



**PSI Services LLC**  
Phone: (855) 340-3710  
E-mail: [examschedule@psionline.com](mailto:examschedule@psionline.com)  
<https://test-takers.psiexams.com/tnre>

Before paying for  
your examination registration,  
be sure you understand  
the contents of this bulletin.  
Please retain and use it as a reference  
when contacting PSI.

## TENNESSEE REAL ESTATE COMMISSION



### TENNESSEE REAL ESTATE CANDIDATE INFORMATION BULLETIN

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Please refer to our website to check for the most updated information at <https://test-takers.psiexams.com/tnre>

## EXAMINATIONS BY PSI EXAMINATION SERVICES

This Candidate Information Bulletin provides you with information about the examination and application process for a real estate license in the State of Tennessee.

Tennessee state laws stipulate that a person may not act as a real estate broker, affiliate broker, timeshare salesperson, or acquisition agent without first obtaining a license issued by the Tennessee Real Estate Commission (TREC). To be licensed, you must pass an examination to confirm that you have attained at least a minimum level of knowledge regarding the principles, practices, statutes, and regulations relating to real estate.

TREC contracted with PSI Examination Services (PSI) to conduct the examination program. PSI provides examinations through a network of computer examination centers in Tennessee. PSI works closely with TREC to be certain that examinations meet local as well as national requirements in basic principles and examination development standards.

The following are the Tennessee real estate licensing examinations offered by PSI Examination Services:

- Broker
- Affiliate Broker
- Timeshare Salesperson
- Acquisition Agent

### CONTACT INFORMATION

All questions and requests for information pertaining to the **EXAMINATION** should be directed to PSI.

PSI Examination Services  
(855) 340-3710

<https://test-takers.psiexams.com/tnre>

All questions and requests for information pertaining to **LICENSURE** should be directed to TREC.

Tennessee Real Estate Commission (TREC)  
500 James Robertson Parkway  
Nashville, TN 37243-1151  
(615) 741-2273 or (800) 342-4031

<https://www.tn.gov/commerce/section/real-estate-commission>  
Email: [trec.info@tn.gov](mailto:trec.info@tn.gov)

## EXAMINATION ELIGIBILITY AND APPROVAL PROCESS

The Tennessee Real Estate Broker License Act of 1973 & Rules of the Commission, along with the Tennessee Timeshare Act of 1987 govern whether or not a candidate will be issued a license. **Successful completion of the examination does not guarantee the issuance of any license.**

On the examination day candidates must answer a series of qualifying questions, listed below. A “yes” answer to questions 1 through 5 may decrease a candidate’s ability to become licensed in Tennessee.

After candidates have completed the pre-licensing requirements, TREC will review the information provided and make a decision based on the applicant’s qualifications.

### QUALIFYING QUESTIONS

1. Have you ever held a license for any profession?
2. Have you held a Real Estate license in TN?
3. Are you at least 18 years of age?
4. Have you ever pled guilty, pled nolo contendere, or been convicted of any criminal offense?
5. If you answered yes to question 4, are you at least two years past the end of your

**PER RULE 1260-01-.01(4) NO PERSON SHALL BE ELIGIBLE FOR EXAMINATION OR BE CONSIDERED FOR LICENSURE UNLESS TWO (2) YEARS HAVE PASSED FROM THE DATE OF EXPIRATION OF PROBATION, PAROLE OR CONVICTION, OR FROM THE DATE OF RELEASE FROM INCARCERATION, WHICHEVER IS LATER IN TIME. THIS RESTRICTION SHALL APPLY TO ALL FELONIES, AND MISDEMEANORS WHICH INVOLVE THE THEFT OF MONEY, SERVICES, OR PROPERTY.**

6. Have you ever had any disciplinary sanctions imposed by any local, state, or federal occupational licensing body?

The documentation described in each case above will be required by TREC at the time a candidate passes the examination and wishes to apply for a license. ***The information should NOT be sent to PSI, nor should it be brought to the examination center.***

### AFFILIATE BROKER CANDIDATES

Your education provider will provide your eligibility electronically to PSI.

Individuals seeking an affiliate broker license must complete a total of 90 hours of real estate education. Sixty (60) of those hours must cover the topic of real estate principles/fundamentals and must be completed in order to qualify to take the licensing exam with PSI. The remaining 30-hour “Course for New Affiliates” must be completed before a license will be issued. (T.C.A. § 62-13.303(b)(2); Rule 1260-05-.03)

Upon passing ALL portions of the examination, you must apply for your license at <https://core.tn.gov> within six (6) months of passing the examinations.

### BROKER CANDIDATES

Broker candidates must submit the completed *Broker Examination Application* (found in the back of this bulletin) to TREC at the address listed on page 2. Approval is necessary before the broker candidate may make an examination appointment.

To be eligible for the examination, broker candidates must meet one of following criteria:

- If licensed as an affiliate broker ON OR BEFORE May 12, 1988:
  - Engaged as a real estate licensee for at least twenty-four (24) months, or
  - Holds a baccalaureate degree with a major in real estate for at least twelve (12) months.



- If licensed as an affiliate broker **AFTER** May 12, 1988:
  - Held active real estate license for at least thirty-six (36) months, or
  - Holds a baccalaureate degree with a major in real estate, for at least twenty-four (24) months.

In addition to experience, broker candidates must have successfully completed one hundred twenty (120) classroom hours of approved real estate education, thirty (30) hours of which must be an "Office/Broker Management" approved by TREC.

After completing a review of education and experience documentation, TREC will inform candidates of eligibility for examination. The approval process takes approximately four (4) weeks to complete. Candidates may make an examination reservation **after they have been approved**.

#### **BROKER POST-LICENSING EDUCATION REQUIREMENT**

Brokers **MUST** complete an additional one hundred-twenty (120) hours of Commission approved education within three (3) years from the date of issuance of an original broker's license, as a requisite for reissuance of the broker's license.

Brokers licensed after January 1, 2005 must complete sixteen (16) hours of continuing education requirements each renewal cycle after completing the 120-hour post license requirement (T.C.A. § 62-13-303(h)).

#### **REAL ESTATE CANDIDATES CURRENTLY LICENSED IN ANOTHER JURISDICTION SEEKING A TENNESSEE RESIDENT LICENSE**

*Candidates who are currently licensed in another jurisdiction and who wish to obtain a Tennessee license **MUST** meet the same educational criteria as residents of Tennessee. Nonresident candidates must be affiliated with a firm that is licensed to operate in Tennessee with a principal broker who is licensed in TN.*

All candidates must send the following documentation to TREC before they make an examination reservation.

