Certified Course

To use this application, the course must be a nationally-certified or ARELLO-certified course, and the verifying documentation must be included with the course application and fee. The course must be taught by a nationally certified instructor, **or** the course PROVIDER must also be

ARELLO-certified. ARELLO-certification of CE providers and instructors involves time and money. Most of our CE Providers are NOT ARELLO-certified.

If one of these nationally-certified or ARELLO-certified courses is brought in by, for example, the Hawaii Association of REALTORS®, and is certified for CE here, and a different CE Provider would like to offer this course:

- 1) The CE Provider must obtain written permission from the national organization or ARELLO to offer the course.
- 2) The CE Provider must submit the CE ELECTIVE COURSE APPLICATION and the non-refundable APPLICATION FEE.
- 3) The REB staff will approve the course application and input the course into the CE Online System under that CE Provider.

The above process also applies to Dearborn Real Estate courses, as all Dearborn real estate continuing education courses are ARELLO-certified.

The local Boards of REALTORS® are not considered affiliates of the National Association of REALTORS®, and therefore, must provide the completed Continuing Education Elective Course application and the applicable course fee, along with written authorization to offer the course.

### CERTIFYING A CONTINUING EDUCATION ELECTIVE COURSE

	Written authorization to offer course from author/owner of course	Continuing Education Elective Course Application	Nationally or ARELLO Certified Course Application	Application Fee	
				\$150/3 hours	\$25/3 hours
New Elective Course		<b>X</b> Submitted by author/owner		<b>X</b>	
Elective Course previously certified by author/owner	<b>X</b>				
Nationally or ARELLO Certified Course (taught by a nationally certified instructor certified by the NAR or its affiliates)	<b>X</b>		<b>X</b>		<b>X</b>
Nationally or ARELLO Certified Course (taught by a nationally certified instructor certified by BOMA, CAI or national organization approved by the Commission)	<b>X</b>		<b>X</b>		<b>X</b>
Nationally or ARELLO Certified Course and Provider certified by ARELLO	<b>X</b>		<b>X</b>		<b>X</b>
Nationally or ARELLO Certified Course ( <b>NOT</b> taught or provided by a nationally or ARELLO certified instructor or provider)	<b>X</b>	<b>X</b>		<b>X</b>	

## MY CE STATUS

All licensees should know how to go online and view their continuing education information at <http://pvl.ehawaii.gov/rece>.

The “Online Real Estate Continuing Education” system (system) provides Hawaii’s real estate licensees the ability to view the number of continuing education (“CE”) credit hours required and earned for the current licensing period, their CE history, and to search for future CE courses being offered by approved CE providers. Users can search for courses by provider, by course name, or by downloading an Adobe pdf document which allows the user to print a list of all available future courses. The Hawaii Administrative Rules, section 16-99-95, states that “. . .a licensee shall not take a continuing education course that is substantially similar to a course for which the licensee has already received a certificate.” This system allows users to make sure they don’t take duplicate courses for which they will not receive duplicate credit.

Via the system, real estate licensees can also access and reprint their own course completion certificates for the current and previous biennia, whereas in the past this needed to be done through the CE providers. Additionally, real estate broker entities can monitor and view the current CE credit hours, CE history, and license status of all their associated licensees. Since its release in August 2008, a new function also allows entities to download a Microsoft Excel file which includes the license number, licensee name, and the licensee’s next renewal date, core credits needed and elected credits needed for all associated licensees. The information provided in this database is especially helpful for monitoring associated licensees during license renewals. The system is updated daily and simple to use.

For questions or comments, please contact the Real Estate Branch at telephone 586-2643, email to [hirec@dcca.hawaii.gov](mailto:hirec@dcca.hawaii.gov), or by direct mail to 335 Merchant Street, Room 333, Honolulu, HI 96813.



## MY CE STATUS

All license candidates and licensees should know how to check their Continuing Education history on the Commission’s Online Real Estate Continuing Education System. Amazingly, there are still licensees who do NOT know about the Online Real Estate Continuing Education System.



Here’s a handy instruction sheet that may be given to those who need it.

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### WHAT’S MY CE HISTORY?

