



**State of New Jersey  
Department of Banking and Insurance**



**New Jersey Real Estate Commission  
20 West State Street  
P.O. Box 328  
Trenton, NJ 08625-0328  
ATTN: SALESPERSON EDUCATION WAIVER APPLICATION, 7<sup>TH</sup> FLOOR**

PHONE: 609-292-7272  
www.dobi.nj.gov

## SALESPERSON EDUCATION WAIVER APPLICATION

**PLEASE MAIL THE FOLLOWING TO THE ABOVE ADDRESS IN A SINGLE ENVELOPE:**

1. FULLY COMPLETED SALESPERSON EDUCATION WAIVER APPLICATION
2. NON-REFUNDABLE \$25 APPLICATION FEE, PAYABLE TO THE "STATE TREASURER OF NEW JERSEY"
  - a. ACCEPTABLE PAYMENT TYPES: MONEY ORDER, CERTIFIED CHECK, CASHIER'S CHECK, BUSINESS CHECK FROM A BROKERAGE
  - b. UNACCEPTABLE PAYMENT TYPES: PERSONAL CHECKS, CREDIT CARD INFO, CASH ETC.
  - c. IF YOU ARE AN HONORABLY DISCHARGED DISABLED VETERAN AND A RESIDENT OF NJ, CHECK BOX HERE: 
    - i. INCLUDE COPY OF DD-214 AND CERTIFICATE OF DISABILITY FROM THE VA TO HAVE \$25 FEE WAIVED
3. SUPPLEMENTARY DOCUMENTATION AS REQUIRED FOR CRITERIA PARTS A, B, C, D & E – SEE PAGE 2

**YOU MUST BE AT LEAST 18 YEARS OLD AND HOLD A HIGH SCHOOL DIPLOMA/GED TO GET LICENSED IN NJ**

**1. LEGAL NAME:** \_\_\_\_\_  
(First Name, Middle Initial, Last Name) (Suffix [Sr., Jr., III etc.] If Applicable)

**2. DATE OF BIRTH (MM/DD/YYYY):** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**3. SOCIAL SECURITY NUMBER:** \_\_\_\_ - \_\_\_\_ - \_\_\_\_

**4. RESIDENTIAL MAILING ADDRESS:** \_\_\_\_\_  
(Number and Street / PO Box) (Apt. / Suite)

\_\_\_\_\_  
(County) (City) (State) (ZIP Code + 4)

**5. TELEPHONE NUMBER(s):** \_\_\_\_ - \_\_\_\_ - \_\_\_\_ (Primary Number with Area Code)  
\_\_\_\_ - \_\_\_\_ - \_\_\_\_ (Secondary Number with Area Code)

**6. EMAIL ADDRESS:** \_\_\_\_\_

### APPLICANT AFFIDAVIT

I hereby certify that the information I have provided for this salesperson waiver application is completely correct. I understand that any falsification of information may result in denial of licensure. I further certify that I am least 18 years of age and have a legitimate high school diploma or high school equivalency

|                          |                              |                   |
|--------------------------|------------------------------|-------------------|
| PRINT (Applicant's Name) | SIGNATURE (Applicant's Name) | DATE (MM/DD/YYYY) |
|--------------------------|------------------------------|-------------------|

## WAIVER CATEGORIES AND CRITERIA

**A. I hold a license as a real estate salesperson in another state.**

Criteria:

- I have been actively licensed as a salesperson in this state at any time within the past three years
- I qualified for licensure in that state upon completing a prelicensure course offered by a proprietary school, college or university sanctioned by the real estate licensing authority of that state, and upon passing an examination

Required Supplementary Documentation:

- License Certification / Certificate of Licensure / Letter of Good Standing (**NOT** a copy of your license). Must be received by the NJ REC along with your application within 30 days of the originating state's real estate licensing authority's listed date of issue
- If you took **75 or more hours** of education to get licensed in the originating state, no further supplementary documentation is required
- If you took **less than 75 hours** of education to get licensed in the originating state:
  - You must take additional course hours to make up the difference between NJ's 75-hour requirement and the hours that you took to get licensed in the originating state. Your two options to make up this difference are: 1. Broker courses offered in the state of original licensure; and/or 2. The 15- or 30-hour refresher course offered by NJ prelicensure schools. Include a copy of the course completion certificate along with your application.

**B. I hold a license as a real estate broker in another state.**

Criteria:

- I have been actively licensed as a broker in this state at any time within the past three years
- I qualified for licensure in that state by passing an examination

Required Supplementary Documentation:

- License Certification / Certificate of Licensure / Letter of Good Standing (**NOT** a copy of your license). Must be received by the NJ REC along with your application within 30 days of the originating state's real estate licensing authority's listed date of issue

**C. I am an attorney-at-law currently licensed to practice in New Jersey or another state.**

Required Supplementary Documentation:

- Certificate of Good Standing issued by the Clerk of the Supreme Court of the State in which you are licensed to practice law. Must be received by the NJ REC along with your application within 30 days of the originating state's listed date of issue

**D. I have earned a bachelor's or associate's degree majoring in real estate from an accredited college, university or postgraduate school.**

Required Supplementary Documentation:

- Include a copy of your transcripts from this school showing conferment of a degree

**E. I have earned an associate's, bachelor's and/or master's degree from an accredited college or university within the last three years**

Criteria:

- I took 75 or more hours of instruction in real estate related subjects at a college or university, and took these courses within three years of completing this application; **OR**
- I took a total of 75 or more hours of instruction in real estate related subjects between an associate's, bachelor's and/or master's degree, with at least 45 of those hours of coursework as part of a post-graduate program, and took these courses within three years of completing this application

Required Supplementary Documentation:

- Include a copy of your transcripts from this school showing conferment of a degree

I hereby certify that the information I have provided for this salesperson waiver application is completely true and correct, and that the NJREC may rely on its truthfulness in considering this application. I understand that any falsification of information may result in denial of licensure.

\_\_\_\_\_  
PRINT (APPLICANT'S NAME)

\_\_\_\_\_  
SIGNATURE (APPLICANT'S NAME)

\_\_\_\_\_  
DATE (MM/DD/YYYY)