- Course completion certificates or transcripts documenting required real estate education
- If you hold or have held a license in another state(s), you must obtain a license certification from each state in which you are or were licensed. This application will not be processed until the certification(s) is received.
- Proof of passing a written examination administered by a national testing company (PSI, ACT, ETS, NAI, Promissor, AMP, all ARELLO certified examinations) if they are requesting a waiver of the general (national, uniform) section of the Tennessee examination. (The examination must be for the same level of licensure for which they are currently applying.)
- Completed [Worksheet A](#).

**Broker candidates must submit the following documents, in addition to those listed above:**

- Broker Examination Application (found in the back of this bulletin)
- Certificate or evidence of course completion of Office Broker Management Education

Please submit ALL documents to TREC at [trec.info@tn.gov](mailto:trec.info@tn.gov).

Upon review of this material, TREC will notify candidates of examination eligibility.

#### **TIMESHARE & ACQUISITION AGENT CANDIDATES**

Upon passing the examination, candidates should visit [www.core.tn.gov](http://www.core.tn.gov) to apply for licensure. For more information and a list of required documents visit: <http://www.tn.gov/commerce/article/rec-how-to-get-a-license>

#### **FINGERPRINT REQUIREMENT (T.C.A. § 62-13-303(l))**

TREC requires fingerprints for all initial applications. Note: It isn't a requirement for testing, but it is a requirement for applicants pursuing an initial real estate license.

Fingerprints are NOT required of affiliate brokers who test and upgrade to broker.

For instructions, please click here: [Electronic Fingerprint Submission for Tennessee Real Estate Commission \(tn.gov\)](#)

### **EXAMINATION PAYMENT AND SCHEDULING PROCEDURES**

Your education provider will provide your eligibility electronically to PSI.

After your school has submitted your file to PSI, please log onto <https://test-takers.psiexams.com/tnre> or call 1-855-340-3710 to pay and schedule for your examination. Note, if PSI does not have your record, please contact your education provider.

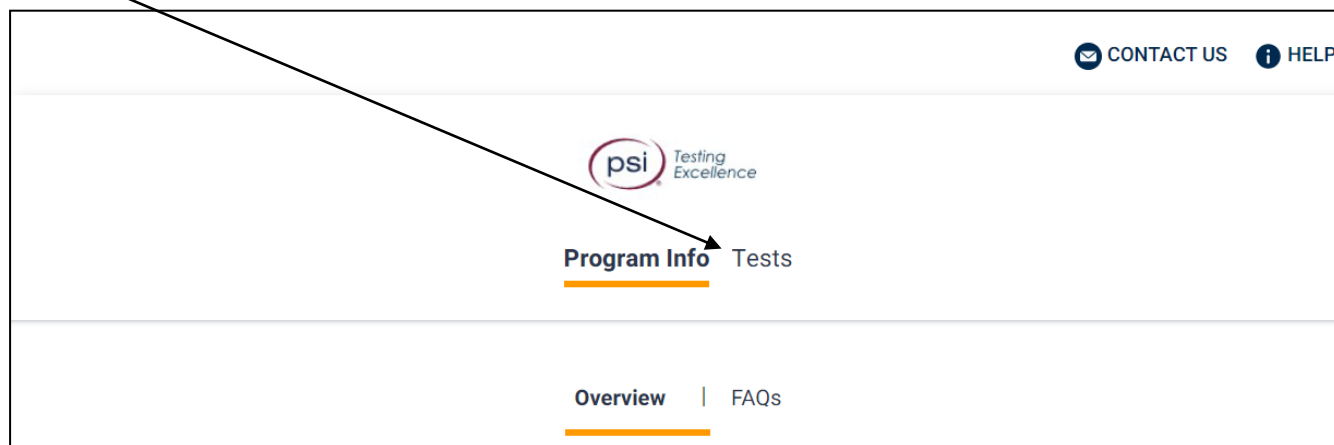
#### **EXAMINATION FEE**

Examination	Full	State Only	National Only
Affiliate Broker	\$63.00	\$26.00	\$37.00
Real Estate Broker	\$63.00	\$26.00	\$37.00
Timeshare Salesperson	\$42.00		
Acquisition Agent	\$42.00		

**NOTE: REGISTRATION FEES ARE NOT REFUNDABLE OR TRANSFERABLE. THE EXAM FEE IS VALID FOR ONE YEAR.**

For the **fastest and most convenient** examination scheduling process, register for your examinations online by accessing PSI's registration Website: [Click Here](https://test-takers.psiexams.com/ttnre) (https://test-takers.psiexams.com/ttnre).

1. You will receive an eligibility email from PSI. Select the link imbedded in the email or select the link above.
2. Select **TESTS** to create an account.



3. Select the examination and you are ready to create an account. Select **LOGIN/REGISTER**.

To continue the booking process and schedule your test, you must login or create an account.

**LOGIN/REGISTER**

4. You will be prompted to **CREATE AN ACCOUNT** with PSI.

*The first and last name must match exactly with your current, valid, government-issued ID.*

ID *	
First Name *	Last Name *
Middle Name	Generation
Email *	
Password *	<b>Your password must contain:</b> <ul style="list-style-type: none"><li>• At least one capital letter A-Z</li><li>• At least one lower case letter a-z</li><li>• At least one number 0-9</li><li>• At least one special character !@#V\$%^&amp;V*</li><li>• At least 8 and up to 32 characters</li></ul>
Confirm Password *	

5. Select your test format: (Test Center) or (Remote Proctored).

Modality	
 Site Proctored <b>SELECTED</b>	 Atlas Remote Proctored <b>SELECT</b>

## Scheduling at a Test Center


1. Enter the “City or Postal Code” and select **FIND**.

**Search Test Center Location**

Radius

5

MapSatellite



2. Select a date and time to book an appointment.

### Choose a Date and Time

<October 2021>

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

☐ Available ☒ Selected

Time slots available for  
October 08, 2021

08:00 AM

01:30 PM

3. You are now ready to pay.

**Payment**

**Billing Address**

**Order Summary**

Commercial Contractor Practice Test


Mechanical Bus and Law

\$100.00 USD

**Total Price**

CONTINUE

4. Once payment has been made you will receive a message confirming the test center, booked date, and booked time.

**Booking Confirmed!!**  [Print Confirmation](#)

Email Address:  
asingla81@psionline.com

Home Phone:  
111224444

Office Phone:  
2221112345

## Scheduling via Remote Proctor

1. Select a date and time to book an appointment.

Choose a Date and Time

October 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

○ Available ● Selected

Time slots available for October 08, 2021

08:00 AM

01:30 PM

2. You are now ready to pay.

Payment

Billing Address

Address 1 \*

Address 2

Address 3

City \*

Order Summary

Commercial Contractor Practice Test

Mechanical Bus and Law \$100.00 USD

Total Price

CONTINUE

3. Once payment has been made you will receive a message confirming the booked date and booked time. Please review the booking before selecting **CONFIRM**.

