

**From:** Pam Rorie [mailto:Pam@NCREC.GOV]  
**Sent:** Friday, September 28, 2018 9:09 AM  
**To:** Larisa Phillips <lphillips@cre.org>  
**Cc:** Latoya Simms <Latoya@NCREC.GOV>  
**Subject:** NCREC RE: Continuing Education Elective Course Application Request

September 28, 2018

Larisa K. Phillips  
THE COUNSELORS OF REAL ESTATE  
CHICAGO, IL 60611

Dear Ms. Phillips:

The Education and Licensing Division has evaluated THE COUNSELORS OF REAL ESTATE's application for continuing education elective course approval for *The Counselors of Real Estate 2018 Annual Convention*. However, the course cannot be approved as submitted.

Specifically, 21 NCAC 58H .0406 and .0407 have definite elements that are required for the approval of proposed elective courses:

**58H .0406(c)** The application for original approval shall be accompanied by a copy of **the course guide, which shall include course objectives, learning objectives for each topic, a timed outline, instructional methods and aids to be employed, and all materials that will be provided to students.**

**58H .0407(a)** Continuing education elective courses shall:

- (1) cover subject matter related to real estate brokerage practice and offer knowledge or skills that will enable brokers to better serve real estate consumers and the public interest;
- (2) consist of at least four hours of instruction;
- (3) offer four continuing education credit hours;
- (4) **include handout materials for students that provide the information to be presented in the course...**

The attachment included with the application form (simply the convention agenda) does not satisfy these rule requirements; therefore, this application is inappropriate for approval as a NC real estate continuing education elective course.

Thank you for your interest in the Commission's real estate continuing education program.

Sincerely yours,

**Pamela R. Rorie**  
Continuing Education Officer  
North Carolina Real Estate Commission  
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