



BUREAU OF PROFESSIONAL LICENSING

**Michigan Professional Licensure User System
(MiPLUS)**

How to Transfer a Real Estate Salesperson or Non-Principal Associate Broker License in MiPLUS

August 2020

Transfer a Salesperson or Non-Principal License in MiPLUS

Proceed to the MiPLUS website at: www.michigan.gov/miplus. Please use the username/email, and password you created.

Home Licenses Enforcement

Advanced Search

User Name or E-mail: Password: **Login »**

Remember me on this computer [I've forgotten my password](#) [New Users: Register for an Account](#)

Please Login

Many online services offered by MiPLUS require login for security reasons. If you are an existing user, please enter your user name and password in the box above.

New Users

If you are a new user, you may register for a MiPLUS account. It only takes a few simple steps and you'll have the added benefits of seeing a complete history of applications, paying fees, checking on the status of pending activities, and more.

What would you like to do today?

To get started, select one of the services listed below:

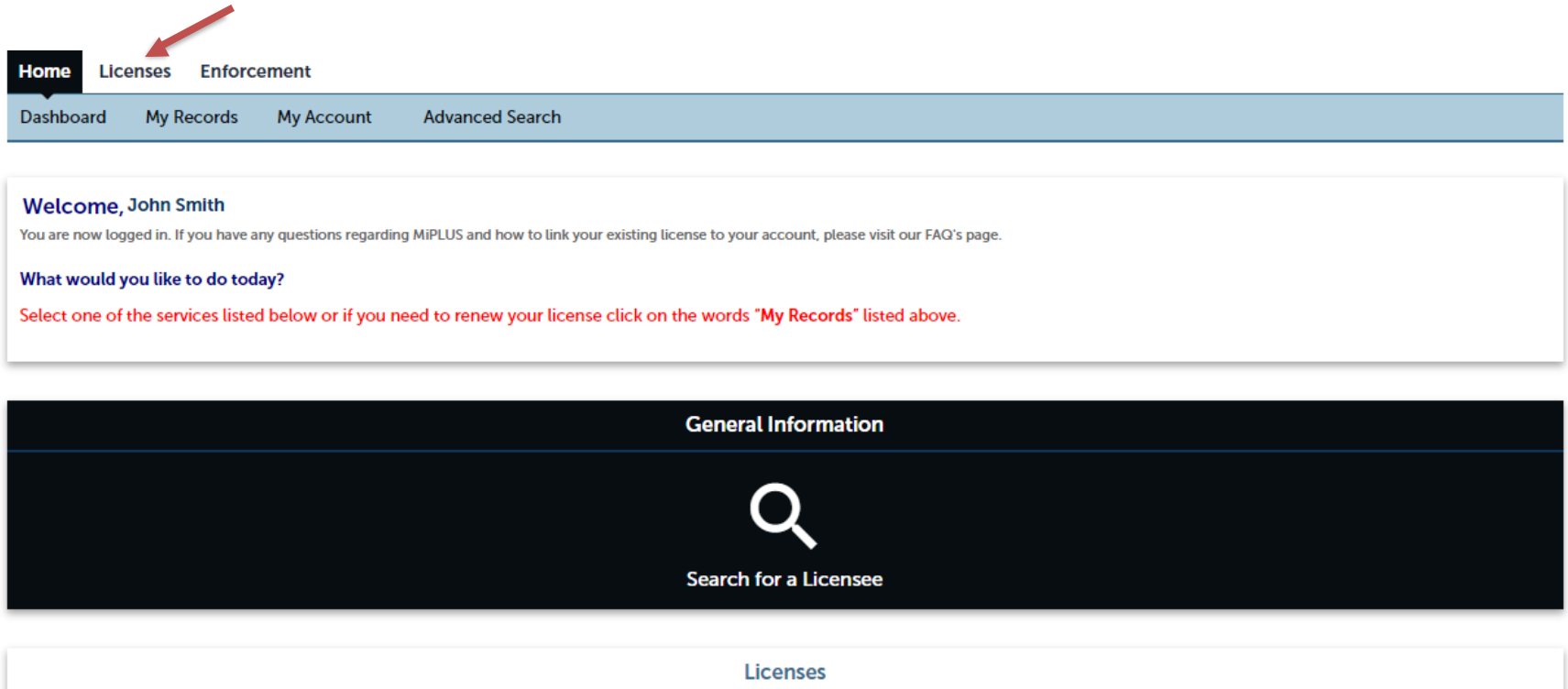
General Information



Search for a Licensee

Transfer a Salesperson or Non-Principal License in MiPLUS Pt 2

Above the welcome message, select the **Licenses** tab.



