

**Louisiana Real Estate Commission**  
**State of Louisiana**  
Office of the Governor

JEFF LANDRY  
GOVERNOR



TAYLOR F. BARRAS  
COMMISSIONER OF ADMINISTRATION

**COURSE APPROVAL APPLICATION**  
**(For Post-license and Continuing Education)**

Course Registration Fee: \$15.00  
Processing Fee: \$25.00  
**TOTAL FEE: \$40.00**

**IMPORTANT:** A separate course approval application and the prescribed fee must be submitted for each course. The course and all accompanying materials must be developed in accordance with the LREC Course Approval Guidelines, available online at [www.lrec.gov](http://www.lrec.gov). Each instructor must be submitted using the Vendor Certification of Instructor Qualifications form accompanied by the prescribed fee. Incomplete submissions will not be processed.

**GENERAL INFORMATION:**

Vendor Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Select One:    ☐ State Certified Real Estate Vendor                      Vendor Number: \_\_\_\_\_  
                    ☐ State Certified Vendor – one-time course approval  
                    ☐ Non-vendor seeking one-time course approval (Chapter 55, § 5539)

**COURSE INFORMATION:**

Course Title: \_\_\_\_\_

Recertification of Approved Course:    ☐ NO                      ☐ YES – Course Tracking #: \_\_\_\_\_

Total Clock Hours: \_\_\_\_\_                      Total Education Hours Requested: \_\_\_\_\_

Delivery Method (select one):    ☐ Live Presentation                      ☐ Distance Learning

Attendance Verification:    ☐ Sign in/out sheets

**LOUISIANA REAL ESTATE COMMISSION**

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☐ Other (provide details): \_\_\_\_\_

**INSTRUCTORS:** Must submit the Vendor Certification of Instructor Qualifications form and required fee for each instructor.

Primary Instructor: \_\_\_\_\_

Supplemental Instructor(s): \_\_\_\_\_

Primary Instructor: \_\_\_\_\_

Supplemental Instructor(s): \_\_\_\_\_

**CERTIFICATION:**

I certify that all information contained in this application, including all supplemental information submitted in support of obtaining course approval, is true and correct to the best of my knowledge. I agree to comply with all rules and regulations of the Louisiana Real Estate Commission. I understand that any changes to the information or materials approved by the Commission must be submitted for recertification, as prescribed in Chapter 55, § 5525 of the Commission rules and regulations.

Authorized Representative Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_