**TO APPLY:**

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Submit this completed application along with copies of your exam transcripts and/or exam completion certificates to: education@car.org. Applications sent via email are strongly preferred. To apply by mail: C.A.R. Education, CTC Program, 525 S. Virgil Avenue,
Los Angeles, CA 90020. Please allow up to three (3) weeks upon receipt to process your application. Incomplete applications will take longer to process.

 **Please fill out this form in its entirety.**

|  |
| --- |
| **Name as you would like it to  to appear on your certificate** |
| **Street Address** | **City** | **State** | **Zip code** |
| **Email address** | **Phone number** |
| * **Non-licensed**
 | * **Licensed - Your BRE#**
 |

**You must take and successfully complete the required transaction coordinator courses. Please indicate which courses you have taken and when you passed the course exam.**

**IF YOU ARE A NON-LICENSED APPLICANT**

1. **Fundamentals of Transaction Coordination** Date Exam Passed:
2. **Transaction Talk Workshop** Date Exam Passed:
3. **Real Estate Do’s and Don’ts for Non-Licensees** Date Exam Passed:
4. **Elective:** Date Exam Passed:

**IF YOU ARE A LICENSED APPLICANT**

1. **Fundamentals of Transaction Coordination** Date Exam Passed:
2. **Transaction Talk Workshop** Date Exam Passed:
3. **Elective #1:** Date Exam Passed:
4. **Elective #2:** Date Exam Passed:

**ELECTIVES *(see above for requirements)***

* **All About Disclosures OR Disclosures 1 & 2: What You Need to Know**
* **California Residential Purchase Agreement (RPA)**
* **Risk Management**
* **Transaction Coordination 2: Beyond the Contract**