

# Florida Realtors® Board Certified Professional Endorsement

The Florida Realtors® Board Certified Professional Endorsement is a program that defines competence in the real estate industry in Florida, thereby raising the bar of professionalism for the public, the consumer, and the member.



## Earning Your Endorsement

All applicants are required to meet established criteria which demonstrate a high standard of excellence. All certificates and supporting documents will be uploaded to the application. For a smoother application process, compile certificates or screenshots of all supporting documents ahead of time. **The application does not allow for any substitutions on any of the requirements.**

### → How does it work?

- Applicants who meet the minimum criteria will upload supporting documents to the application portal and submit their application
- Supporting documents are categorized into 4 components
  - Education
  - Engagement
  - Exam
  - Endorsement
- Documents will be verified and graded on a point system
- Those who pass will be contacted for a 15-question personal phone interview
- If approved, the applicant will pay a one-time fee of \$795 and be awarded their endorsement
  - Every 2 years there will be a \$395 recertification fee

### → Minimum Criteria

- Active valid Florida Real Estate License
- Active valid Florida Realtors® member status
- No FREC violations which resulted in revocation, suspension, OR probation of real estate or real estate related license
- No COE violations within 3 years of the application
- Minimum 5 years consecutive tenure as active Realtor® member
- Complied with NAR triennial requirements - current
- Complied with NAR COE SOP 10-5 within 1 year of application
- Sign attestation document confirming information provided is accurate and truthful and agree to social media spot checks for NAR COE SOP 10-5
- List of Social Media Platforms
- Provide a course completion for at least one of the following courses within two years of application:
  - Completing an Effective Purchase & Sales Contract
  - Contract for Residential Sale & Purchase
  - Florida Realtors® Florida Bar Contract for Sale & Purchase
  - Comparable Local Realtor® Association/Board Course
- Provide proof of a minimum of 10 real estate transactions OR have a minimum of \$5 million in sales volume within 2 years of application using a SOLD MLS printout or SOLD MLS report

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## ACCEPTABLE DOCUMENTS FOR EACH COMPONENT ARE LISTED BELOW

Applicants who earn at least the **minimum** passing points for each component will be required to pass a **15-question personal phone interview**

### → Education Component

**60 points minimum to pass**

- NAR C2EX Program Completion - 10 pts
- NAR "Fairhaven" Program Completion - 10 pts
- FR CE Express Professional Success Transaction by Transaction - 5 pts
- FR CE Express Best Practices for RE Professionals class - 5 pts
- GRI Designation - 20 pts
- NAR Designation (Max 2) - 20 pts each / 40 pts total
- NAR Certification (Max 2) - 10 pts each / 20 pts total
- Leadership Training (Max 2) - 5 pts
- Florida Realtors® Leadership Academy (Year Graduated) - 15 pts
- Real Estate Master's Degree [OR](#) Law Degree [OR](#) PhD [OR](#) CRE - 10 pts
- Continuing Education hours above 14-hour Requirement (Max 2 classes) - 5 pts each / 10 pts total
  - Screenshot of DBPR education history is acceptable
  - Pre-license education is not acceptable

### → Engagement Component

**20 points minimum to pass - 1 leadership role required!**

**Activity must have been accomplished within last 2 years of application**

- Community Engagement (Max 2 roles) - 5 pts each / 10 pts total
  - At least ONE Leadership Role in the community with a leadership title in which you have control over a group within an organization or an organization itself. This should be a prominent role which helps the organization accomplish its goals. The organization can be non-profit or private and does NOT need to be realtor related. The leadership role SHOULD NOT provide ANY monetary or financial gain to YOU, but should reflect involvement that benefits the community.
- Community Project - 10 pts
  - 400-word MAX narrative providing brief overview of goal/mission, list of those involved, summary of why the project was important, and final analysis
- Local/State/National Engagement (Max 5 roles) - 2 pts each / 10 pts total 
  - A letter from a staff person or other representative of the organization
- Florida Realtors® Honor Society [OR](#) Florida Realtors® PAC Major Investor - 15 pts
  - Investment must be on file the year prior to the start of the application

#### Acceptable involvements include:

1. Professional Development Committee
2. Leadership Committee/Leadership Academy Committee
3. Grievance Committee
4. Professional Standards Committee
5. Realtor Outreach Committee
6. RPAC Committee
7. President/Officer Position
8. Realtor® of the Year
9. FREC/FREAB Commissioner
10. County Commission/School Board/ Appointed Office
11. General Membership Meeting
12. FR/NAR Annual Convention Attendance
13. FR/NAR Annual Mid-Winter Meeting Attendance
14. GARD Attendance
15. FREC Meeting Attendance
16. RPAC Investor

### → Exam Component

**90 points minimum to pass**

- Download, complete, and upload the FR/BAR "AS-IS" contract to the application

### → Endorsement Component

**30 points minimum to pass**

**Activity must have been accomplished within last 2 years of application.**

**\*Self endorsements or recommendations are not permitted.**

- Broker recommendation letter - 5 pts
- 3 Peer Endorsements from the last 3 completed transactions - 5 pts each / 15 pts total
  - A downloadable form can be found in the application
  - Can be from the Title Company, Lender, Home Inspector, Cooperating Agents, or Appraiser
- 3 Consumer Endorsement from recent transactions - 5 pts each / 15 pts total
  - A downloadable form can be found in the application
- Social Media Shout Outs (Max 5) - 2 pts each / 10 pts total
  - Screenshots are acceptable
  - Shout Outs should be Client/Peer comments focused on professional service provided

**PLEASE NOTE: IF YOU DO NOT MEET THE MINIMUM CRITERIA, YOU SHOULD NOT APPLY AT THIS TIME**