



# BOUNDARY LINES

A LOUISIANA REAL ESTATE COMMISSION MONTHLY NEWSLETTER

## Chairman's corner



## REAL ESTATE EDUCATION

### Where We Are Now

All professions, including legal, medical and financial planning require their licensees to take advantage of continuing education to upgrade their respective professions and provide a better level of service to the public. The professional practice of real estate is no exception. In Louisiana, all active real estate licensees must complete a total of twelve (12) hours of continuing education annually, inclusive of a four (4) hour mandatory topic selected by the Commission. In conjunction with this legal requirement, your Louisiana Real Estate Commission is committed to providing the best educational opportunities possible for all our licensees.

Your LREC has approved over 700 continuing education courses to provide our licensees with an extensive "cafeteria" of topics

and course vendors from which the licensee can choose. Courses can be taken in a live classroom setting or online. The annual mandatory course is developed by an outside professional course developer, selected through a Request for Proposal process to promote competitive excellence.

A new forty-five (45) hour post-licensing course, developed with input from subject matter experts covering all phases of real estate practice, is now being completed and will replace all current post license offerings beginning January 1. Initial reviews of our updated Post-License course indicate it will be the most comprehensive course of its kind in the nation!

If you haven't completed your CE for 2013, now is a great time to start. You can easily access your education records on our website. We now offer electronic reporting for schools and vendors offering continuing education courses, which enable us to update your education record as they report on a monthly basis. Keep in mind, if you just completed a course, credit will not show up in your LREC file until reported by the course provider after month end.

Remember, if your course provider and/or the Commission cannot identify who you are, you may get caught up in a year end CE audit which will require you to then furnish certificates as proof of completion.

In fulfilling our core mission of providing quality education to our licensees, we want your input on any topics or delivery methods you feel would benefit the profession. Call or email us at any time with your ideas. We welcome and encourage your thoughts!

### HIGHLIGHTS: THIS ISSUE

Chairman's Corner

Avoid the Audit

CE Myths

Before You Renewal

Sincerely,  
Pat Caffery





## Continuing Education Audit Mistakes

*Every year, the Louisiana Real Estate Commission performs an audit to ensure that licensees practicing real estate in Louisiana have obtained the required continuing and post-license education hours. Through education, we can ensure that every licensee is up to date on industry standards and has a clear understanding of the do's and don'ts that regulate our industry.*

*Those licensees who fail to obtain the required twelve (12) hours of continuing education before renewing their license or licensees who failed to obtain the forty-five (45) hour post-licensing course within 180 days of being issued a salesperson's license or upgraded broker's license face a sanction that will include: license censure and a \$325 fine. The licensee will also be required to make up the necessary coursework to meet the minimum hour criteria.*

A salesperson who only obtained the four (4) hour mandatory course was caught in the 2011 audit, being short the required eight (8) hours of elective courses. After the renewal process, the LREC performed the audit, and the case was opened in 2012. The licensee was notified in July of 2012, and he signed the Stipulations and Consent Order, paid the \$325 fine and agreed that the eight (8) hours that he took in the early part of 2012 would be used to satisfy the Consent Order.

The eight (8) hours that were completed in February of 2012 were reapplied by the Education Department as 2011 elective hours to satisfy the Consent Order. In December of 2012, the licensee began the process of renewing his license, and he had numerous certificates from 2, 3 and 4 hour courses that totaled eighteen (18) hours. The four (4) hour course certificate was the Mandatory Course, so he felt he was in

compliance and submitted his renewal application for 2013. However, upon further inspection, it was determined that eight (8) of the eighteen (18) hours that he took in 2012 had been reapplied to 2011. On July 12, 2013, he received a letter from LREC stating he was a second-time offender. The licensee was then required to obtain an additional eight (8) hours to satisfy this new order and was fined \$575 (double fine of \$250 = \$500 plus \$75 admin fee = \$575).

If this person fails to take the required twelve (12) hours of continuing education in the future, appropriate disciplinary action will be determined by the Commission during a formal hearing.

- Marsha Stafford

## JUNE citations

### Citations issued from June 1 to June 30, 2013:

The Investigation Division issued 18 advertising citations during the month of June. The following list details the citations that were issued (most citations are issued with multiple violations):

11

**2501.A.** - Failure To Identify Listing Broker In Advertisement

3

**2501.B.** - Failure To Place Broker's Phone No. In Advertisement

2

**2501.G3.** - Team Advertising Violation

2

**2509.A.** - Advertising Violations by Franchises

1

**2515.C.3** - No City, State, Country in Website Advertisement

2

**2515.C.4** - No Jurisdiction Shown in Website Advertisement

- Robert Maynor

## AVOID the AUDIT

### LREC Hearing Examiner's Tips on Avoiding the Education Audit

1

Take education hours earlier in the year.