1. Go to [www.hawaii.gov/hirec](http://www.hawaii.gov/hirec)
2. Click on Online Real Estate Continuing Education (right side of page, in yellow)
3. Click on the link address <http://pvl.ehawaii.gov/rece/>
4. Click on “My CE Status”
5. Enter license number (RS or RB and 4-5 digits)
6. Enter the last 4 digits of Social Security Number, click “SUBMIT”
7. If what is displayed is not your complete CE history as you remember, click on “more” in the bottom right corner.

# ATTENTION PRELICENSE SCHOOLS AND INSTRUCTORS

## SURVEY

What do you think about raising the number of hours for the prelicense salesperson's curriculum to 120, and the prelicense broker's curriculum to 175? Or, what do you suggest as an increase in the number of hours for each curriculum?

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What topics would you add?

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What topics would you expand?

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Should a practical portion be added to the broker's prelicense curriculum wherein the broker candidates work on setting up a business plan for a brokerage? What types of activities should be included to make this a worthwhile, learning activity?

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Please return the completed survey to: Real Estate Branch, Attn: Diane Fujimura, 335 Merchant Street, Room 333, Honolulu, HI 96813

This is an exploratory survey, and does not mean that any of the above changes have been decided upon.

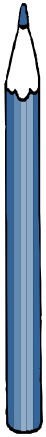
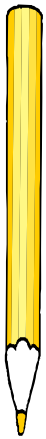
## CURRENT CE PROVIDERS

Abe Lee Seminars  
Akahi Real Estate Network LLC  
All Islands Real Estate School  
Americas Best  
Brian R. Thomas dba Edventures  
Career Webschool Cengage Learning, Inc.  
Carol Ball School of Real Estate  
Coldwell Banker Pacific Properties Real Estate School  
Continuing Ed Express LLC  
Dower School of Real Estate  
Ecobroker International  
Eddie Flores Real Estate Continuing Education  
ERA School of Real Estate a Division of SRH Inc.  
Fahrni School of Real Estate  
Hawaii Academy of Real Estate  
Hawaii Association of REALTORS®  
Hawaii CCIM Chapter  
Hawaii Institute of Real Estate  
Hawaii Island Board of REALTORS®  
Hogan School of Real Estate  
Honolulu Board of REALTORS®  
Institute of Real Estate Management  
Investment Property Exchange Services, Inc.  
Kauai Board of REALTORS®  
Kendalltodd, Inc.  
Kona Board of REALTORS®, Inc.  
Lorman Education Services  
Lynn W. Carlson  
Maui Community College – VITEC  
McKissock, LP  
Michael A. Abrams  
Pacific One Mortgage, Inc.  
Pacific Real Estate Institute  
Proschools, Inc.  
Ralph Foulger’s School of Real Estate  
REALTORS® Association of Maui Inc.  
REMI School of Real Estate  
Richard Daggett School of Real Estate  
Russ Goode Seminars  
Seiler School of Real Estate  
Servpro Industries, Inc.  
Shari S. Motooka-Higa  
The CE Shop, Inc.  
The Seminar Group  
University of Hawaii at Manoa Outreach College  
Vitousek Real Estate Schools, Inc.

## CURRENT PRELICENSURE SCHOOLS

Abe Lee Seminars  
Akahi Real Estate Network LLC  
All Islands Real Estate School  
Carol Ball School of Real Estate  
Coldwell Banker School of Real Estate  
Dower School of Real Estate  
Fahrni School of Real Estate  
Hawaii Academy of Real Estate  
Hawaii Institute of Real Estate  
Hudson Real Estate School  
Maui Community College – VITEC  
Proschools, Inc.  
Ralph Foulger’s School of Real Estate  
REMI School of Real Estate  
Seiler School of Real Estate  
University of Hawaii at Manoa Outreach College  
Vitousek Real Estate Schools





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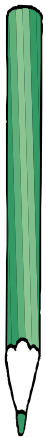
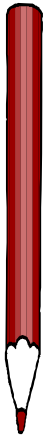
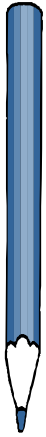
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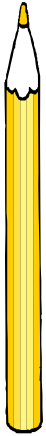
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**This material can be made available for individuals with special needs. Please call the Senior Real Estate Specialist at 586-2643 to submit your request.**

