

# Can Registrants Take a Leave of Absence?

The short answer: yes. But, like in all things, one must make appropriate plans.

## Planning Your Leave

In Saskatchewan, registrants may request a leave of absence - time away from their career to deal with unusual life events. Typical reasons for leave requests include: pregnancy/maternity, parental responsibilities, family emergencies, illness, bereavement, or to report for military duties.

**Bylaw 725.1** states:

*"A salesperson or associate broker shall give written notice to the broker or branch manager in person or at the office of the brokerage when he/she is ceasing to represent the brokerage. This notice shall be given prior to termination and shall indicate the date that the salesperson or associate broker will cease to represent the brokerage."*

The individual should terminate their own registration, effective the date the leave is to commence, from their personal page on the Commission's online registration system. **It is the responsibility of the supervising broker** to ensure the termination has been completed and if not, process it on the registrant's behalf.

**Section 54(2)(b) of *The Act*** states:

*"the brokerage shall, no later than five days after the broker, branch manager, associate broker or salesperson has ceased to represent the brokerage, give notice in writing to the Commission that the broker, branch manager, associate broker or salesperson has ceased to represent the brokerage together with the reasons."*

The legislation referenced above is in place for all circumstances whereby a registrant plans to discontinue representing a brokerage; not just for leaves of absence.

## Planning Your Return

If registrants are thinking about taking a leave or are ready to return from a leave, they should contact our office to discuss their individual situation.

Commission **Bylaw 308** (Re-Registration) states, in part:

*"an applicant for registration as a salesperson, associate broker, branch manager or broker meets the applicable education requirements, if he/she has been registered within the preceding two years from the date of application to trade in an equivalent registration."*

Once a two year period has lapsed, the registrant is considered a new applicant and must complete the pre-registration courses and pass the applicable exams to be eligible for registration.