



CONTINUING EDUCATION INSTRUCTOR APPLICATION

State of Utah
Department of Commerce
Division of Real Estate

Please complete (type or neatly print) and submit this **form**, the **items listed below**, and **non-refundable fee (\$50)** to the Division by fax, mail, or in person.

****APPLICATIONS MUST BE SUBMITTED NOT LESS THAN 30 DAYS PRIOR TO THE DATE OF THE FIRST CLASS****

OFFICE USE ONLY	
Date Reviewed _____	By _____
() Denied () Approved	
Certification _____	Exp. _____

() Check () Visa () MasterCard () American Express	
Make checks payable to: Utah Division of Real Estate	
Card # _____	Expires _____
Signature _____	

Name: _____ Industry: () Appraisal () Real Estate
 Address: _____
 Phone: _____ SS#: _____ (Social Security Verification Form Required)
 Course Title: _____
 Course Sponsor: _____ E-mail: _____

Provide evidence demonstrating subject matter knowledge and ability to effectively teach:

- () Any combination of at least two years of full time experience and/or college-level education related to the course subject. (Provide resume and/or college transcripts)
- () State teaching certificate, college courses in the field of education, professional teaching designation from a related industry association, or letters of reference regarding your teaching ability.

- | | YES | NO | |
|----|--------------------------|--------------------------|---|
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | Have you EVER held an appraisal, mortgage or real estate registration, license or certification in any jurisdiction other than Utah?
If Yes, provide a license history from each jurisdiction with your application. |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | Have you EVER had a license or registration of any kind in appraisal, mortgage, real estate, or any other occupation or profession, denied, restricted, suspended, placed on probation, or revoked? |
| 3. | <input type="checkbox"/> | <input type="checkbox"/> | Have you EVER resigned, surrendered or allowed a professional registration, license or certificate to expire, while under investigation or while action was pending against you by a government agency? |
| 4. | <input type="checkbox"/> | <input type="checkbox"/> | Is any investigation or disciplinary action CURRENTLY pending against you by any government agency? |
| 5. | <input type="checkbox"/> | <input type="checkbox"/> | Are you CURRENTLY charged with or under investigation for a felony or misdemeanor in any jurisdiction? |
| 6. | <input type="checkbox"/> | <input type="checkbox"/> | Have you EVER been convicted of, or pled guilty or no contest to, or entered a plea in abeyance or diversion agreement to, a felony or misdemeanor in any jurisdiction? Consult court records to determine the nature of any offenses, including traffic offenses which may be felonies or misdemeanors. |
| 7. | <input type="checkbox"/> | <input type="checkbox"/> | Have you EVER been on probation, or ordered to pay a fine or restitution or complete community service, in connection with any criminal offense or licensing action? |
| 8. | <input type="checkbox"/> | <input type="checkbox"/> | Have you EVER had a civil judgment entered against you based on fraud, misrepresentation, or deceit? |

YES answers require a detailed letter of explanation and copies of all court documents including charging and judgment documents, court dockets, and proof of completion of probation and restitution orders and payment of fines and judgments.

I hereby certify that the information provided with this application, including the answers provided above, is true and correct.
Signature _____ Date _____