



Dear Real Estate Education Providers,

The Office of Professional Licensure and Certification is partnering with CE Broker to track all continuing education for New Hampshire licensees. Please refer to this [step-by-step guide](#) to assist you in setting up your account (note some previously approved providers and courses are already imported into the system. If you receive an email from CE Broker, simply follow the prompts to create your login credentials).

1. Visit cebroker.com/providers
2. Choose **New Hampshire** from the drop-down menu and click **Get Started**
3. Select the **Real Estate Commission**, review the requirements and click **Register**.

Please keep track of your login information for future use.

Requirements for Providers seeking individual education course approval - Providers may submit individual courses for approval. The Course Provider does the course application and *then* does the instructor application per course. Each course carries a \$100 application for each course. These courses are approved for two years. Once courses are approved by the OPLC you will receive notification and the course is listed in the provider account and providers can report course completions.

Requirements for Providers seeking education instructor approval – When registering as a board-approved Education Instructor, CE Broker will lead you through a simple registration process. You will be asked to submit a provider profile, contact information, and all courses that will electronically route to licensing for approval. Accreditation is good for two years.

If you have any questions regarding setting up an account, contact CE Broker at 877-464-6223. For all other questions, please contact OPLC at customersupport@oplcnh.gov.

Thank you,

Office of Professional Licensure and Certification





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