

**21 NCAC 58H .0209 EXPIRATION AND RENEWAL OF EDUCATION PROVIDER
CERTIFICATION**

- (a) All education provider and public education provider certifications shall expire annually on June 30 following certification.
- (b) An education provider or public education provider seeking renewal of its certification shall submit an electronic application which shall include the following information:
 - (1) the education provider or public education provider's:
 - (A) name;
 - (B) number;
 - (C) mailing address;
 - (D) telephone number; and
 - (E) website address, if applicable; and
 - (2) the education director's name and signature;
 - (3) all approved real estate courses offered;
 - (4) a copy of the education provider's Policies and Procedures Disclosure, if applicable; and
 - (5) a certification that the course meets the requirements of this Subchapter.
- (c) Public education providers shall not be charged any fees to renew the education provider certification or course renewal.
- (d) The education provider certification renewal fee shall be one hundred dollars (\$100.00) for each education provider location.
- (e) The renewal fee for an education provider to offer a Prelicensing or Postlicensing course at any of its locations during the licensed period shall be twenty-five dollars (\$25.00) per Prelicensing or Postlicensing course.
- (f) The renewal fee for an education provider to renew an approved continuing education elective course shall be fifty dollars (\$50.00) per elective course.
- (g) The materials fee for an education provider to renew an Update course approval shall be one hundred dollars (\$100.00).
- (h) If an education provider or public education provider certification has expired, the education provider shall submit an application for original certification pursuant to Rule .0202 of this Subchapter.
- (i) Commission approval of all continuing education courses shall expire on June 30. In order to obtain approval for an expired continuing education course, an education provider shall submit an original application pursuant to Rule .0401 of this Subchapter.
- (j) If an education provider transfers an aggregate of 50 percent or more of the ownership interest, the education provider shall notify the Commission in writing within 10 days of the transfer.
- (k) On or before July 1, 2021, all education providers shall modify approved courses to comply with this Subchapter.

History Note: *Authority G.S. 93A-3(f); 93A-4; 93A-33; 93A-34(b); 93A-35(b); 93A-36; 93A-38.5(d);*
 Eff. July 1, 2017;
 Amended Eff. January 1, 2022; January 1, 2021; July 1, 2020; July 1, 2019.