



West Virginia Real Estate Commission  
300 Capitol Street, Suite 400  
Charleston, WV 25301  
(p)304.558.3555; (f)304.558.6442  
<https://rec.wv.gov>

**CONTINUING EDUCATION INSTRUCTOR APPLICATION**

Initial Approval-\$ 50.00 fee

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ WORK PHONE \_\_\_\_\_

\_\_\_\_\_ CELL PHONE \_\_\_\_\_

E-MAIL ADDRESS

\_\_\_\_\_

COURSE/S I WISH TO TEACH:

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

TYPE OF EDUCATIONAL OFFERING I WILL BE ENGAGED IN:

( ) In-class                      ( ) Distance Education (attach a copy of your CDEI certificate)

COURSE PROVIDER(S) FOR WHOM I WILL INSTRUCT:

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

I HAVE HAD THE FOLLOWING EDUCATION:

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

I HAVE ATTENDED A REAL ESTATE INSTRUCTOR DEVELOPMENT WORKSHOP:

\_\_\_ YES \_\_\_ NO If YES, When: \_\_\_\_\_ Where:\* \_\_\_\_\_

Sponsored by: \_\_\_\_\_

\* Please provide a copy of the completion certificate if outside of WV

I HAVE HAD THE FOLLOWING EMPLOYMENT EXPERIENCE:

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

I HAVE HAD THE FOLLOWING EXPERIENCE TEACHING ADULTS:

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

I HOLD THE FOLLOWING LICENSES AND DESIGNATIONS:

\_\_\_\_\_ Date first issued \_\_\_\_\_  
\_\_\_\_\_ Date first issued \_\_\_\_\_  
\_\_\_\_\_ Date first issued \_\_\_\_\_  
\_\_\_\_\_ Date first issued \_\_\_\_\_

REFERENCES:

- |               |                                  |
|---------------|----------------------------------|
| 1. Name _____ | Phone _____                      |
| Address _____ | Association with applicant _____ |
| 2. Name _____ | Phone _____                      |
| Address _____ | Association with applicant _____ |
| 3. Name _____ | Phone _____                      |
| Address _____ | Association with applicant _____ |

I attest to having qualities of honesty, integrity and trustworthiness. I have not had any real estate license or instructor certification revoked or suspended or had a real estate license or instructor certification renewal denied by any regulating entity of any state. I have not been convicted of or entered a plea of nolo contendere to any criminal offense. I have not had any civil judgement entered against me based on fraud, misrepresentation, or deceit. I attest that the information provided on this application is true and correct.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**For this application to be considered, the following must be attached:**

**\_\_\_ a current detailed resume**

**\_\_\_ a copy of applicant's "Certified Distance Education Instructor" (CDEI) certificate (for distance Education course Instructors only) issued by IDECC**