

# You may now pay this fee Online!



Beginning June 5, 2024, this new payment option will be available for Division of Real Estate licensure related fees.

Applicants and licensees may submit one-time payments online in place of sending a check or money order.

To pay online, please visit <https://idfpr.illinois.gov/epay.html>.

Once paid, complete the Payment Method section below and email your application, supporting documents, and this page to [fpr.realestate@illinois.gov](mailto:fpr.realestate@illinois.gov).

Access the  
ePay site via  
QR Code here



**Important:** Please complete the "Payment Method" section below for each application to ensure proper handling:

## Payment Method

\_\_\_ Online – Paid Online at: <https://idfpr.illinois.gov/epay.html> in the amount of \_\_\_\_\_. Approved# \_\_\_\_\_

\_\_\_ Check/Money Order. Check# \_\_\_\_\_

Licensure Method: "Licensure by Non Exam"

REAL ESTATE **BROKERAGE** PRE-LICENSE/POST-LICENSE COURSE APPLICATION



**ILLINOIS DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION**  
 Division of Real Estate  
 PO Box 7570  
 Springfield, Illinois 62791-7570  
[fpr.realestateeducation@illinois.gov](mailto:fpr.realestateeducation@illinois.gov)

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**Important Notice:** Completion of this form is necessary to accomplish the requirements outlined in the Illinois Real Estate License Act of 2000 {225 ILCS 454}. Disclosure of this information is **REQUIRED**. Failure to comply may result in this form not being processed. This form has been approved by the Agency Forms Coordinator.

Education Provider Name:	Education Provider License #: <b>515</b> .
Education Provider Address:	Phone:
	Email:
Administrator Name:	Website:
Instructor Name:	Instructor License #:

**Please select the title of the course being applied for (one application per course):**

- Broker Pre-License Topics (60 Hrs.)\*
- Broker Pre-License Applied Real Estate Principles-Interactive (15 Hrs.)\*
- Broker Post License Transactional Issues (15 Hrs.)\*
- Broker Post License Risk Management/Discipline (15 Hrs.)\*
- Broker Post License Applied Broker Principles (15 Hrs.)\*
- Managing Broker Pre-License Topics (30 Hrs)\*
- Managing Broker Pre-License Applied Management and Supervision-Interactive (15 Hrs)\*
- (Optional) Broker Pre-License Endorsement Course (30 Hrs)
- (Optional) Managing Broker Pre-License Endorsement Course (30 Hrs)
- (Optional) Real Estate Auction Pre-Certification Course (30 Hrs)
- (Optional) Leasing Agent (15 Hrs.)

\* Education Providers intending to offer Pre-License/Post-License Courses must offer the full Pre/Post Curriculum (7 Courses) - The curriculum is outlined in Section [1450.1105](#) of the Administrative Rules for the Real Estate License Act.

**Please select ONE delivery method for the course being applied for:**

Live Interactive Delivery (check all that apply)	Online Distance	Home Study	Hybrid Course
<input type="checkbox"/> Classroom <input type="checkbox"/> Interactive Webinar (Live - Simultaneous)	Learning Management System (LMS) <small>*Administrator Level User Name and Password <u>must</u> be provided</small>	Home Study/Correspondence/Internet (Non-LMS)	Combination of Live Classroom/Webinar and Online Distance (Home Study may <u>NOT</u> be used)

**What type of proctored exam will this course require (Mandatory for Home Study/Correspondence Courses):**

- Paper/Written
  Digital/Internet

**All course applications must include the following items:**

- A **NON-REFUNDABLE** APPLICATION FEE OF \$150.00 **FOR EACH COURSE** (see cover sheet for ePay options) PAYABLE TO IDFPR.
- COURSE DESCRIPTION
- COMPREHENSIVE TIMED OUTLINE (MUST CONTAIN TIME SPENT ON EACH TOPIC AND TOTAL COURSE TIME EXCLUDING TIME SPENT ON EXAM)
- LEARNING OBJECTIVES
- COURSE FINAL EXAM (MANDATORY FOR HOME STUDY/CORRESPONDENCE AND BROKER POST-LICENSE COURSES)
- SEPARATE EXAM ANSWER KEY (MANDATORY FOR HOME STUDY/CORRESPONDENCE AND POST-LICENSE COURSES)
- COPY OF THE EDUCATION PROVIDER'S WRITTEN PROCTOR AGREEMENT AND EXAM PROCTOR POLICY (MANDATORY FOR HOME STUDY/CORRESPONDENCE)
- ANY MATERIALS PROVIDED TO THE STUDENTS INCLUDING, TEXTBOOKS, INSTRUCTOR NOTES, POWERPOINT, ETC.
- INSTRUCTOR RESUME/BIO AND COPY OF CURRENT ILLINOIS REAL ESTATE INSTRUCTOR LICENSE

**SEND ALL MATERIALS TO [FPR.RealEstateEducation@illinois.gov](mailto:FPR.RealEstateEducation@illinois.gov) OR MAIL THEM TO:  
 IDFPR- DIVISION OF REAL ESTATE, PO Box 7570, SPRINGFIELD, IL 62791-7570**

As an authorized representative of the licensed Education Provider, I understand that if I provide false or fraudulent information the Education Provider could be disciplined and/or fined. I read this application in its entirety and to the best of my knowledge all statements are true, correct, and accurate.

Authorized Representative Signature \_\_\_\_\_ Authorized Representative Printed Name \_\_\_\_\_ Date \_\_\_\_\_