

FEE

NON-REFUNDABLE

Live Delivery: \$50
Distance Learning: \$25 Per Hour
Late Filing Fee: \$100
(assessed if application filed after course is offered)

Make Check Payable to:
Maine State Treasurer

CONTINUING EDUCATION PROGRAM RENEWAL APPLICATION

DEPARTMENT OF PROFESSIONAL & FINANCIAL
REGULATION
OFFICE OF PROFESSIONAL & OCCUPATIONAL REGULATION
MAINE REAL ESTATE COMMISSION

FOR MREC OFFICE USE ONLY

CHECK NO _____

AMT _____

CASH NO _____

APPRVL DATE _____

EXPIRE DATE _____

CLOCK HOURS _____

PROGRAM SPONSOR _____

(School, organization or individual applying for program approval)

CONTACT PERSON _____

(Person to whom MREC should direct any communication regarding program approval)

Street/PO Box _____ City _____

State _____ Zip _____ Phone () _____ - _____ FAX () _____ - _____

Email _____

PROGRAM TITLE _____

INSTRUCTOR(S) _____

FORMAT LIVE/CLASSROOM SETTING

DISTANCE LEARNING (indicate delivery method)

Text-based Correspondence

Audio Tape

Video (VHS)

TV (includes satellite & ITV)

Computer (CD or Diskette)

Internet

PROGRAM NO. _____

CLOCK HOURS _____

COURSE FEE _____

REGISTRATION OPEN TO:

All Licensees In-House Only

PAYMENT OPTIONS:

Make checks payable to "Maine State Treasurer" – If you wish to pay by MasterCard or Visa, fill out the following:

NAME OF CARDHOLDER (please print): _____

I authorize the Department of Professional and Financial Regulation, Office of Professional and Occupational

Regulation to charge my VISA MASTERCARD the following amount: \$ _____

Card number: _____ Expiration Date: _____

I understand that fees are non-refundable.

SIGNATURE _____ **DATE** _____

MAILING ADDRESS: 35 STATE HOUSE STATION, AUGUSTA ME 04333-0035
COURIER ADDRESS: 76 NORTHERN AVENUE, GARDINER, ME 04345
PH 207 624-8518 FAX 207 624-8637
TTY USERS CALL MAINE RELAY 711
WWW.MAINE.GOV/PROFESSIONALLICENSING

PROGRAM SCHEDULE

DATE	FACILITY	CITY	STATE

COURSE OFFERINGS SINCE LAST APPROVAL

DATE	LOCATION	NUMBER OF PARTICIPANTS

SPONSOR EVALUATION

In your estimation, were the course objectives listed on the original application met?

YES NO If no, describe the changes you have made or will make to ensure the objectives are met for this approval.

CERTIFIED STATEMENT AND SIGNATURE OF PROGRAM SPONSOR OR AUTHORIZED SCHOOL OFFICIAL

By my signature, I hereby agree to abide by the requirements and conditions set forth by Rule Chapter 370 of the State of Maine Real Estate Commission Rules and Regulations pertaining to continuing education programs and certify that the information contained in this application is accurate and true to the best of my knowledge and belief. If renewed approval is granted, I agree to the following conditions:

- A. To avoid inference through advertising or oral representation that Commission approval is an endorsement or recommendation by the Commission, and to use only the advertisement: "This course has been approved by the Real Estate Commission for ___ clock hours of credit for activating or renewing a real estate license."
- B. To make reasonable effort to encourage students to offer comments to the Commission regarding the course and abide by the pertinent statutes and Real Estate Commission rules.
- C. To inform the Commission at the earliest possible date of any changes in the circumstances which would render inaccurate the information contained in this application.

SIGNATURE OF PROGRAM SPONSOR OR AUTHORIZED SCHOOL OFFICIAL

DATE

REQUIRED ENCLOSURES:

1. Summary of Student Evaluations (including comments) from prior course offerings.
2. Advertising copy of prior offering and/or current advertising in final form.