Review Booking:

Email Address: asingla81@psionline.com Home Phone: 111224444 Office Phone: 2221112345

Wednesday, October 06, 2021

5:30 PM Pacific Time

Before taking your remote online proctored exam, please check system compatibility - click [HERE](#)

☒ By continuing, you agree to The Company's [Conditions of Use And Privacy Notice](#).

CONFIRM

4. Your booking will now display in your account. You will be able to LAUNCH your test within 30 minutes of your booked test time.

**IMPORTANT: BE SURE TO CHECK THE COMPATIBILITY OF YOUR COMPUTER** to include Audio/Video Check, Webcam Check and System Check. Prior to testing, **CLICK HERE**.

By not starting your test within 15 minutes after your booked time, you forfeit your test fee or test eligibility. Fees and test eligibilities are non-refundable. If you have any questions regarding your compatibility check, or if you experience issues launching your test, you may contact PSI's technical support team at (844) 267-1017. You may also initiate a chat after you close the Secure Browser Software by clicking here.

Bookings: ?

1 days 0 hours 22 minutes until test

Wednesday, October 06, 2021 Add to Calendar

5:30 PM Pacific Time

[Print Receipt](#)

[More Information](#)

Before taking your remote online proctored exam, please check system compatibility - click [HERE](#)

Online Proctored (Live). Click the Launch button at your scheduled test time.

LAUNCH



## TELEPHONE SCHEDULING

For telephone registration, you will need a valid VISA or MasterCard. Call (855) 340-3710 and speak to a PSI registrar Monday through Friday between 6:30 am and 9:00 pm, or Saturday-Sunday between 8:00 am and 4:30 pm, Central Time.

## REREGISTERING FOR AN EXAMINATION

It is not possible to make a new examination appointment on the same day you have taken an examination; this is due to processing and reporting scores. A candidate who tests unsuccessfully on a Monday can call the next day, Tuesday, and retest as soon as Friday, depending upon space availability. You may access a registration form at <https://test-takers.psiexams.com/tnre>. You may also call PSI at (855) 340-3710.

## CANCELING AND RESCHEDULING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 2 days before the scheduled examination date*. You may call PSI at (855) 340-3710 (a representative is available Monday through Friday between 6:30 am and 9:00 pm, or Saturday-Sunday between 8:00 am and 4:30 pm, Central Time).

**Note:** A voicemail or email message is NOT an acceptable form of cancellation. Please use the PSI Website or call PSI to speak directly to a Customer Service Representative.

## MISSED APPOINTMENT OR LATE CANCELLATION

Your registration will be invalid, you will not be able to take the examination as scheduled, and you will forfeit your examination fee, if you:

- Do not cancel your appointment 2 days before the scheduled examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

## EXAMINATION ACCOMMODATIONS

All PSI examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and exam accommodations will be made in meeting a candidate's needs. A candidate with a disability or a candidate who would otherwise have difficulty taking the examination should request for alternative arrangements by [Clicking Here](#).

Candidates granted accommodation in accordance with the ADA, MUST schedule their examination by telephone and speak directly with a PSI registrar.

## EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (855)

340-3710. Every effort will be made to reschedule your examination at a convenient time as soon as possible.

## SOCIAL SECURITY NUMBER CONFIDENTIALITY

PSI will use your social security number only as an identification number in maintaining your records and reporting your examination scores to the state. If you elect not to disclose your social security number to PSI, please enclose a separate letter explaining this with your Examination Registration Form.

## **EXAMINATION SITE LOCATIONS**

The examinations are administered at the examination centers listed below:

### **Chattanooga**

6918 Shallowford Rd, Suite 314  
Chattanooga, TN 37421

### **Cookeville**

Volunteer State Community College  
Cookeville Higher Education Campus  
1000 Neal St  
Cookeville, TN 38501

### **Dyersburg**

Dyersburg State Community College  
1510 Lake Road, Room 126 Student Center  
Dyersburg, TN 38024

### **Jackson**

368 North Parkway, #3  
Jackson, TN 38305

### **Johnson City**

904 Sunset Drive, Ste 7A  
Johnson City, TN 37604

### **Knoxville**

301 South Gallaher View Rd, Suite 114  
Knoxville, TN 37919

### **Memphis**

Lab Four Professional Development Center  
1255 Lynnfield Road, Suite 160  
Memphis, TN 38119

### **Memphis**

Tennessee Valley Training Center  
324 West Mallory Ave  
Memphis, TN 38109

### **Nashville**

The Oaks  
1102 Kermit Drive, Suite 101  
Nashville, TN 37217

Additionally, PSI has examination centers in many other regions across the United States. You may take this examination at any of these locations. Once you have paid for the examination, enter your zip code and a list of the testing sites closest to you will appear.



## REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive at least 30 minutes prior to your scheduled appointment time. This allows time for the sign-in and identification verification procedure as well as providing time to familiarize yourself with the examination process. *If you arrive late, you may not be admitted to the examination site and you will forfeit your examination registration fee.*

### REQUIRED IDENTIFICATION AT EXAMINATION SITE

Candidates must register for the exam with their LEGAL first and last name as it appears on their government issued identification. You must provide 1 form of identification. It must be a VALID form of a state issued identification (driver's license or state ID), which bears your signature and has your photograph. If the candidate fails to bring proper identification or the candidate names do not match, the candidate will not be allowed to test and their examination fee will not be refunded.

#### **PRIMARY IDENTIFICATION (with photo) - Choose One**

- State issued driver's license
- State issued identification card
- US Government Issued Passport
- US Government Issued Military Identification Card
- US Government Issued Alien Registration Card
- Canadian Government Issued ID

NOTE: ID must contain candidate's photo, be valid and unexpired.

### SECURITY PROCEDURES

The following examination protocols apply during any examination. PSI may pause or terminate an examination at any time. Failure to follow the examination protocol, may result in the disqualification of examination results, prohibition from taking future examinations, and may lead to legal action.

#### **Prohibited Items:**

- Reference materials of any kind.
- Electronic devices of any type, including but not limited to; cellular phones, cameras, computers of any type (e.g., laptops, tablets, iPads), earbuds, electronic games, electronic watches, handheld calculators, headsets, mobile devices, music players (e.g., iPods), pagers, radios, recording devices (audio or video), smart watches, televisions, etc.).
- Hats or headgear not worn for religious reasons or as religious apparel, including hats, baseball caps, or visors.
- Bulky or loose clothing or coats including but not limited to; open sweaters, cardigans, shawls, scarves, vests, jackets and coats.
  - o In the event you are asked to remove bulky or loose outerwear, appropriate attire, such as a shirt or blouse should be worn underneath.
- Other personal items, including but not limited to; backpacks, briefcases, chewing gum, drinks, food, good luck items, notebooks, paper or other materials on which to write, pens, pencils or other writing devices, purses, reading material, smoking or chewing products, wallets, etc.

