



MORTGAGE PRE-LICENSE INSTRUCTOR APPLICATION

State of Utah
Department of Commerce
Division of Real Estate

Please complete (type or print) and submit this form, the items listed below, and \$75 non-refundable fee 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 _____
<input type="checkbox"/> Denied	<input type="checkbox"/> Approved
Certification _____	Exp. _____

<input type="checkbox"/> Check	<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> American Express
Make checks payable to: Utah Division of Real Estate			
Card # _____	Expires _____		
Signature _____			

Name: _____ SS#: _____

Address: _____ Email: _____

Pre-license School(s): _____ Ph: _____

School Director Signature: _____ Ph: _____

40-Hour Mortgage Officer Course – Provide evidence of high school diploma or equivalent AND five years experience in residential mortgage or relevant college-level education related to the course subject AND twelve months full-time teaching experience or attendance at the Division Instructor Development Workshop AND successfully passing the Mortgage Loan Originator exam.

40-Hour Lending Manager Course – In addition to items above, provide evidence of at least two years experience in each of the the subjects you intend to teach (including: Management of Residential Mortgage Office, Mortgage Lending Law, Advanced Appraisal, Advanced Finance) AND successfully passing the Lending Manager exam.

- | | 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 _____

LICENSE REQUIREMENT

CERTIFICATION OF LEGAL PRESENCE FOR UTAH REAL ESTATE, MORTGAGE, APPRAISER, AND TIMESHARE APPLICANTS

Effective October 13, 2010

APPLICANTS PLEASE NOTE:

This document must be completed, signed, and submitted with your application to the Utah Department of Commerce in order to obtain your license. For each section, check the statement that applies to you and enter the data on the line provided before sending it to the Utah Department of Commerce.

License type: Appraiser or Real Estate License # _____
 Mortgage License # _____ NMLS # _____

Section 1: I certify under penalty of perjury that:

- I am a United States citizen with social security number _____; or
- I am a qualified alien under 8 U.S.C. 1641:
I-94 number _____; or
Alien number _____.

Section 2: I certify under penalty that I am legally present in the United States and that:

- I have a valid driver license, as follows:
Driver license state of issue _____
Driver license number _____; or
- I have a valid state identification card, as follows:
Identification card state of issue _____
Identification card number _____; or
- I do not have a driver license or a state identification card. I understand that the Department of Commerce must verify my legal presence in order to process my application. If I am a qualified alien, I agree to personally appear at the Division of Real Estate and present my I-94 or alien identification card for authentication. If I am a U.S. citizen, I understand that my application will not be processed, nor a license issued to me, until I provide the Department of Commerce with a valid driver license or state identification card.

I hereby certify that I have read and understood this document, and that the information I have provided is true and accurate.

Name: _____

Signature: _____

Date: _____