



THE STATE  
of

**ALASKA**

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

**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](http://ProfessionalLicense.Alaska.Gov/RealEstateCommission)

## Adding or Removing Additional Education Topics

### PART I Personal Information

<b>Full Legal Name:</b>			
<b>Mailing Address:</b>	P.O. Box or Street	City	State Zip
<b>Phone Number:</b>		<b>Instructor Number:</b>	
<p><b>EMAIL AGREEMENT:</b> 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.</p>			
<b>Email Address:</b>			<input type="checkbox"/> Send my Correspondence by Email <input type="checkbox"/> Send my Correspondence by US Mail

### PART II Adding Additional Topics

Please check each subject area and topic number that you are requesting approval to instruct. **Remember: You must be able to show that you have experience in each subject area. [12 AAC 64.440(b)(c)]**

Topic Number	Subject Area	Topic Number	Subject Area
<input type="checkbox"/> 1	Licensee Relationships	<input type="checkbox"/> 22	Real Estate Brokerage Management
<input type="checkbox"/> 2	Closing Transactions	<input type="checkbox"/> 23	Real Estate Investment Analysis
<input type="checkbox"/> 3	Common Interest Ownership and Resale Certificates Required Under AS 34.08.590	<input type="checkbox"/> 24	Real Estate Property Law
<input type="checkbox"/> 4	Communications, Negotiations, and Real Estate Counseling Skills	<input type="checkbox"/> 25	Real Estate License Law
<input type="checkbox"/> 5	Repealed 6/28/1997	<input type="checkbox"/> 26	Securities
<input type="checkbox"/> 6	Contracts	<input type="checkbox"/> 27	Title Insurance and Lien Law
<input type="checkbox"/> 7	Energy Conservation	<input type="checkbox"/> 28	Trust Account Management
<input type="checkbox"/> 8	Health, Safety, Environmental Issues and ADA Compliance	<input type="checkbox"/> 29	Trusts, Estates and Probate
<input type="checkbox"/> 9	Fair Housing, Equal Opportunity Laws	<input type="checkbox"/> 30	Ethical Decision Making in Real Estate Transactions
<input type="checkbox"/> 10	Financing Real Estate	<input type="checkbox"/> 31	Community Association Management
<input type="checkbox"/> 11	Foreclosure, Judgments and Bankruptcy	<input type="checkbox"/> 32	Community Association Documents
<input type="checkbox"/> 12	International Real Estate Transactions	<input type="checkbox"/> 33	Risk Management
<input type="checkbox"/> 13	Land Use, Planning, Zoning and Building Codes	<input type="checkbox"/> 34	Alaska Landlord Tenant Law
<input type="checkbox"/> 14	Legal Descriptions	<input type="checkbox"/> 35	Customer Client Services
<input type="checkbox"/> 15	Listing Responsibilities	<input type="checkbox"/> 36	Commercial Property Management
<input type="checkbox"/> 16	Marketing Property	<input type="checkbox"/> 37	Tax Law and Exchanges

## PART II Adding Additional Topics (continued)

<input type="checkbox"/> 17	New Construction	<input type="checkbox"/> 38	Broker Disclosure Responsibilities
<input type="checkbox"/> 18	Prohibited Conduct	<input type="checkbox"/> 39	Broker Supervision
<input type="checkbox"/> 19	Property Disclosure and Inspections	<input type="checkbox"/> 40	Broker Trust Account Responsibilities
<input type="checkbox"/> 20	Residential Property Management	<input type="checkbox"/> 41	Organizing and Managing a Real Estate Office
<input type="checkbox"/> 21	Property Valuation		
Pursuant to AS 12 AAC 64.440(b)(c), I have the documented experience in the topic areas requested in Part II above.			
<input type="checkbox"/> Yes <input type="checkbox"/> No			

## PART III Removing Topics

Please check each subject area and topic number that you wish to remove from your instructor certification. An updated certificate reflecting these changes will be forwarded to you.

Topic Number	Subject Area	Topic Number	Subject Area
<input type="checkbox"/> 1	Licensee Relationships	<input type="checkbox"/> 22	Real Estate Brokerage Management
<input type="checkbox"/> 2	Closing Transactions	<input type="checkbox"/> 23	Real Estate Investment Analysis
<input type="checkbox"/> 3	Common Interest Ownership and Resale Certificates Required Under AS 34.08.590	<input type="checkbox"/> 24	Real Estate Property Law
<input type="checkbox"/> 4	Communications, Negotiations, and Real Estate Counseling Skills	<input type="checkbox"/> 25	Real Estate License Law
<input type="checkbox"/> 5	Repealed 6/28/1997	<input type="checkbox"/> 26	Securities
<input type="checkbox"/> 6	Contracts	<input type="checkbox"/> 27	Title Insurance and Lien Law
<input type="checkbox"/> 7	Energy Conservation	<input type="checkbox"/> 28	Trust Account Management
<input type="checkbox"/> 8	Health, Safety, Environmental Issues and ADA Compliance	<input type="checkbox"/> 29	Trusts, Estates and Probate
<input type="checkbox"/> 9	Fair Housing, Equal Opportunity Laws	<input type="checkbox"/> 30	Ethical Decision Making in Real Estate Transactions
<input type="checkbox"/> 10	Financing Real Estate	<input type="checkbox"/> 31	Community Association Management
<input type="checkbox"/> 11	Foreclosure, Judgments and Bankruptcy	<input type="checkbox"/> 32	Community Association Documents
<input type="checkbox"/> 12	International Real Estate Transactions	<input type="checkbox"/> 33	Risk Management
<input type="checkbox"/> 13	Land Use, Planning, Zoning and Building Codes	<input type="checkbox"/> 34	Alaska Landlord Tenant Law
<input type="checkbox"/> 14	Legal Descriptions	<input type="checkbox"/> 35	Customer Client Services
<input type="checkbox"/> 15	Listing Responsibilities	<input type="checkbox"/> 36	Commercial Property Management
<input type="checkbox"/> 16	Marketing Property	<input type="checkbox"/> 37	Tax Law and Exchanges
<input type="checkbox"/> 17	New Construction	<input type="checkbox"/> 38	Broker Disclosure Responsibilities
<input type="checkbox"/> 18	Prohibited Conduct	<input type="checkbox"/> 39	Broker Supervision
<input type="checkbox"/> 19	Property Disclosure and Inspections	<input type="checkbox"/> 40	Broker Trust Account Responsibilities
<input type="checkbox"/> 20	Residential Property Management	<input type="checkbox"/> 41	Organizing and Managing a Real Estate Office
<input type="checkbox"/> 21	Property Valuation		



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## Signature Page

<b>Applicant Name:</b>	
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### **PART IV** Agreement

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted herewith are true and correct.

I understand that any falsification or misrepresentation of any item or response in this application, or any attachment hereto, or falsification or misrepresentation of documents to support this application, is sufficient grounds for denying, revoking, or otherwise disciplining a license, certificate, or permit to practice in the state of Alaska.

I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

<b>Applicant's Signature:</b>		<b>Date:</b>	
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