

Did you know?

With complex topics especially, it's important for students to understand the "why" and "how" behind the "what."

In real estate, situational changes can affect entire transactions.

Content + Context = Increased Clarity



Did you know?

Post-licensing and continuing education are mutually exclusive.

One does not count for the other!

Please DO NOT tell post-license students they don't have to take CE in their first year.

- **They might be required to, depending on when their license was issued.**
- **What prompts the need for CE is an upcoming second renewal of their license.**

Did you know?

**A list of learning objectives
is not the same as a course outline.**

A learning objective is a complete sentence, with an action word tied to a concept, together pointing toward a goal.

An outline describes the steps in reaching that goal or realizing each of the statements from the list of learning objectives.

Did you know?

When renewing your various licenses and course approvals, you need to send a separate check for each item.

When sending one check with a stack of renewal applications, all of the renewals can be held up if there is a problem with even one of them, because they are all tied to the same check.

- ✓ **Having separate checks for each renewal prevents delays.**

Did you know?

The AREC Approved Course List now has a column with the expiration date for each course, so you can track your renewal timelines more easily. See <https://arec.arkansas.gov/education/approved-course-list/>.



Did you know?

All certificates of course completion must have:

- | | |
|---|---------------------------------------|
| 1) The student's name | 5) The course name |
| 2) The student's license number | 6) The course number |
| Exception: Pre-license students will not have a number | 7) The date of course completion |
| 3) The school's name | 8) The instructor's or PI's signature |
| 4) The school's license number | |

Without a complete and correct certificate, students will not earn credit.

Did you know?

**A post-license course does not count until
that person actually has their license.**

**Anyone who completes a post-license course
before they have their license,
will have to repeat that course.**

**Please make sure all your post-license students have a valid license before
enrolling them.**

Did you know?

The deadline for submitting school and instructor renewals is March 31 of each year.

The deadline for submitting course renewals is 30 days prior to the course's expiration – which may or may not coincide with March 31.

If there are substantive changes to your course outline, you need to submit the renewal at least 60 days prior to the course expiration.

Did you know?

AREC recommends at least 3 references to be included with every course:

- 1) Arkansas Real Estate License Law (available on the home page of arec.arkansas.gov);**
- 2) Commission Rules (available on the home page of arec.arkansas.gov); and**
- 3) An industry source such as ARELLO, NAR, etc.**

It is important to include references in your courses so students will have an understanding of why something is important and how it is monitored and/or enforced.

Did you know?

You may download, print, and distribute the AREC at-a-glance guides for administrative, educational, or business purposes.

We just ask that you do not alter them in any way.

PLE and CE: Educational Requirements for New Licensees

Every newly licensed salesperson needs to complete their 18-hour post-license education (PLE) at the end of the sixth month following the issuance of their license. They must start taking continuing education (CE) after their first renewal. In other words, when someone goes to renew their license for the second time, they have to have completed CE in that same calendar year. This means that some candidates will have to take both post-license education and CE all in the same 12-month period, while others will have more time. What triggers CE as a requirement is an upcoming second renewal, so...

| If someone becomes licensed | Their PLE would be due | Their first license renewal would be | Their second license renewal would be | Their first round of CE must be completed | In order to stay active in the year |
|-----------------------------|------------------------|--------------------------------------|---------------------------------------|---|-------------------------------------|
| October 15, 2024 | April 30, 2025 | Prior to or on December 31, 2024 | July 15 to September 30, 2025 | Before renewing their license in 2025 | 2025 |
| December 27, 2024 | June 30, 2025 | Prior to or on December 31, 2024 | July 15 to September 30, 2025 | Before renewing their license in 2025 | 2025 |
| January 9, 2025 | July 30, 2025 | July 15 to | July 15 to | Before renewing | |
| June 1, 2025 | December 31, 2025 | | | | |
| November 1, 2025 | May 31, 2026 | | | | |
| February 12, 2026 | September 30, 2026 | | | | |

The Arkansas Real Estate License Pathway

2025
 Arkansas Real Estate Commission
 612 S. Summit Street
 Little Rock, AR 72201-4740
 Website: <https://arec.arkansas.gov>
 Applications Email Contact: AREC.Applications@arec.arkansas.gov
 Main Phone: (501) 883-8070



Steps to Obtaining an Arkansas Real Estate Salesperson's License

1. Complete 60 hours of real estate coursework (Pre-License Education).
 2. Complete AREC salesperson application along with background check information.
 3. Look for an AREC email authorizing you to sit for the exam and get fingerprinted.
 4. Pass the exam.
 5. Send completed forms and fees to AREC within 90 days of passing the exam.
 6. Complete Post-License Education (PLE) within 6 months of the date your license is issued.
 7. Every year, complete 7 hours of continuing education (CE) by December 31.
- See the Licensing tab on our website (arec.arkansas.gov) for full details on licensing requirements.



License Statuses and Contingencies

Active
 Licensed and able to practice. Passed exam, paid fees, completed forms, acceptable background check, completed post-license education, completed CE, and affiliated with a licensed broker.

Inactive
 Licensed but not able to practice. This may be due to separation from brokerage, failing to complete and/or send certificate of completion for education voluntarily.

Expired
 No longer fees were.

Note that website (download Commission Information) See "Licenses" just below

The approval of Arkansas real estate license courses is based on the content itself, the method of delivery, and the means of measuring both engagement and learning.

Everything in the course must tie back to Arkansas Law and License Rules; Commission Rules; every component must reflect and reinforce the language and expectations of the others.

Effective Course Creation: Requirements, Objective Statements, and Course Outlines

Step 1. Start with the requirements

- If this is a required course, have you planned for all the required topics?
- If this is CE, how does it specifically tie back to Arkansas Real Estate Law?
- What resources will you use to teach the course, and have you included them on your references page?
- Do you need ARELLO certification?

Step 2. Write your objective statements

- Base these on the requirements identified in step 1.
- Include a verb and a course topic.
- Vary the level of mastery for each topic (understand, recall, describe, explain, calculate, evaluate, etc.).
- Do Commission Rules need to be included?

Step 3. Develop your course outline

- Describe how, specifically, you as the instructor plan to help the learners rise to the occasion and fulfill the objectives.
- Include methods, timing, and other pertinent details.
- Remember to include a list of references (Arkansas Law, Commission Rules, and at least one other).



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Did you know?

**Applicants do not have to wait
for fingerprinting before
taking the real estate exam.**

Did you know?

**We do not need flash drives attached to
your applications and renewals!
Please do not send them.**

Did you know?

Applicants receive a discount for paying for both exams at the same time, even if they are scheduling for separate days.

Did you know?

**Both Active and Inactive Licensees now
appear on the AREC Roster.**