

COMMISSION-APPROVED TRAINING
ACTIVITY COMPLETION CERTIFICATE

- a. **Completion Certificates:** A completion certificate, not larger than 8½ x 11, must be issued to the licensee upon completion of the activity. Each Completion Certificate shall CLEARLY AND PROMINENTLY display the name of the approved training provider and distinguish the activity as Commission-approved Training. Additionally, the certificate must include:
- 1) the licensee's full name,
 - 2) the licensee's identification number,
 - 3) the license type of the licensee,
 - 4) the title of the training activity, as recognized by the Commission,
 - 5) the content number, assigned by the Commission, following the title,
 - 6) the city/state where activity was held
 - 7) the date the activity was held
 - 8) the number of training hours granted the activity,
 - 9) a statement of fact that the activity is recognized by *the Nebraska Real Estate Commission* **and**
 - 10) a statement indicating that the licensee completed 100% of the activity as evidenced by the Certificate signed by the Provider or the Contact Person identified in the Application.