2

Check the record of courses you have completed by viewing your record on LREC's website: Go to **Licensing**, then click on **License Search**. Enter your name, and click on **View Education History Record**. Note that the left column provides the date the class was taken and the far right column shows the year that it was applied.

3

Ensure that you took the correct (4) four hour Mandatory Course (the title of the course always includes the current year and the word *mandatory*. Example: Louisiana Real Estate Contracts – 2013 Mandatory.)

4

Ensure that you have finished the entire online course by submitting your evaluation and printing a copy of the course certificate.

5

You should retain copies of your certificates in case you are asked to verify that you are in compliance.

- Marsha Stafford

# FIVE COMMON MYTHS ABOUT YOUR ANNUAL CONTINUING EDUCATION REQUIREMENT

### **1. The forty-five (45) hour post-license course includes the mandatory topic.**

False. While the forty-five (45) hour post-licensing course may touch on some portion of the mandatory topic, it does not satisfy the requirement of the mandatory topic. A licensee who completed the forty-five (45) hour post-license course will receive eight (8) hours of continuing education but will still need to complete the four (4) hour mandatory topic to satisfy the continuing education requirement.

### **2. Licensees receive duplicate credit for attending the same course through the same vendor if the courses are taught by different instructors.**

False. Chapter 55, Subsection 5529.C. of the Commission's Rules and Regulations states a licensee shall not receive duplicate credit for attending the same continuing education course from the same vendor in the same year. This means even if different instructors teach the course, licensees can only receive credit once.

### **3. Individuals who get licensed in the last quarter or month of a year are not required to complete any continuing education.**

False. All active resident (and non-resident who are not reciprocal) licensees are obligated to complete twelve (12) hours of continuing education, including the four (4) hour mandatory topic. Again, licensees can receive eight (8) hours of continuing education credit during the same year they complete the

forty-five (45) hour post-license course, but they will still need to complete the four (4) hour mandatory topic. This means that if an individual is licensed on December 15 of a given year, he/she would still be required to complete twelve (12) hours of continuing education, including the four (4) hour mandatory topic.

### **4. By completing a four (4) hour Quadrennial Ethics course, I have satisfied the Commission's mandatory topic.**

False. While this course may be a requirement of an association with which a licensee is affiliated, it does not take the place of the Commission's mandatory topic. Licensees may receive credit for this course if the course was approved by the Commission's Education Division for continuing education hours.

### **5. Individuals who pay for and start taking the continuing education course prior to renewal are in compliance, regardless of when they complete the course work.**

False. Licensees must complete the required continuing education hours prior to December 31 or their delinquent renewal date. Licensees will not receive credit until the course work is completed and the certificate has been issued. This means that a licensee who starts their education prior to December 31 would be in violation if he/she completed the course work after renewing.

- Robert Maynor



# REMINDER

# EDUCATE YOURSELF BEFORE YOU RENEW

As the housing market has steadied itself once again, licensees may be finding themselves busier than they have been in the past few years—however, it should be noted that we are only five months from renewal season.

It's important that licensees start now to ensure that they have the required Continuing and Post-License education hours to renew their licenses for 2014.

As a reminder, this year's required Continuing Education topic is *Louisiana Real Estate Contracts: Featuring the New Residential Agreement to Buy or Sell*.



Follow us for all the latest updates!



## Commissioners & Contributors

**Bobby Jindal**  
Governor

**Patrick T. Caffery, Jr. (New Iberia)**  
Chairman

**Paul Burns (Baton Rouge)**  
Vice Chairman

**James Gosslee (Shreveport)**  
Secretary

**Mike Bono (Lake Charles)**  
Commissioner

**Cynthia Stafford (Gonzales)**  
Commissioner

**Bruce Unangst**  
Executive Director

**Lynda Nugent Smith (New Orleans)**  
Commissioner

**Timothy J. Flavin (Lake Charles)**  
Commissioner

**Archie Carraway (Oak Grove)**  
Commissioner

**Evelyn Wolford (New Orleans)**  
Commissioner

**Frank Trapani (New Orleans)**  
Commissioner

**Rod Noles (Alexandria)**  
Commissioner

**Arlene Edwards**  
Legal Counsel

Contributors:

**Robert Maynor**  
Director, Inv

**Marsha Stafford**  
Hearing Examiner

**Les Patin**  
Editor

