



North Dakota Real Estate Commission  
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[www.realestatend.org](http://www.realestatend.org)

# Email Certificate -- 2021

To: Tony Bowers [contact@atyourpaceonline.com](mailto:contact@atyourpaceonline.com)  
 At Your Pace Online

From: Jeanne Prom, Executive Director

Date: October 24, 2019

Re: **Course approvals – 21-035 through 21-036 for next CE cycle**

**This email memo serves as the certificate of accreditation granted for each of the courses listed below, beginning November 16, 2019.**

	Name of course	Credits	Course # on 11.16.19 to 11.15.21	Course # through 11.15.19 -- CENOV-
1	North Dakota 6-hour Real Estate Financing	6	21-041	19-947
2	North Dakota 3-hour Real Estate Agency Course	3	21-042	19-948

**All courses listed above are approved with these course numbers beginning November 16, 2019 and continuing through November 15, 2021**, providing the online courses maintain current certification from ARELLO and comply with North Dakota Administrative Rules 70-02-04-23 and all other North Dakota real estate laws and rules.

Unless exempted or updated by new rules, active resident licensees must complete 9 hours of commission-approved continuing education from November 16, 2019 through November 15, 2020, the current continuing education cycle.

The 9 hours must include 3 hours on **risk management, the mandatory course topic for the 2019-2020 CE cycle**. All of the approved courses, above, are approved as *elective*, and *not mandatory*, courses from November 16, 2019 through November 15, 2020.

**Please review if any of your courses cover risk management. If any do, please let me know so I can review and offer them as mandatory courses from November 16, 2019 through November 15, 2020.**

Please issue certificates to licensees completing the course and submit to the commission a list of licensees receiving certificates for this class. To receive a certificate and real estate continuing education credit, licensees must meet the attendance requirement in 70-02-04-21(1) of the Administrative Code, which is built into online course completion:

### **Continuing Education Certificate of Attendance**

All schools, seminars, and workshops shall provide an individual certificate of attendance to each licensee upon completion of the educational program or training session under the following conditions:

1. No certificate of attendance shall be issued to a licensee who is absent for more than ten per cent of the classroom hours.

If you have any questions or comments, please contact me at 701.328.9737. Thank you for offering this continuing education.