Utah Department of Real Estate
Continuing Education
PROVIDER-RELATED FREQUENTLY ASKED QUESTIONS

Question Topics
1. CE Compliance
2. Roster Submission Process
3. Provider Support

CE Compliance

1.1 Does Pearson VUE manage CE compliance?
The Utah Division of Real Estate manages and enforces all CE compliance. CE course credits will be reported to the
Utah Division of Real Estate on a daily basis.

1.2 Where does an agent view their CE transcript?
Agents ONLY must set up an account on the Division’s website at www.realestate.utah.gov and select RELMS at the top to view their CE transcript.

Roster Submission Process

2.1 What are the requirements for submitting completed course information?
Rosters for completed courses are submitted to Pearson VUE through the Clarus website at
https://utdre.useclarus.com within 10 days of course completion.

2.2 What is my Username and Password?
Your Username is your Provider ID, for example 123456-CEP0 (the last digit is a zero not the letter O) then select
Forgot your Password? and select Reset it here.

2.3 Am I able to print certificates of course completion from the Clarus website?
No. Utah providers are given a certificate of course completion from the Utah Division of Real Estate when a
course is approved.

2.4 What do I send to the Utah Division of Real Estate after reporting CE?
Within 10 days of reporting CE on the Clarus website, providers are required to send a copy of the banked roster
and sign in sheets to the Division by email or mail.

Provider Support

3.1 Where can providers find additional information related to Continuing Education rules, course and provider
approval and requirements?
Providers can find the above information at the Division’s website www.realestate.utah.gov.

3.2 Can providers contact the Utah Department of Real Estate if I have additional questions?
Yes, providers can email questions to realestate@utah.gov or providers can call the Utah Division of Real Estate
at (801) 530-6747.

3.3 Can providers contact Pearson to address concerns and resolve issues related to online CE credit reporting?
Yes, providers can email questions to ce_providers@pearson.com or providers can call the Pearson VUE support line:
Real Estate CE Support – (800) 274-4577
Mortgage Lender CE Support – (800) 274-7151