



THE STATE
of **ALASKA**

Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional Licensing

REC

FOR AREC USE ONLY
Date Received

Real Estate Commission

550 West 7th Avenue, Suite 1500, Anchorage, AK 99501

Phone: (907) 269-8160

Email: RealEstateCommission@Alaska.Gov

Website: ProfessionalLicense.Alaska.Gov/RealEstateCommission

Licensee Request for CE Credit

Per 12 AAC 64.500(n), licensees may receive continuing education credit for course(s) they attended that were offered outside of the state that are required to earn a professional designation. These courses must be delivered by a nationally recognized real estate education provider during a licensing period that has not been certified under 12 AAC 64.410 and 12 AAC 64.420.

This form should ONLY be submitted for courses NOT certified by the Alaska Real Estate Commission (AREC).

To be considered for approval, complete this form, and submit ALL attachments listed in Part III.

A copy of this form will be returned to you showing the hours of elective credit granted.

Requests for course credit should be submitted to the Real Estate Commission office no later than November 30 of odd numbered years. **NO FEE REQUIRED FOR REQUEST.**

PART I Personal Information

Full Legal Name:			
Mailing Address:	P.O. Box or Street	City	State Zip
License Number:		Contact Phone:	
EMAIL AGREEMENT: By choosing to receive correspondence on any matter affecting my license or other business with the Alaska Division of Corporations, Business and Professional Licensing, I agree to maintain an accurate email address through the MY LICENSE web page. I understand that failure to check my email account or to keep the email address in good standing may result in an inability to receive crucial information, potentially resulting in my inability to obtain or maintain licensure.			
Email Address:		Select One:	<input type="checkbox"/> Send my Correspondence Electronically <input type="checkbox"/> Send my Correspondence by Mail
<i>Note: If both boxes are selected above, you will receive correspondence electronically.</i>			

PART II CE Courses

List courses for which credit is requested:		
Title of Course	Hours	Date Course Completed

PART II CE Courses (continued)

Title of Course	Hours	Date Course Completed

Alaska real estate statute requires licensees to complete 20 hours CE, 8 hours of designated and 12 hours of elective continuing education during each license renewal period. Excess hours may not be carried forward to future renewal periods.

PART III Required Attachments

- Copy of the materials promoting or describing class and designation.
- Evidence that the real estate education provider is nationally recognized.
- A certificate of completion, to include the date(s) of attendance.

→ **Licensee: Do Not Write Below This Line - For AREC Use Only**

AREC USE ONLY

CE Elective Hours Granted toward current license renewal period:		License Renewal Period Ends:	
Executive Administrator Signature:		Date:	