

The Professional Development Program (PDP) is changing as of January 1, 2020, with the aim of giving you more flexibility in your professional development. BCREA and your board will provide you with resources and support throughout the transition to the new PDP framework. Below you can find frequently asked questions about the changes and how they'll apply to you.

## » General



### **1. Why the change from credits to hours of professional development?**

This change simplifies the PDP. Instead of receiving credits based on the content or type of learning opportunity, you'll be recognized for hours of learning, in one-hour increments.

### **2. How many hours will I need to complete?**

You will need to complete 18 hours of professional development in each PDP cycle, of which at least 12 hours are accredited learning. You can choose whether the rest of your professional development is accredited or self-directed.

### **3. Does this mean there'll no longer be Categories A, B and C?**

Yes. Under the new PDP framework, there'll no longer be Categories A, B or C.

### **4. What's accredited versus self-directed professional development?**

Accredited professional development is learning that has been accredited by BCREA or boards and that contributes to the fundamental skills, experience and knowledge required of REALTORS® throughout the province.

Self-directed professional development is learning that has not been accredited by BCREA or boards but enhances your professional practice. This allows you to be recognized for learning that meets your individual needs. It includes formal or informal learning opportunities, such as conferences, webinars, workshops, seminars and online learning, that enhance your professional practice and are verifiable and auditable. This means you must be able to show how it provides value to your clients, in addition to proof of completion.

### **5. Why are self-directed and accredited learning opportunities a minimum of one hour long?**

Learning opportunities must meet a minimum standard of one hour to ensure a beneficial learning experience. The one-hour minimum also offers you more flexibility, as the minimum under the current program is three hours, and simplifies the reporting and tracking of your PDP hours.

**6. Can I fulfill all 18 required PDP hours with accredited learning opportunities?**

Yes. You may fulfill all 18 PDP hours through accredited learning opportunities if you choose.

**7. What's the difference between the Real Estate Council of BC's "regulatory education" and the Professional Development Program?**

The Real Estate Council of British Columbia provides mandatory education, referred to as "regulatory education," that you must complete every two years to renew your real estate licence. This currently includes Legal Update and the Rules Changes: Agency and Disclosure Course.

The Professional Development Program includes the learning and education required for you to maintain your status as a REALTOR® and to maintain your membership with your real estate board.

**8. What will happen to the PDP credits I've already earned during my current licensing cycle?**

Your board will convert the PDP credits you've earned within your current licensing cycle to PDP hours on January 1, 2020.

**9. If I take extra PDP hours within a licensing cycle, can they be carried into my next licensing cycle?**

No. Extra PDP hours won't be carried over into your next licensing cycle.

**10. If I take a PDP course twice during my licensing cycle, do I receive PDP hours each time?**

No. A learning opportunity only counts towards your PDP hours the first time you take it in your licensing cycle.



**11. Is Legal Update still required?**

Yes. While regulatory education does not count toward your PDP hours, the Real Estate Council of British Columbia still requires the Legal Update course to renew your licence every two years.

**12. Will Legal Update still count toward my PDP hours?**

No. When you take a course to maintain your licence with the Real Estate Council of British Columbia, it won't count toward your PDP hours.

**13. If I choose to take Legal Update annually, will the second time I take it within the same licensing cycle count toward my PDP hours?**

Yes. If you choose to take Legal Update a second time within your licensing cycle—meaning you're not taking it as a requirement to maintain your licence—it would count toward your accredited PDP hours.

**14. If I've already taken Legal Update within this licensing cycle, do I have to take it again under the new PDP?**

No. If you've already completed Legal Update within this licensing cycle, you don't have to take it again before being relicensed, even if your next relicensing date occurs after the transition to the new PDP framework.

As part of the transition, if you've already completed Legal Update within this licensing cycle, or you do so before the end of 2019, you'll receive six PDP credits for Legal Update. Your board will convert these six credits into accredited PDP hours on January 1, 2020.

## » Self-Directed

**15. When can I start earning self-directed PDP hours?**

You can start earning self-directed PDP hours for learning opportunities taken on or after January 1, 2020. Learning opportunities that you complete before this date cannot be used toward self-directed PDP hours.

