

# **I am a real estate broker in a state that DOES NOT have a reciprocal agreement with Ohio. How can I obtain an Ohio real estate broker's license?**

## **Qualifications for an Ohio Broker's License:**

1. Applicant must hold an active broker's license for two of the last five years.
2. Applicant must take four pre-licensure courses in a **classroom** setting at an institution of higher education:
  - Ohio Real Estate Law (40 hours)
  - Real Estate Principles & Practices (40 hours)
  - Real Estate Appraisal (20 hours)
  - Real Estate Finance (20 hours)
3. Applicant must possess a minimum of two years of post-secondary education, or a total of sixty (60) semester hours or ninety (90) quarter hours from an accredited college or university.
4. Take the following four **required** courses at an accredited college or university. These courses may be included in your post-secondary education:
  - A Financial Management course
  - A Human Resources or Personal Management course
  - An Applied Business Economics course
  - A Business Law course

## **An applicant for an Ohio broker's license should submit:**

1. A [Broker Examination Application](#) with \$100.00 fee
2. A [Consent to Service of Process](#) form
3. A letter of good standing from the state of licensure.
4. Proof of completion of the four pre-licensure courses.
5. College transcripts, which include a minimum of two years of post-secondary education, or a total of sixty (60) semester hours or ninety (90) quarter hours, including a Financial Management course, a Human Resources or Personal Management course, an Applied Business Economics course and a Business Law course.

When the Division receives a complete application, the applicant's information will be sent to the testing vendor. The testing vendor will process the information and send a Candidate Information Bulletin with instructions on scheduling the test.

The applicant must pass both the State and National portions of the Ohio Real Estate Broker exam in order for a license to be issued. Passing score: 75

NOTE: Principal brokers shall be required to maintain an active place of business in the reciprocal state and escrow/trust accounts as required by the statutes of both states. The place of business must be a physical location. A post office box is not acceptable.