



State of Oklahoma REAL ESTATE APPRAISER BOARD

400 NE 50th St., Oklahoma City, Oklahoma 73105-1816
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REQUEST FOR RENEWAL OF COURSE FOR QUALIFYING/CONTINUING EDUCATION CREDIT ***SEE INSTRUCTIONS AT BOTTOM LEFT; ALL APPLICATIONS MUST INCLUDE PROPER REMITTANCE***

Name and Address of Provider/Sponsor Submitting Course	Name and Telephone Number of Contact Person Name: _____ Telephone: _____ Fax: _____ Email address: _____
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Course Title/Name: _____	
Provider #: _____	Location: _____
Course #: _____	Total Hours Requested: _____ City: _____
Primary Instructor: _____	

"I certify that the information contained within this course remains the same as that originally submitted and I will notify the Oklahoma Real Estate Appraiser Board of any changes made in the information contained within this course within ten (10) days."

_____ Name (Typed or Printed)	_____ Signature
_____ Title:	_____ Date:

"To the best of my knowledge, information, and belief, this providing or sponsoring entity owns or otherwise has the right to the use of course materials to be used in this course, and use of these materials does not infringe on any copyright or other rights of any other parties. The provider of this course is and shall remain in compliance with the Appraiser Qualifications Board (AQB) Course Approval Program (CAP) Course Owner-Secondary Provider agreement as set forth in the AQB CAP Policies and Procedures, if applicable."

_____ Name (Typed or Printed)	_____ Signature
_____ Title:	_____ Date:

<p><u>Use this form to request renewal of courses for qualifying or continuing education.</u></p> <ol style="list-style-type: none"> Forward original form to OREAB. Do not fax. Attach <i>one</i> copy of the course outline that includes a time schedule, topics and learning objectives. Attach <i>one</i> copy of <u>all</u> course materials, including published textbooks and examinations to be used in this course. Submission must be received at least <u>seven business days</u> prior to a Board meeting or it will be held over until the following meeting. Course owners: attach AQB and IDECC approval letters. Secondary Providers: include a copy of the course owner-secondary provider agreement, AQB approval letter (if applicable), and provider specific IDECC approval letter. Course renewals must include a Twenty Dollar (\$20.00) non-refundable fee. Renewals of courses that were approved based on AQB CAP approval must be accompanied by a copy of the new AQB CAP approval letter. 	<p>OREAB USE ONLY: APP ____ COURSE ____</p> <p><input type="checkbox"/> Disapproved.</p> <p><input type="checkbox"/> Approved for ____ hours of qualifying and/or continuing education.</p> <p>Course Expiration Date: _____</p> <p>By: _____ Approval Date: _____</p> <p>Check No.: _____ Check Date: _____</p>
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