

# Create Your CE Broker Account Today!

CE Broker is the official CE tracking system for the South Carolina Department of Labor, Licensing, and Regulation. Your Board has provided you with a free Basic Account, so you'll have their helpful CE tracking tools right at your fingertips.

#### Free Access to CE Broker

Within the free <u>Basic Account</u>, you will have access to your Course History and CE Compliance Status. This lists all of the courses which have been reported thus far and indicates whether or not you have satisfied your renewal requirements. From here, you may easily find and report any CE that might be missing. CE Broker is 100% free to use and you will never have to pay to access all of the necessary tools to renew your license!

\* If you already have a CE Broker account, follow these simple steps to add your South Carolina license.

#### **Comprehensive Course Search**

One of the best free tools CE Broker provides is the <u>Course Search</u>. You can easily find every course needed to successfully complete your license renewal, with just a few clicks! After you are finished with each course, educational providers will report the credits directly into CE Broker for you - but you should always retain a copy of the certificates for your records. To find courses, visit <u>courses.cebroker.com/search/sc</u> and select your applicable board and profession.

#### **Helpful Support Center**

CE Broker's support center is based in Jacksonville, FL and staffed with experts who have been thoroughly trained on the rules & regulations of your board. Open 8AM- 8PM ET, Monday through Friday, you can reach them by phone at 877-434-6323, or via <a href="mailto:email

### **Upgraded Account Options**

You can also subscribe to the Professional or Concierge Account, which offers above-and-beyond CE tracking tools to further simplify your renewal process. With the Professional account, you can access a personalized CE Transcript which outlines exactly what requirements you have left to complete. The Concierge account even includes your own CE Broker account manager who can guide you through the reporting process, step by step.

#### Other Benefits of Using CE Broker

- Track and know precisely how many hours you've completed and how many hours are remaining;
- Available convenience features like a personalized transcript and a personal account manager;
- Bring CE compliance wherever you go with the CE Broker mobile app. Available on iPhone and Android

## How to activate your free CE Broker account

- 1. Visit <a href="https://cebroker.com/sc/account/basic/">https://cebroker.com/sc/account/basic/</a>
- 2. Next, enter your license number
- 3. Then, start tracking your continuing education!