#### **Prohibited Behavior:**

- Giving or receiving assistance on an examination.
- Copying or communicating examination content.
- Using outside references or resources during an exam, examples:
  - o Browsing other local resources.
  - o Browsing the internet.
  - o Attempting to use a computer or computer program not provided or approved by PSI.
  - o Attempting to use a telephone or mobile device.
  - o Using notepad on the computer.
  - o Using an application on the computer not provided by PSI.
- Engaging in disruptive behavior during check-in or during an exam, examples:
  - o Acting in an inappropriate manner.
  - o Using abusive language.
  - o Speaking aloud.
  - o Causing noise unrelated to keyboard typing.
- Engaging in prohibited behavior during check-in or during an exam, examples:
  - o Reading questions out loud.
  - o Leaving the room without proctor approval.
  - o Using instant messaging, or other electronic communication.
  - o Capturing a picture or video of exam items.
  - o Attempting to use telephone or mobile device.
  - o Obstructing the proctor's view (camera or in person).
  - o Having inappropriate materials on desktop (explicit).
  - o Changing spaces during the exam without proctor approval.
  - o Not focusing eyes on the screen.

During the check in process, all candidates will be asked if they possess any prohibited items. Candidates may also be asked to empty their pockets and turn them out for the proctor to ensure they are empty. The proctor may also ask candidates to lift up the ends of their sleeves and the bottoms of their pant legs to ensure that notes or recording devices are not being hidden there.

Proctors will also carefully inspect eyeglass frames, tie tacks, or any other apparel that could be used to harbor a recording device. Proctors will ask to inspect any such items in candidates' pockets.

No prohibited items are allowed within the candidate's reach or line of sight. If prohibited items are found during check-in, candidates shall put them in the provided secure storage or return these items to their vehicle for test center exams. PSI will not be responsible for the security of any personal belongings or prohibited items.

- ♣ Any candidate seen giving or receiving assistance on an examination, found with prohibited items, or displaying prohibited behavior or violating any security regulations will have his or her examination terminated, and be asked to surrender all examination materials. All such instances will be reported to the examination sponsor.

Additional protocols for testing at a testing center, include but not limited to:





- Person(s) accompanying an examination candidate may not wait in the examination center, inside the building or on the building's property. This applies to guests of any nature, including drivers, children, friends, family, colleagues, or instructors.
- Once candidates have been seated and the examination begins, they may leave the examination room only to use the restroom, and only after obtaining permission from the proctor. Candidates will not receive extra time to complete the examination.
- You may be given a piece of scratch paper and a pencil. You will return the scratch paper and pencil during check-out.

Additional protocols for remote online proctored exams, include but not limited to:

- Temporarily moving out of the camera's line of sight.
- Candidates are not allowed to have scratch paper.
- Adequate lighting for the proctor to see candidate's activity.
- Internet service must be sufficient to administer the exam.
- Web camera must be placed for ideal viewing by the proctor.
- Candidate may not change computers during the exam.
- Candidate may not change spaces during the exam.
- Candidate must follow proctor instructions, which may include, but are not limited to:
  - o Keeping hands on the desktop.
  - o Keeping eyes on the computer screen.
  - o Not fidgeting during the exam.
  - o Keeping hands away from face.
- Please do your best to avoid covering your mouth for the whole duration of exam. Be aware that talking/whispering/mouthing is not allowed during exam.
- Breaks are NOT allowed during remote online proctored examinations. If you believe you cannot complete your examination without a break, please do not register for remote online proctored examinations.

- Also note that under no circumstances are you allowed to take a screenshot or photo of the exam or the exam results at any time during or after the session.

## TAKING THE EXAMINATION BY COMPUTER

The examination will be administered via computer. You will be using a mouse and computer keyboard.

### TUTORIAL

Before you start your examination, an introductory tutorial is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice answering questions and reviewing your answers.

### TEST QUESTION SCREEN

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

**IMPORTANT:** After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out or you have ended your examination.

### EXAMINATION REVIEW

PSI, in cooperation with TREC, will be consistently evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. While taking the examination, examinees will have the opportunity to provide comments on any questions, by clicking on the comments button. Your comments regarding the questions and the examinations are welcomed. These comments will be analyzed by PSI examination development staff. While PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. If a discrepancy is found during the comment review, PSI and the Commission may re-evaluate candidates' results and adjust them accordingly. **This is the only review of examination materials available to candidates.**

### SCORE REPORTING

Your score will be displayed on screen at the end of the examination and a score report will be emailed to you. If you fail, the emailed score report will include the diagnostic report indicating your strengths and weaknesses by examination type.

You may request a duplicate score report after your examination by emailing [scorereport@psionline.com](mailto:scorereport@psionline.com).

## TIPS FOR PREPARING FOR YOUR LICENSE EXAMINATION

The following suggestions will help you prepare for your examination.

- Planned preparation increases your likelihood of passing.

## SCORE REPORTING

In order to receive a passing score on each examination, you must correctly answer the score listed below.

Examination	Portion	# of Items	Minimum Passing Score (Percent Correct Required)
Affiliate Broker	National	80 (80 points)	56 (70%)
	State	40 (40 points)	28 (70%)
Broker	National	75 (80 points)	60 (75%)
	State	50 (50 points)	38 (75%)
Timeshare Salesperson	State	35	25 (70%)
Acquisition Agent	State	35	25 (70%)

Note: National broker exams include questions that are scored up to two points.



- Start with a current copy of this Candidate Information Bulletin and use the examination content outline as the basis of your study.
- Read study materials that cover all the topics in the content outline.
- Take notes on what you study. Putting information in writing helps you commit it to memory and it is also an excellent business practice. Underline or highlight key ideas that will help with a later review.
- Discuss new terms or concepts as frequently as you can with colleagues. This will test your understanding and reinforce ideas.
- Your studies will be most effective if you study frequently, for periods of about 45 to 60 minutes. Concentration tends to wander when you study for longer periods of time.

Now you can take the practice exam online at [National Real Estate Salesperson Practice Examination](#) [National Real Estate Broker Practice Exam](#) to prepare for your Tennessee Broker Examinations.

Please note that practice exams are intended only to help testing candidates become familiar with the general types of questions that will appear on a licensing examination. They ARE NOT a substitute for proper education and study. Furthermore, scoring well on the practice exam does not guarantee a positive outcome on an actual licensing examination.

Note: You may take the practice exams an unlimited number of times. However, you will need to pay each time.

