

IMPORTANT NOTICE: Completion of this form is necessary for consideration for licensure under the Illinois Real Estate Appraiser Licensing Act of 2002. Disclosure of this information is VOLUNTARY. However, failure to comply may result in this form not being processed. This form has been approved by the Agency Forms Coordinator.

REAL ESTATE APPRAISAL EDUCATION PROVIDER APPLICATION FOR LICENSURE

Illinois Department of Financial and Professional Regulation
Division of Professional Regulation
320 West Washington Street, 3rd Floor, Springfield, IL 62786

Complete and sign this application. A separate course license application may be submitted at any time prior to the expiration of the approved providership. A nonrefundable application fee of \$1,050 must accompany this application.

1. NAME OF EDUCATION PROVIDER	2. PROFESSION CODE APPRAISAL EDUCATION PROVIDER 555
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3. NAME OF EDUCATION PROGRAM ADMINISTRATOR	4. TELEPHONE NUMBER (Include Area Code)
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5. MAILING ADDRESS (Include Street, City, State, Zip Code & County)	6. ADDRESS WHERE RECORDS ARE KEPT (Street, City, State & Zip)
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CERTIFICATION

- That the Provider will retain only competent instructors in accordance with the Administrative Rule relative to the Real Estate Appraiser Licensing Act.
- That all courses offered by the Provider and approved as appropriate for Illinois appraiser licensing will comply with the criteria of the Illinois Real Estate Appraiser Licensing Act and Administrative Rule thereto.
- That all courses offered by the Provider and approved as appropriate for Illinois appraiser licensing will include a final examination of at least 50 questions (or 25 questions per each 15 hours of instruction) and will require a passing grade of at least 70%.
- That all students, upon successful completion, will be issued (within 21 days) a certificate of completion, transcript, or other such documentation which:
 - indicates the course name and Provider's course number (if any), precisely as it appears on the course application;
 - indicates the student's name, address and whether he/she passed (or failed) the course;
 - contains an original authorized signature of a representative for the course Provider;
 - indicates the dates and location that the course was in session, and that the student was in attendance a minimum of 90% of all instruction, including the examination time; and
 - the address and telephone number of the Provider.
- That this Provider will maintain a fixed office which is adequate for the maintenance of all records, office equipment, files, telephone equipment, and office space necessary for customer service.
- That any approval granted by this application will expire on December 31 of even numbered years, at which time the applicant may apply for renewal.
- The Provider is aware that failure to comply with Illinois Statutes and/or the Rule, as promulgated by the Illinois Department of Financial and Professional Regulation, may result in the disapproval of this application; and, **THAT THE FEE FOR APPLICATION IS NON-REFUNDABLE.**
- That the Provider agrees to admit the Illinois Director of Real Estate Appraisal Administration, Illinois Department of Financial and Professional Regulation, and/or his designee, to all courses that may be offered by the Provider and approved by the Agency for the purpose of monitoring the course. The Provider further agrees that any such representative will be furnished texts and any other course materials that are used in the course instruction, at no cost.
- That the Provider understands that discipline to the Provider, by the Illinois Department of Financial and Professional Regulation, may result in the event of the Provider's failure to comply with Illinois Statutes or Administrative Rule; and that credit towards Illinois appraiser licensure may not be accepted subsequent to any such discipline.

A non-refundable application fee of \$1,050 is attached;

I hereby certify that all information is true and correct to the best of my knowledge and that I am the person legally authorized to sign this application.

Signature _____

Date _____

(Appraisal Education Administrator)