The screenshot shows the MiPLUS user interface. At the top, there is a navigation menu with three tabs: **Home**, **Licenses**, and **Enforcement**. A red arrow points to the **Licenses** tab. Below the navigation menu is a secondary menu with four items: **Dashboard**, **My Records**, **My Account**, and **Advanced Search**. Below the navigation menu is a white box containing a welcome message: **Welcome, John Smith**. Below the welcome message is a paragraph of text: "You are now logged in. If you have any questions regarding MiPLUS and how to link your existing license to your account, please visit our FAQ's page." Below the paragraph is a section titled **What would you like to do today?** with a red instruction: "Select one of the services listed below or if you need to renew your license click on the words **My Records**" listed above." Below the white box is a dark blue section titled **General Information**. Below the **General Information** section is a search icon (magnifying glass) and the text **Search for a Licensee**. Below the dark blue section is a white box containing the text **Licenses**.

Transfer a Salesperson or Non-Principal License in MiPLUS Pt 3

Select **Modification** next to your license number.

Home Licenses Enforcement

Dashboard **My Records** My Account Advanced Search

▼ Licenses


Showing 1-2 of 2 |

<input type="checkbox"/>	Action	Record Number	Record Type	Status	Expiration Date	Name
<input type="checkbox"/>	Modification	6501600025	Real Estate Salesperson License	Active	07/26/2023	Smith, John

Transfer a Salesperson or Non-Principal License in MiPLUS Pt 4

Select **Transfer or Employing Broker Notification**, and then click **Continue Application**.

Home **Licenses** Enforcement

 Apply for a License or Submit a Request (Certified

Select a Modification Type

Choose one of the following available modification types.

License Reprint Request

Real Estate Addr Phone Email Change

Real Estate Name Change

Transfer or Employing Broker Notification

Continue Application »



Transfer a Salesperson or Non-Principal License in MiPLUS Pt 5

Scroll down to **New Employing Broker Information** and enter your new employers 10-digit License Number. The broker company name, license expiration date and address information will AUTO-FILL. Click **Continue Application**

New Employing Broker Information

New Employing Broker

* Employing Broker License Number:

Broker Individual/Company Name:

Employing Broker License Status:

Employing Broker Expiration Date:

City:

State:

ZIP Code:

[Save and resume later](#) [Continue Application »](#)

Transfer a Salesperson or Non-Principal License in MiPLUS Pt 6

Please review your answers below. If you need to make a correction, click **Edit**. Click **Continue Application** to submit the request.

Step 2: Review

Save and resume later

Please review all information below. Click the "Edit" buttons to make changes to sections or "Continue Application" to move on. You must check the box to agree to the certification at the bottom of the page before you can continue.

Record Type

Transfer or Employing Broker Notification

Current Employing Broker Information

Employing Broker

Edit

Employing Broker License Number: 6505600016
Broker Individual/Company Name: ABC Real Estate Co
Employing Broker License Status: Active
Employing Broker Expiration Date: 07/01/2020
City: Lansing
State: MI
ZIP Code: 48236

New Employing Broker Information

New Employing Broker

Edit

Employing Broker License Number: 6505600017
Broker Individual/Company Name: Alire Broker Company2
Employing Broker License Status: Active
Employing Broker Expiration Date: 06/26/2024
City: Lansing
State: MI
ZIP Code: 48236

Save and resume later

Continue Application »



Transfer a Salesperson or Non-Principal License in MiPLUS Pt 7

You will now see confirmation that your request was submitted successfully. No further action is required on your part. Your new employing broker will receive an email notification indicating your request is pending approval.

Transfer or Employing Broker Notification



Your record has been successfully submitted.

Thank you for using MiPLUS.

Your record number for this transaction is: 6501600025REX20135.

You will need this number to check the status of your application.

To review information submitted on this record, click [View Record Details](#) below.

[View Record Details »](#)