## EXAMINATION STUDY MATERIALS

The following is a list of possible study materials for the real estate examinations. The list is given to identify resources and does not constitute an endorsement by PSI or by TREC. Use the latest edition available.

### NATIONAL PORTION OF THE EXAMINATION

- Modern Real Estate Practice, 21<sup>st</sup> Edition, Galaty, Allaway, Kyle, and Williams, Dearborn Real Estate Education, [www.dearborn.com](#), ISBN: 978-1-0788-1887-2
- Mastering Real Estate Math, 9th Edition, 2022, Denise Evans [www.dearborn.com](#) ISBN: 9781078819008
- The Language of Real Estate, 8th Edition, 2019, Reilly and Spodek, Dearborn Real Estate Education, [www.dearborn.com](#)
- Property Management, 11th edition, 2016, Kyle, Robert C., Baird, Floyd M. and Kyle, C. Donald, Chicago: Dearborn Real Estate Education [www.dearborn.com](#)
- Real Estate Law, 11th Edition, 2022, Elliot Klayman, Dearborn Real Estate Education [www.dearborn.com](#)
- Real Estate Fundamentals, 10th Edition, 2019, Gaddy, Hart, Spodek, Dearborn Real Estate Education, [www.dearborn.com](#)
- Real Estate Principles, 12th Edition, Charles Jacobus, OnCourse Publishing, N19W24075 Riverwood Drive, Suite 200, Waukesha, WI 53188, 855-733-7239, [www.oncoursepublishing.com](#) ISBN 1285420985
- Real Estate Principles, 12th Edition, 2021, Floyd and Allen, Dearborn Real Estate

Education, [www.dearborn.com](#)

- Mastering Real Estate Principles, 8th Edition, 2022, Gerald Cortesi
- Real Estate Principles & Practices, 9th Edition, 2014, Arlyne Geschwender, OnCourse Publishing, N19W24075 Riverwood Drive, Suite 200, Waukesha, WI 53188, 855-733-7239, [www.oncoursepublishing.com](#) ISBN 0324784554
- Principles of Real Estate Practice, 6th edition, 2019, etting, Stephen and Cusic, David, Performance Programs Company

### STATE PORTION OF THE EXAMINATION

- *Tennessee Real Estate Broker's Licensing Act of 1973*, T.C.A. 62-13-312(B)1-21, 1973, Tennessee Legislature, [https://www.lawserver.com/law/state/tennessee/tn-code/tennessee\\_code\\_title\\_62\\_chapter\\_13](https://www.lawserver.com/law/state/tennessee/tn-code/tennessee_code_title_62_chapter_13)

### TIMESHARE SALESPERSON EXAMINATION

- *Official Manual of the Real Estate Commission*, Sections 62-13 and 66-32
- *Rules of the Tennessee Real Estate Commission*, Section 1260-1
- *Tennessee Human Rights Act*, Section 4-21
- *Modern Real Estate Practice*, 18th Edition (pages 173-187 & 256-257), Galaty, Allaway, and Kyle, Dearborn Real Estate Education, (800) 972-2220, [www.dearborn.com](#)

## DESCRIPTION OF EXAMINATIONS

The affiliate broker and broker examinations are divided into two sections: national and state. Candidates who pass one section but fail the other need retake only the section they failed. The passing score for one section of an examination is valid for two (2) retakes of the failed section or six (6) months, whichever comes first. The timeshare salesperson and acquisition agent exams are one-part.

Affiliate broker and broker examinations candidates who fail the first attempt at the examination may retake it as soon as they want (however you cannot schedule until the day after you took the examination). After the second attempt, an examination candidate must wait thirty (30) days between any subsequent failed exams to retake the examination.

Note: These retake rules do not apply to the timeshare salesperson and acquisition agent exams.

### EXAMINATION SUMMARY TABLE

Examination	Portion	# of Items	Time Allowed
Affiliate Broker	National	80 (80 points)	160 minutes
	State	40 (40 points)	80 minutes
Broker	National	75 (80 points)	150 minutes
	State	50 (50 points)	90 minutes
Time-share Salesperson	State	35	90 minutes



Acquisition Agent	State	35	90 minutes
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Note: National broker exams include questions that are scored up to two points.

### EXPERIMENTAL QUESTIONS

In addition to the number of examination items specified in the "Examination Content Outlines", a small number (5 to 10) of "experimental" questions may be administered to candidates during the examinations. These questions will not be scored. However, these questions will count against examination time. The administration of such unscored, experimental questions is an essential step in developing future licensing examinations.

### CONTENT OUTLINES

The examination content outlines have been prepared and are periodically updated by committees of professionals who are subject matter experts in real estate practice, real estate instruction, and regulatory issues. The examination content outlines these professionals have prepared identify areas of importance to licensees in order for them to perform their duties to the public in a competent and legally responsible manner.

Use the outline as a guide for pre-examination review of course material. The outlines list the topics that are on the examination and the number of questions for each topic. Do not schedule your examination until you are familiar with the topics in the outline.

## **NATIONAL PORTION CONTENT OUTLINE**

### **(REAL ESTATE PRINCIPLES AND PRACTICES)**

#### **I. Property Ownership (*Affiliate Broker 10%, Broker 10%*)**

##### **A. Real and personal property; conveyances**

##### **B. Land characteristics and legal descriptions**

1. Metes and bounds method of legal property description
2. Lot and block (recorded plat) method of legal property description
3. Government survey (rectangular survey) method of legal property description
4. Measuring structures (linear and square footage)
5. Land measurement

##### **C. Encumbrances and effects on property ownership**

1. Types of liens and their effect on the title and value of real property
2. Easements, rights of way and licenses, including their effect on the title, value and use of real property
3. Encroachments and their effect on the title, value and use of real property
4. Potential encumbrances on title, such as probate, leases, or adverse possession
5. Property rights that may be conveyed separately from use of the land surface, such as mineral and other subsurface rights, air rights, or water rights

##### **D. Types of ownership**

1. Ownership in severalty/sole ownership
2. Implications of ownership as tenants in common

3. Implications of ownership in joint tenancy
4. Forms of common-interest ownership, such as Timeshares, Condominiums and Co-ops
5. Property ownership held in a trust or by an estate
6. Ownership by business entities
7. Life Estate ownership

#### **II. Land use Controls (*Affiliate Broker 5%, Broker 5%*)**

##### **A. Government rights in land**

1. Government rights to impose property taxes and special assessments
2. Government rights to acquire land through eminent domain, condemnation and escheat

##### **B. Government controls on land use**

##### **C. Private controls**

1. Deed conditions or restrictions on property use
2. Subdivision covenants, conditions and restrictions (CC&Rs) on property use
3. Condominium and owners' associations regulations or bylaws on property use

