

How to Become a New York State Real Estate Salesperson

This guide summarizes the official steps, requirements, and fees to obtain a New York State (NYS) Real Estate Salesperson license. It reflects current guidance from the NYS Department of State (DOS), Division of Licensing Services.

Quick Checklist

- Be at least 18 years old.
- Complete the NYS-approved 77-hour Salesperson Qualifying Course.
- Pass the proctored school final exam for the qualifying course.
- Create an eAccessNY account and schedule the state Salesperson exam.
- Pass the NYS Salesperson written exam.
- Affiliate with (be sponsored by) a NYS licensed real estate broker.
- Submit your Salesperson license application and fee via eAccessNY.

Step-by-Step

1) Confirm Eligibility

- Age: You must be 18 or older.
- Legal status: U.S. citizen or lawful permanent resident.
- Background: Certain criminal convictions may affect licensure; DOS reviews on a case-by-case basis.

2) Complete the 77-Hour Qualifying Course

Take a NYS DOS-approved 77-hour salesperson course. Programs may be online or in-person. You must also pass the school's proctored final to receive your course completion certificate.

3) Create eAccessNY Account & Schedule State Exam

Create or log in to your eAccessNY account (Occupational Licensing Management System) to schedule the written Salesperson exam, view locations/dates, and later submit your license application.

4) Take & Pass the NYS Salesperson Exam

Arrive early with required ID. Exams are computer-based at designated testing sites. Your score will be posted in eAccessNY. If you don't pass, you may reschedule.

5) Choose a Sponsoring Broker

You cannot activate a salesperson license without a sponsoring broker. Interview multiple brokerages to compare training, supervision, splits, and support.

6) Apply for Your License via eAccessNY

After you pass the state exam and have a sponsoring broker, submit the online application in eAccessNY. Once approved, your license status will appear in your account; your broker can then associate you.

Fees (set by NYS DOS)

- Written Exam: \$15
- Initial Salesperson Application (two-year license): \$65
- Renewal (every two years): \$65

Notes: Fees are non-refundable. Payment is typically by credit card through eAccessNY or by mailed check/money order as directed by DOS.

Continuing Education (for Renewal)

All licensees must complete 22.5 hours of DOS-approved continuing education every two years, which must include at least:

- 3 hours: Fair housing/discrimination
- 2.5 hours: Ethical business practices
- 1 hour: Recent legal matters
- 2 hours: Implicit bias
- 2 hours: Cultural competency
- 1 hour: Law of agency (except for your initial two-year term, which requires 2 hours of agency instruction within that term)

Remaining hours are approved electives.

Optional: Path to Broker (Later)

To qualify for a NYS Real Estate Broker license later, you'll need required experience and 152 hours of qualifying education (77-hour salesperson + 75-hour broker course, or approved equivalents), then pass the Broker exam and apply (broker fee \$185).

Practical Tips

- Keep your eAccessNY email current.
- Save your course certificate and exam confirmations.
- Compare broker training, mentorship, leads, and costs (MLS, NAR/Local board dues, E&O, marketing) before affiliating.

Official References

1. NYS Department of State – Become a Real Estate Salesperson: <https://dos.ny.gov/real-estate-agent>
2. NYS DOS – Real Estate Salesperson FAQs: <https://dos.ny.gov/real-estate-salesperson-frequently-asked-questions>
3. NYS DOS – Salesperson Application Instructions:
https://dos.ny.gov/system/files/documents/2023/02/dos-0022-f-a-real-estate-salesperson-application_02.2023.pdf
4. eAccessNY Portal: <https://dos.ny.gov/eaccessny-portal>
5. NYS DOS – Real Estate License Law (Article 12-A): <https://dos.ny.gov/real-estate-license-law>

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