

Important Information on the 2024 Inter-REALTOR® Professionalism Mandatory Course

Mandatory Course Deadline

- January 31, 2025

Non-Completion of the Mandatory Course

AREA members who do not complete one of the above options will lose their status as members in good standing with AREA. This change in standing also affects their membership with their local board, which may result in various consequences, including the potential loss of MLS® privileges.

Affiliates such as appraisers, property managers, administrative assistants, office managers, and board staff are not required to complete this course, as it is mandatory only for licensed REALTORS® in Alberta. However, staff members are welcome to take the course at no cost. For more information, please contact: pd@albertarealtor.ca.

Getting Re-instated After Suspension

AREA or in some cases, the local board, will reinstate accounts once the course requirement is fulfilled. Completion reports are processed daily, and account statuses will be updated accordingly. Please allow up to 24 business hours for accounts to be fully reactivated.

Broker Access to Associate's Reports

If you have nine or fewer associates, please email pd@albertarealtor.ca to receive a report. If you have 10+ associates you will be receiving a monthly report outlining the status at your brokerage. This will assist you in determining those who have not completed their Mandatory course.

Certificate of Completion

After successfully completing the Mandatory course, a certificate will be available for download. Technical Issues Send an email with your inquiry to: pd@albertarealtor.ca or call 403 228 6845 and press 1 to reach AREA PD.

Issues with Course Content

Please email pd@albertarealtor.ca including any necessary information or screenshots.

Course Exemptions

If you are a newly licensed REALTOR® as of December 1, 2024, you will be exempt from completing the Mandatory course.

Administrative Access to Mandatory Course

Brokers can send a request to pd@albertarealtor.ca if they're Administrative Assistant would like access to take the Mandatory Course. Upon receipt of the Broker's request, our team will create an account and an email communicating next steps will be sent to the new account recipient.