#### **III. Valuation (*Affiliate Broker 8%, Broker 8%*)**

##### **A. Appraisals**

1. Appraisals for valuation of real property
2. Situations which require appraisal by a licensed or certified appraiser and brokerage-related actions that constitute unauthorized appraisal practice
3. General steps in appraisal process

##### **B. Estimating Value**

1. Economic principles and property characteristics that affect value of real property
2. Sales or market comparison approach to property valuation and appropriate uses
3. Cost approach to property valuation and appropriate uses
4. Income analysis approach to property valuation and appropriate uses

##### **C. Comparative Market Analysis (CMA)**

1. Competitive/Comparative Market Analysis (CMA), BPO or equivalent
2. Automated Valuation Method (AVM), appraisal valuation and Comparative Market Analysis (CMA)

#### **IV. Financing (*Affiliate Broker 10%, Broker 9%*)**

##### **A. Basic Concepts and Terminology**

1. Loan financing (for example, points, LTV, PMI, interest, PITI)
2. General underwriting process (e.g., debt ratios, credit scoring and history)
3. Standard mortgage/deed of trust clauses and conditions
4. Essential elements of a promissory note

##### **B. Types of Loans**

1. Conventional loans
2. Amortized loans, partially amortized (balloon) loans, interest-only loans
3. Adjustable-rate mortgage (ARM) loans
4. Government Loans
  - a. FHA insured loans

- b. VA guaranteed loans
- c. USDA/Rural Development loan programs
- 5. Owner financing (for example, installment or land contract/contract for deed)
- 6. Reverse-mortgage loans
- 7. Home equity loans and lines of credit
- 8. Construction loans
- 9. Rehab loans
- 10. Bridge loans

#### **C. Financing and Lending**

- 1. Real Estate Settlement Procedures Act (RESPA), including kickbacks
- 2. Truth-in-Lending Act (Regulation Z), including advertising
- 3. Requirements and time frames of TRID (TILA-RESPA Integrated Disclosures)
- 4. Equal Credit Opportunity Act
- 5. Lending Process (application through loan closing)
- 6. Risky loan features, such as prepayment penalties and balloon payments

### **V. Contracts (Affiliate Broker 19%, Broker 19%)**

#### **A. General Contract Law**

- 1. General principles of contract law
- 2. Elements necessary for a contract to be valid
- 3. Effect of the Statute of Frauds
- 4. Offer and a contract
- 5. Enforceability of contracts
- 6. Void, voidable and unenforceable contracts
- 7. Bilateral and unilateral contracts
- 8. Nature and use of option agreements
- 9. Notice, delivery, acceptance and execution of contracts
- 10. Appropriate use, risks, and advantages of electronic signatures and paperless transactions
- 11. Rights and obligations of the parties to a contract
- 12. Possible remedies for breach or non-performance of contract
- 13. Termination, rescission and cancellation of contracts

#### **B. Purchase and Lease Contracts**

- 1. Addenda and amendments to contracts
- 2. Purchase agreements
- 3. Contract contingencies and methods for satisfying them
- 4. Leases and rental agreements
- 5. Lease-purchase agreements
- 6. Types of leases

#### **C. Proper handling of multiple offers and counteroffers**

### **VI. Agency (Affiliate Broker 13%, Broker 13%)**

#### **A. Agency and non-agency relationships**

- 1. Agency relationships and how they are established
- 2. Types of listing contracts

- 3. Buyer brokerage/tenant representation contracts
- 4. Other brokerage relationships, including transaction brokers and facilitators
- 5. Powers of attorney and other assignments of authority
- 6. Conditions for termination of agency or brokerage service agreements

#### **B. Agent Duties**

- 1. Fiduciary duties of agents
- 2. Agent's duties to customers/non-clients, including honesty and good faith

#### **C. Agency Disclosures**

- 1. Disclosure of agency/representation
- 2. Disclosure of possible conflict of interest or self-interest

### **VII. Property Disclosures (Affiliate Broker 7%, Broker 7%)**

#### **A. Property Condition**

- 1. Seller's property condition disclosure requirements
- 2. Property conditions that may warrant inspections or a survey
- 3. Red flags that warrant investigation of public or private land use controls

#### **B. Environmental and Government Disclosures**

- 1. Environmental issues requiring disclosure
- 2. Federal, state, or local disclosure requirements regarding the property

#### **C. Disclosure of material facts and material defects**

### **VIII. Property Management (Affiliate Broker 3%, Broker 5%)**

#### **A. Duties and Responsibilities**

- 1. Procurement and qualification of prospective tenants
- 2. Fair housing and ADA compliance specific to property management
- 3. How to complete a market analysis to identify factors in setting rents or lease rates
- 4. Property manager responsibility for maintenance, improvements, reporting and risk management (**BROKER ONLY**)
- 5. Handling landlord and tenant funds; trust accounts, reports and disbursements (**BROKER ONLY**)
- 6. Provisions of property management contracts (**BROKER ONLY**)

#### **B. Landlord and tenant rights and obligations**

### **IX. Transfer of Title (Affiliate Broker 6%, Broker 6%)**

#### **A. Types of deeds**

#### **B. Title Insurance and Searches**

- 1. Title insurance policies and title searches
- 2. Potential title problems and resolutions
- 3. Marketable and insurable title

#### **C. Closing Process**

- 1. When transfer of ownership becomes effective
- 2. Process and importance of recordation
- 3. Settlement procedures (closing) and parties involved
- 4. Home and new construction warranties

#### **D. Special Processes**

1. Special issues in transferring foreclosed properties
2. Special issues in short sale transactions
3. Special issues in probate transactions

**X. Practice of Real Estate (*Affiliate Broker 12%, Broker 12%*)**

**A. Antidiscrimination**

1. Federal Fair Housing Act general principles and exemptions
2. Protected classes under Federal Fair Housing Act
3. Protections against discrimination based on gender identity and sexual orientation
4. Prohibited conduct under Federal Fair Housing Act (Redlining, Blockbusting, Steering, Disparate Treatment)
5. Fair housing advertising rules
6. Americans with Disabilities Act (ADA) obligations pertaining to accessibility and reasonable accommodations

**B. Legislation and Regulations**

1. Licensees' status as employees or independent contractors
2. Antitrust laws and types of violations, fines and penalties
3. Do-Not-Call List rule compliance
4. Proper use of Social Media and Internet communication and advertising

**C. Duties and Responsibilities**

1. Protection of confidential personal information

(written, verbal or electronic)

2. Duties when handling funds of others in transactions
3. Licensee responsibility for due diligence in real estate transactions

**D. Supervisory Responsibilities (*BROKER ONLY*)**

1. Broker's supervisory responsibilities (licensees, teams and unlicensed assistants and employees) (*BROKER ONLY*)
2. Broker relationship with licensees (employees or independent contractors and governing rules) (*BROKER ONLY*)

