



Real Estate Instructions for Attorney Applicants

Requirements:

- **Written Examination:** Attorney applicants who do not have an active real estate license in another state are required to take both portions of the CT Real Estate Examination. Applicants with an active real estate license in another state are required to take the State Portion of the CT Real Estate examination.
- **Education:** Real estate courses will be considered from your law school, any other college, university or professional real estate school. An original transcript from each institution is required. ***No correspondence courses or online courses are acceptable.***
- **Certification of License History:** A certification of license history is required from the licensing authority in every state in which you currently hold or have ever held a real estate license.
- **Salespersons:** Sponsoring broker must have an “Active” Connecticut license. Sponsorship information is *not* required to take the examination.
- **Brokers:** Must also complete a 30 hour real estate appraisal course *and* 30 hour course in related real estate subjects, *and* have a minimum of 2-years of licensed real estate experience in this state *or* have an active license as a broker in another state.

Fees:

- **Salesperson: \$80.00**
- **Broker: \$120.00**

A check or money order in the amount indicated above made payable to “**Treasurer, State of Connecticut**” must accompany the application. Application fees are non-refundable.

The initial licensing fee and guaranty fund will be due after you successfully complete the examination.

Examination:

- The Department of Consumer Protection and the Real Estate Commission will review your application to determine your exam eligibility.
- Once this application is reviewed and approved, you will receive an **Examination Eligibility Postcard from PSI Examination Services** with instructions to register and schedule the examination. PSI can be contacted at 1-800-733-9267 or www.psiexams.com.

Legal Entities:

If you plan to do business as a Legal Entity you must obtain a broker license in the name of that legal entity. Follow these application procedures first; then **AFTER** you have passed the CT Broker Licensing Exam, go to www.ct.gov/dcp and download the Legal Entity Application and submit with initial license fee and your passing CT broker exam score report.

→ Return your completed application, documentation, and applicable fee to:

**Department of Consumer Protection
License Services Division
165 Capitol Avenue
Hartford, CT 06106**

STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION
LICENSE SERVICES DIVISION
165 Capitol Avenue
Hartford, CT 06106
Email: dcp.licenseservices@ct.gov
Web site: www.ct.gov/dcp



Real Estate Attorney Applicants

Please check (✓) the license type you are applying for: Salesperson: \$80.00 Broker: \$120.00

Section I: Applicant Information

First Name		Middle Initial	Last Name	
Street Address		City	State	Zip Code
Telephone Number	Email Address		Social Security Number*	Date of Birth
Mailing Address (if different from above)		City	State	Zip Code

*The Federal Privacy Act of 1974 requires that you be notified that disclosure of your Social Security Number is required pursuant to CGS17b-137a.

Section II: Professional History

Have you ever held or do you currently hold a real estate license in any other State or D.C.? Yes No

If yes: list all states, license numbers and type of license: _____

Attach an original certification of license history received directly from each state in which you have or had a real estate license

Have you ever been convicted of a felony crime or been convicted of a crime including, but not limited to, forgery, embezzlement, obtaining money under false pretenses, extortion, criminal conspiracy to defraud, or any like offenses? Yes No *If yes, attach a statement providing the date(s) and nature of conviction(s), where the cases were decided, and a description of the circumstances.*

Have you ever had a real estate license refused, suspended or revoked in any State? Yes No *If yes, attach a statement providing the state(s) and the details regarding the type of action taken.*

Has a complaint ever been filed against you with any state licensing authority? Yes No *If yes, attach a statement providing the state(s) and the details regarding the nature of the complaint(s).*

Do you agree to immediately return any license, when required by the Real Estate Commission, and to conform to all rules and regulations promulgated by the Commission and this Department? Yes No

Section III: Real Estate Education

Provide the course number, course name or school code for each course which you would like considered:

Salesperson & Broker:

➤ REAL ESTATE PRINCIPLES & PRACTICES (60 hrs.) Course name/number _____

Broker:

➤ REAL ESTATE APPRAISAL I (30 hrs.) Course name/number _____

➤ RELATED SUBJECT IN REAL ESTATE (30 hrs.) Course name/number _____

➤ LICENSED AS SALESPERSON FOR AT LEAST TWO (2) YEARS Yes No

✓ **You must provide original transcripts and/or course certificates for each course to be considered.**

Section IV Consent for Service for all Non CT Residents

The undersigned _____ county of _____
Printed Name of Applicant

State of _____ I, applicant hereby file irrevocably consent that suits and actions may be commenced against such applicant in the proper court in any judicial district of the state in which a cause of action may arise or in which the plaintiff may reside, and that in the event proper service of process cannot be made upon such applicant in any such proceeding, service may be made by service of process or pleading authorized by the laws of Connecticut on the Chairperson of the Connecticut Real Estate Commission, hereby stipulating and agreeing that such service of such process or pleading upon the said Chairperson of the Connecticut Real Estate Commission shall be taken and held in all courts to be as valid and binding as if service had been made upon said applicant in the State of Connecticut, in accordance with Connecticut General Statutes, Section 20-317(b).

Signature of Applicant _____ *Date* _____

Section V: Notarization

I, _____ being duly sworn according to law, hereby affirm that the answers
Printed Name of Applicant
given in this application are true to the best of my knowledge and belief and that this application is made for the sole purpose of obtaining a Real Estate license.

Signature of Applicant _____ *Date* _____

Subscribed and sworn to before me, this _____ day of _____ 20 _____

Signature of Notary Public, Justice of the Peace, Commissioner of Superior Court _____ *My Commission Expires* _____

Please be sure you have read and understood all licensing requirements, rules and regulations available on our website at www.ct.gov/dcp prior to mailing this application. Incomplete application packages will result in delay in the processing of your application.

→ Return your completed application, documentation, and applicable fees to:

**Department of Consumer Protection
License Services Division
165 Capitol Avenue
Hartford, CT 06106**