

Completion Certificate Requirements

Submit a copy of the **proposed continuing education activity completion certificate (See example below)**, which can be no larger than 8 2 inches by 11 inches and provides for the following information:

- a) The name, identification number and license type of the licensee.
- b) The title of the continuing education activity including its Nebraska Real Estate Commission assigned 4-digit activity approval/content number.
- c) The date(s) on which the activity was offered.
- d) The name of the Provider.
- e) A statement that the licensee was in attendance for an amount of time specified.
- f) **A statement indicating satisfactory completion of the examination must appear on the certificates of courses indicating non-optional examinations as a part of the activity outline.**
- g) The fact that the program is approved by the Nebraska Real Estate Commission must be clearly stated.
- h) **All information on activity completion certificates must be printed in ink and filled out completely prior to distributing to students. Format may be changed, but mandatory content as listed is required.**

Certificate of Completion

This Course Completion Certificate is evidence of Successful Completion of Course (Class # and Content Title Provided by the Nebraska Real Estate Commission)

By:

(Licensees full name, license number, type of license)

At: (City/State) On: (Date)

This activity has been granted ___ hours of (Type of education, Pre-license CE, CAT) education by the Nebraska Real Estate Commission

Name of Activity Provider as Filed with the Commission

Please retain this certificate as evidence of your completion of this activity

Provider signature

Date