**XI. Real Estate Calculations (*Affiliate Broker 7%, Broker 6%*)**

**A. Calculations for Transactions**

1. Seller's net proceeds
2. Buyer funds needed at closing
3. Real property tax and other prorations
4. Real property transfer fees
5. PITI (Principal, Interest, Taxes and Insurance) payments estimate given loan rate and term

**B. General Concepts**

1. Equity
2. Rate of return/Capitalization rate
3. Loan-to-Value ratio
4. Discount points and loan origination fees



## STATE PORTION CONTENT OUTLINE

### Duties and Powers of Real Estate Commission (Affiliate Broker - 4 Items, Broker - 6 Items)

- a. Purpose of Commission
- b. Persons and Disputes Not Within Commission Jurisdiction
- c. Complaints, Notifications, Hearings
- d. Disciplinary Actions

### Licensing Requirements (Affiliate Broker - 4 Items, Broker - 5 Items)

- a. Licensing Examinations
- b. Educational Requirements
- c. Other Qualifications
- d. Change of Status, Name or Address
- e. Firm Licenses; License Display
- f. Renewal of License
- g. Errors and Omissions Insurance

### Advertising and Marketing (Affiliate Broker - 7 Items, Broker - 7 Items)

- a. Requirements for Owner/Agent Advertising
- b. "For Sale" Signs
- c. Brokerage Company and Team Advertising
- d. Internet Advertising
- e. Information Required in Advertised Listings
- f. Gifts and Prizes
- g. Advertising on Social Media

### Broker/Affiliate Relationships (Affiliate Broker - 5 Items, Broker - 6 Items)

- a. How Compensation May Be Paid
- b. Permitted Affiliations
- c. Broker's Supervisory Responsibility
- d. Change of Affiliation
- e. Ownership of Affiliates' Listings

### Handling of Documents and Record Keeping (Affiliate Broker - 4 Items, Broker - 6 Items)

- a. Responsibility for Keeping Records
- b. Length of Time to Keep Records
- c. What Information/Documents Must Be Kept
- d. Handling Offers and other Transaction Documents/Leave Copies
- e. Commission Access to Records

### Handling of Trust/Escrow Funds (Affiliate Broker - 4 Items, Broker - 7 Items)

- a. Permissible Disbursements of Trust/Escrow Funds
- b. General Requirements of Trust/Escrow Accounts
- c. Commingling; Improper Use of Trust/Escrow Funds
- d. Depository and Account Requirements
- e. Interest; Non-liquid Valuables as Earnest Money
- f. Time Requirements for Deposit of Funds

### Other Improper Activities and Consumer Protection (Affiliate Broker - 3 Items, Broker - 3 Items)

- a. Improper Listing Agreements
- b. Discrimination
- c. Other Misconduct

### Agency and Disclosure Issues (Affiliate Broker - 6 Items, Broker - 7 Items)

- a. General Agency Duties and Creation of Agency Relationship
- b. Disclosure of Agency Relationships
- c. Disclosure of Material Facts and Misrepresentation
- d. Disclosure of Agent's Interest
- e. Handling of Offers
- f. Designated Agents
- g. Facilitators
- h. Dual Agency

### Special Areas of Practice (Affiliate Broker - 3 Items, Broker - 3 Items)

- a. Timeshare
- b. Property Management
- c. Commercial/Industrial Real Estate

## TIME-SHARE SALESPERSON AND ACQUISITION AGENT EXAMINATION

### STATE CONTENT OUTLINE

#### Fundamentals of the Time-Share Business

##### I. Statutory Requirements (20 Items)

- A. Definitions
- B. Time-Share Units
- C. Public Offering Statement-General Provisions
- D. Escrow of Deposits
- E. Mutual Rights of Cancellation
- F. Misleading Advertisement Unlawful
- G. Advertising-Specific Prohibitions
- H. Prize or Gift Promotional Offers

#### Other Tennessee Time-Share Act Information

##### II. Powers of the Real Estate Commission (5 Items)

- A. Powers and Duties of the Commission
- B. Errors and Omissions Insurance Coverage

#### Related Topics

##### III. License Requirements (5 Items)

- A. Prerequisites for Licensing
- B. Expiration and Renewal of Licenses & Discipline
- C. Licenses

##### IV. Discrimination & Fair Housing (2 Items)

- A. Complaints & Discriminatory Housing Practices

##### V. Contracts & Agreements (2 Items)

- A. Definitions & General Information



## VI. Truth-in-Lending (1 Item)

### A. Definitions & General Information

#### SAMPLE QUESTIONS

The following questions are offered as examples of the types of questions you will be asked during the course of the National Real Estate Broker and Salesperson examinations. They are intended primarily to familiarize you with the style and format of questions you can expect to find in the examinations. The examples do NOT represent the full range of content or difficulty levels found in the actual examinations.

#### SAMPLE QUESTIONS

- A. Which of the following interests in property is held by a person who is granted a lifetime use of a property that will be transferred to a third party upon the death of the lifetime user?
1. A life estate.
  2. A remainder estate.
  3. An estate for years.
  4. A reversionary estate.
- B. Which of the following statements BEST identifies the meaning of the term, "rescission of a contract"?
1. A ratification of a contract by all parties.
  2. A return of all parties to their condition before the contract was executed.
  3. A transfer or assignment of a particular responsibility from one of the parties to another.
  4. A review of the contract by the legal counsel of either party that may result in a cancellation without penalty or further obligation.
- C. Which of the following clauses in a mortgage allows the lender to demand loan repayment if a borrower sells the property?
1. Defeasance
  2. Prepayment
  3. Acceleration
  4. Alienation
- D. How much cash MUST a buyer furnish in addition to a \$2,500 deposit if the lending institution grants a 90% loan on an \$80,000 property?
1. \$5,500.
  2. \$6,975.
  3. \$7,450.
  4. None of the above.
- E. Which of the following single-family residences would get the MOST accurate appraisal by applying the reproduction cost approach to value?
1. A rental property.
  2. A vacant property.
  3. A new property.
  4. An historic property.

#### Answers to Sample Broker Questions:

A: 1; B: 2; C: 4; D: 1; E: 4

## SAMPLE BROKER QUESTIONS (SCENARIO-BASED)

### PSI National Real Estate Broker Examination Instruction

#### IMPORTANT

Test questions appear on the screen **ONE AT A TIME**. A question may have an associated graphic displayed on the screen, or it may direct the candidate to reference material, such as a chart or diagram.

Each question may contain up to **EIGHT** options and **ONLY ONE BEST** option shall be selected to answer the question. Some options are appropriate but **NOT** the **BEST ANSWER**. Please select the option that best answers the question in the exam. A **BEST ANSWER** reflects the optimal solution or most complete resolution to the scenario presented in the question.