**16. How do I know if a learning opportunity will count toward my self-directed PDP hours?**

For a learning opportunity to count toward your self-directed PDP hours, it must be verifiable and auditable, enhance your professional practice and last at least one hour (see question 4). If you're not sure if a learning opportunity would count, check with your local board.

**17. My current licensing cycle ends before January 1, 2020. When do self-directed learning opportunities that I've taken count toward my PDP hour requirements?**

Self-directed learning will not count toward your PDP requirements for your current licensing cycle, but will count toward your next licensing cycle and can be earned after the new PDP framework comes into effect on January 1, 2020.

**18. My current licensing cycle ends after January 1, 2020. When do the self-directed learning opportunities that I've taken count toward my PDP hour requirements?**

If your current licensing cycle ends after January 1, 2020 and you haven't fulfilled your PDP requirements by then, self-directed or accredited learning opportunities that you take on or after January 1, 2020 (and before your licence renewal date) count toward the six self-directed PDP hours required for your current licensing cycle.

**19. Can I take all self-directed PDP hours in one format (e.g., conferences)?**

Yes. You can take self-directed PDP hours in the format of your choosing, provided it's auditable, verifiable and enhances your professional practice.

**20. *If self-directed learning is tracked in hours, does that mean they have to be an hour long?***

Yes. All professional development opportunities, including self-directed, must be a minimum of one hour long. When you submit PDP hours to your board, they must be in complete one-hour increments, rounded down to the nearest hour. For example, for a 3.5-hour self-directed learning opportunity, you will report three PDP hours. You won't be recognized for self-directed learning that takes less than an hour to complete.

**21. *Will in-brokerage training count toward self-directed PDP hours?***

Yes. In-brokerage training can count toward self-directed PDP hours provided it's auditable, verifiable, enhances professional practice and lasts at least one hour. For in-brokerage training to count toward self-directed PDP hours, brokers will need to provide REALTORS® with documentation verifying completion. This documentation is being developed and will be available this fall.

**22. *Can in-brokerage training be accredited?***

Most in-brokerage training will likely fall under self-directed learning. The accreditation process is rigorous and includes making the training available to all REALTORS® in BC. More information on accreditation will be available this fall.

**23. *Will there be guidance on what learning opportunities count toward self-directed PDP hours?***

Yes. BCREA and your board will provide examples of learning formats and topics to help you determine what'll count toward your self-directed PDP hours.

## » Reporting and Auditing



**24. *How do I report and track my PDP hours?***

For accredited or self-directed learning carried out at your real estate board, your PDP hours will be recorded by your board. For accredited or self-directed learning taken from another provider or outside of your real estate board, you'll report your completed professional development hours to your real estate board. Reporting systems and standards are being developed and your board will provide you with more information on reporting before January 1.

**25. *Will my managing broker be responsible for reporting my PDP hours?***

No. You will be responsible for reporting your own PDP hours to your board.

**26. *Does my managing broker need to authorize or approve my self-directed learning?***

No. While your managing broker may be able to help you identify areas for learning, this is an opportunity for you to determine your own individual professional development needs.

**27. Who'll audit our reported PDP hours?**

Your board will be responsible for verifying and auditing your PDP hours.

**28. What happens if my PDP hours are audited?**

Guidelines for auditing PDP hours are being developed. There'll be a standard for auditing across the province, however, each board will develop their own auditing system.

## » Third-Party Vendors

**29. I've developed a learning opportunity for REALTORS®. How can I get it accredited?**

Accredited learning opportunities must be hosted and carried out in collaboration with the boards or BCREA. As part of the accreditation process, external vendors will have to gain sponsorship and support for their learning opportunity from a board or BCREA. The guidelines and process for accreditation are being developed and there will be more information available this fall.

## » More Information

**30. Where do I go to find more information about the upcoming changes to the PDP and how they'll apply to me?**

Your board is your first point of contact about the PDP. Staff at your board will be able to provide you with more information about the PDP, as well as information specific to your learner profile and PDP requirements. For additional support, you can email [pdpeducation@bcrea.bc.ca](mailto:pdpeducation@bcrea.bc.ca).

For information on the transition to the new PDP framework, visit the **PDP transition** web page. Additional information and resources will be added to this page over the coming months.