



Code Compliance Division
Contractor Regulations Section
Planning, Zoning & Building
2300 N. Jog Road, 2nd Floor Suite 2W-61
West Palm Beach, FL 33411
Office (561) 233-5525

<https://discover.pbc.gov/pzb/CodeCompliance/Pages/Contractor-Regulations.aspx>

CONTINUING EDUCATION REQUIREMENT FOR COUNTY LICENSURE RENEWAL

Effective October 1, 2017, all Palm Beach County contractors, active or inactive, must fulfill the Contractor Certification Continuing Education (CE) Requirement for any contractor renewal process.

PBC Rules and Regulations link:

<https://discover.pbc.gov/pzb/CodeCompliance/PDF/rulesandregs.pdf>

Rule #4. Education:

C. Continuing Education: AD: (07/01/16) EFD: (10/17) 14 hours of Board-approved continuing education is required for each 2 years prior to the renewal of certification for active and inactive contractors (excluding journeyman and technicians). A Board-approved certified training provider must take courses. Approved certified training providers include those certified by the following organizations: the Florida Construction Industry Licensing Board (FL CILB), the Florida Board of Professional Engineering (FBPE), the Florida Board of Architecture and Interior Design (BOAID), the Building Code Administrators and Inspectors (BCAIB), and the Electrical Contractors Licensing Board (ECLB). The Director may designate other providers as approved certified training providers if the Director is satisfied that the provider's credentials are equivalent to those of the listed approved certified training providers. Certificate(s) evidencing completion of required continuing education shall be submitted with any renewal of certification for a certified contractor, beginning with the September 30, 2019, licensure renewal period. Thereafter, proof of the 14-hour continuing education courses must be submitted with each renewal period. The 14 hours of continuing education must include a one-hour course on each of the following five topics: Advanced Building Code, Business Practices, Laws and Rules, Workers' Compensation, Workplace Safety/OSHA, and General courses in any construction trade. Any person who holds more than one certificate issued by the Board is required to complete the continuing education requirement only once during each two-year certification renewal period. DOR: (10/28/19)

To find out more information about PBC Rules and Regulations, approved providers used by the State of Florida Construction Industry Licensing Board (FL CILB), and others outlined in the rule, please visit the links below:

Construction Industry Approved Providers:

<https://dbpr-publicrecords.myfloridalicense.com/qpr/single/?appid=90232c64-fcda-4ec3-b807-723c8e339cb8&obj=drjESRD&opt=ctxmenu&select=clearall> Course Availability



Code Compliance Division

Contractor Regulations Section

Planning, Zoning & Building
2300 N. Jog Road, 2nd Floor Suite 2W-61
West Palm Beach, FL 33411
Office (561) 233-5525

Continuing Education courses are primarily offered online, with select sessions available in a classroom setting.

Certificate Requirements

All certificates must be issued by an approved provider and meet the criteria outlined in Rule #4, Education. Each certificate must clearly state the course name and the number of credit hours awarded.

Submission Instructions

Log in to the PZB Contractor Portal and upload your CE certificates to your account. Submitting these documents is required to receive credit for your contractor renewal.

PZB Contractor Portal:

<https://www.pbcgov.org/ePZB.Admin.WebSPA/#/>