#### Scenario:

You are hosting an open house. Mr. and Mrs. Charles Martin come into the house. You greet them and show them the house. The Martins tell you the house is exactly what they are looking for and they are very interested in purchasing it. You then give them information showing the various types of financing available with down payment options and projected payments.

Mr. Martin tells you they have been working with Mary Hempstead of XX Realty, a competing real estate company. Before leaving, you thank them for coming and give them your business card.

- A. The first thing on Monday morning, Mrs. Martin calls and indicates they have tried to reach Mary and cannot. They indicate they have a written buyer's agent agreement with Mary's broker. They are afraid someone else is going to buy the house. Which of the following should you do? Select the best answer.
1. Seek advice from your supervising broker.
  2. Tell them to come to your office.
  3. Ask them to bring the buyer's agency agreement to you for your interpretation.
  4. Tell them to be patient and continue trying to reach Mary.
  5. Tell them to call Mary's supervising broker or branch manager.
  6. Tell them you are really sorry, but there is nothing you can do.
- B. The Martins come to your office and explain that neither Mary nor her supervising broker are available. They insist you immediately write an offer for the house. How should you proceed? Select the best answer.
1. Write the offer after entering into a buyer's broker agreement with them.
  2. Write the offer after explaining they may owe Mary's broker a commission.
  3. Write the offer after trying to contact Mary's broker yourself.
  4. Refuse to write an offer and explain that doing so would be unethical.
  5. Refuse to write and offer since it would be illegal.
  6. Refuse to write the offer and tell the Martins to contact another Broker in Mary's office.

**Answers (Points) to Sample Principal Broker Questions:**

- A. 1 (2 points), 2 (1 point), 3 (0 point)  
4 (0 point), 5 (1 point) , 6 (0 point)
- B. 1 (1 point), 2 (2 points), 3 (1 point)  
4 (0 point), 5 (0 point) , 6 (0 point)

Following are the sessions scheduled for each site. These sessions are subject to change.

Site	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Chattanooga	9am/1pm	9am/1pm/5pm	9am/1pm	9am/1pm	9am/1pm	9am/1pm
Cookeville	8:30am	1pm		8:30am		
Dyersburg			8am/12n	8am/12n		
Jackson	9am/1:30pm	9am/1:30pm	9am/1:30pm	9am/1:30pm		9am
Johnson City	9am/1pm/4pm	9am/1pm/4pm	9am/1pm/4pm	9am/12n	9am/12n	9am/12n
Knoxville	9am/2:30pm	9am/2:30pm	9am/2:30pm	9am/2:30pm	9am/2:30pm	9am/2:30pm
Memphis Lab Four	9am/1:00pm	9am/1:00pm	9am/1:00pm	9am/1:00pm	9am/1:00pm	
Memphis TN Valley	7:30am/12n	7:30am/12n	7:30am/12n	7:30am/12n	7:00am	
Nashville	8am/1pm	8am/1pm	8am/1pm	8am/1pm	8am/1pm	8am/1pm

## TENNESSEE BROKER EXAMINATION APPLICATION

Directions: All broker candidates must complete this application and send it to the Tennessee Real Estate Commission. PLEASE PRINT ALL INFORMATION.

Tennessee File Identification Number: \_\_\_\_\_

Legal Name: \_\_\_\_\_  
Last Name First Name Middle Name

Street Address: \_\_\_\_\_  
Number, Street County

City

State

Zip Code

Social Security: [ ][ ][ ] - [ ][ ][ ] - [ ][ ][ ][ ][ ] Date of Birth: [ ][ ] - [ ][ ] - [ ][ ][ ][ ]  
Month Date Year

### CURRENT REAL ESTATE FIRM AFFILIATION:

FIRM NAME: \_\_\_\_\_

Street Address: \_\_\_\_\_ Daytime Telephone: \_\_\_\_\_  
Number, Street

City

State

Zip Code

Email Address

### LICENSE INFORMATION:

Date of issuance of initial Tennessee license (mo/yr) [ ][ ] [ ][ ][ ][ ] Has this license been kept current since that date? ☐ Yes ☐ No

If "No," explain: \_\_\_\_\_

Number of years and months of active licensure: \_\_\_\_\_ Education: Circle highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16

If not already on file with the Tennessee Real Estate Commission, attach to this form certification of completion of 120 classroom hours of Commission-approved real estate instruction. Mail this application and all other required documents to the address below. If approved by the Commission, you will receive a certificate of examination eligibility. This certificate will be required for admission to the test center on the day of the examination.

Mail to:

Tennessee Real Estate Commission  
Broker Approval  
Suite 180  
500 James Robertson Parkway  
Nashville, TN 37243-1151

Directions: All broker candidates must answer all questions and provide the necessary documentation that may be required. Incomplete applications will be returned without Commission evaluation. Please check the appropriate answer.

1. Have you ever held a license for any profession?  If you hold or have held a license in another state(s), you must obtain a license certification from each state in which you are or were licensed. This application will not be processed until the certification(s) is received.	<input type="checkbox"/> Yes <input type="checkbox"/> No	4. Have you ever pled guilty, pled nolo contendere, or been convicted of any criminal offense?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Have you held a Real Estate license in TN?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If you answered yes to question 4, are you at least two years past the end of your probationary period?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Are you at least 18 years of age?	<input type="checkbox"/> Yes <input type="checkbox"/> No	6. Have you ever had any disciplinary sanctions imposed by any local, state, or federal occupational licensing body?	<input type="checkbox"/> Yes <input type="checkbox"/> No

I hereby certify that all information in this application is true and correct and that the Tennessee Real Estate Commission may rely on its truthfulness in considering this application.

Applicant Signature

Date

## TENNESSEE NONRESIDENT APPLICANT CONSENT TO SUITS

I do hereby irrevocably consent that suits and actions may be commenced against me in the proper court of the state of Tennessee, as required by the Official Manual of the Tennessee Real Estate Commission, 62-13-314 (4)(b)(1).

\_\_\_\_\_  
Applicant's Name (Please Print)

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

**Nonresident affiliate broker candidates only:**

Name of Firm and Principal Broker with whom you are currently affiliated:

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
File I.D.

\_\_\_\_\_  
Principal Broker Name

\_\_\_\_\_  
Principal Broker's Tennessee File I.D.

If the above-named broker is not licensed by the Tennessee Real Estate Commission, you are not eligible for a nonresident license.

Mail ALL of the following to the address below:

- This form
- Course completion certificate or transcripts documenting education
- Copy of license from current jurisdiction \_\_\_\_\_
- Application For License

**Tennessee Real Estate Commission**  
**Broker Approval**  
Suite 180  
500 James Robertson Parkway  
Nashville, TN 37243-1151