



State of Oklahoma
REAL ESTATE APPRAISER BOARD

3625 N.W. 56th St, Ste 100, Oklahoma City, Oklahoma 73112
Phone: (405) 521-6636 Fax: 522-6909 Email: reabadmin@oid.ok.gov
Website: www.reab.oid.ok.gov

REQUEST FOR APPROVAL OF COURSE FOR 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:
Provider #: APP

Course Title/Name:
Standing Course
One-time or Limited-Period Seminar
If One-time or Limited-Period Seminar:
Date of Course: Start Time:
Location:
City:
Primary Instructor:

Method of Instruction
Classroom/Lecture
Seminar
On-line
Other:
Method of Determining Successful Completion
Final Examination (or a series of examinations) - Proctored
Completed Text
Roster
Attendance Monitored by Sign-in/Sign-out Sheet
Other:

Total Hours Requested:
Has this course been approved by the Appraiser Qualifications Board (AQB) Course Approval Program?
Yes.
No.

Course Description: Describe General Content of Course:

Text References: Name Published Text(s) to be used:

Name & Signature of Individuals Authorized to Sign Certificates of Completion:
Name (Typed or Printed)
Signature
\*\* Facsimile signatures acceptable.

"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."
Name (Typed or Printed)
Signature
Title:
Date:

- Use this form to request approval of courses for continuing education.
1. Forward original form to OREAB. Do not fax.
2. Attach one copy of the course outline that includes a time schedule, topics and learning objectives.
3. Attach one copy of all course materials, including published textbooks and examinations to be used in this course.
4. Submissions must be received at least five working days prior to a Board meeting or it will be held over until the following meeting.
5. Course owners: attach AQB and IDECC approval letters.
6. Secondary Providers: include a copy of the course owner-secondary provider agreement, AQB approval letter (if applicable), and provider specific IDECC approval letter.
7. AQB approved course submittals must include a Twenty Dollar (\$20.00) non-refundable fee.
8. Course submittals not approved by AQB must include a Fifty Dollar (\$50.00) non-refundable fee.

OREAB USE ONLY: APP COURSE
Disapproved.
Approved for hours of continuing education.
Course Expiration Date:
By: Approval Date:
Check No.: Check Date: