



State of Rhode Island and Providence Plantations  
 DEPARTMENT OF BUSINESS REGULATION  
 1511 Pontiac Avenue, Bldg. 69-1  
 Cranston, Rhode Island 02920

Division of Commercial Licensing  
 Real Estate Section

**APPLICATION FOR CONTINUING EDUCATION COURSE APPROVAL**

*\*IN CLASSROOM AND ONLINE\**

SCHOOL: \_\_\_\_\_ TODAY'S DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

EDUCATION DIRECTOR: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

CONTACT NUMBER: \_\_\_\_\_

**COURSE INFORMATION:**

\*\*NEW COURSE \_\_\_\_\_ OR, RENEWAL \_\_\_\_\_  
 \*\*IN CLASSROOM \_\_\_\_\_ OR, ONLINE \_\_\_\_\_

COURSE TITLE: \_\_\_\_\_ COURSE NUMBER: \_\_\_\_\_

CLOCK HOURS: \_\_\_\_\_ CORE: \_\_\_\_\_ NON-CORE: \_\_\_\_\_

Please specify how this course directly relates to Real Estate Principles and Practices as outlined in: Regulation 11, Section 29:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Briefly state main course objective(s): \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**\*Please attach a timeline that is broken down by course topic. Please note: all materials submitted with this application must be on FLASH DRIVE. (Failure to do so will mean automatic rejection of the course.)**

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**\*\*NAME OF INSTRUCTOR (S) QUALIFIED TO TEACH THE COURSE:**

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**\*\*PLEASE INCLUDE: INSTRUCTOR APPLICATION & RESUME FOR EACH INSTRUCTOR SUBMITTED. ONCE APPROVED BY THE DEPARTMENT THEIR APPLICATION IS GOOD FOR A THREE-YEAR PERIOD, AT WHICH POINT THEY WOULD NEED TO REAPPLY.**

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COURSE FEES:

Registration Fee: \_\_\_\_\_

Tuition: \_\_\_\_\_

Books: \_\_\_\_\_

Other: \_\_\_\_\_

Total: \_\_\_\_\_

**FOR OFFICE USE ONLY**

**APPROVED:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**OR, COURSE REJECTED FOR THE FOLLOWING REASON:**

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\_\_\_\_\_  
Continuing Education Committee Member

\_\_\_\_\_  
Department of Business Regulation