

EXAM & LICENSING FEES

RE 206 (Rev. 11/04)

Examination fees

	<i>Salesperson</i>	<i>Broker</i>
Examination	\$25	\$50
Re-Examination (<i>e</i>)	\$25	\$50
Rescheduled Exam (<i>e</i>) (<i>1st time only</i>) ...	\$10	\$15
Rescheduled Exam (<i>e</i>) (<i>additional reschedules</i>)	\$25	\$25
Fingerprint fee ^①	\$56	\$56

Do not submit license fee or proof of legal presence with the examination application.

Original license fees

Conditional Salesperson — Qualified for exam with real estate principles only and is not including remaining two courses with license application:

License Fee	\$145
Fingerprint Fee ^①	\$56
Total due to DRE	\$145

Salesperson — Either qualified for exam with all three courses or is including remaining two courses with license application:

License Fee	\$120
Fingerprint Fee ^①	\$56
Total due to DRE	\$120

Broker

License Fee	\$165
Fingerprint Fee ^①	\$56
Total due to DRE	\$165

Fingerprints

Applicants have the option of getting their fingerprints taken after they have submitted their examination application or after passing their examination. **Note:** Fingerprint processing fees are not refunded if an applicant fails to pass the examination.

One set of classifiable electronic fingerprints and a fingerprint processing fee **are required** from every original license applicant unless:

- Applicant is currently licensed by DRE;
- Applicant was licensed by DRE during the past two years;
- Fingerprints were submitted during the exam process.

^① **Fingerprint fee** — Applicants who *reside in California* will pay a \$56 fingerprint processing fee directly to the live scan fingerprint service provider. Applicants who *reside out of state* should submit the \$56 fingerprint processing fee with their application, fingerprint card, and license fee.

Renewal fees

	<i>Salesperson</i>	<i>Broker</i>
On-Time Renewal (<i>e</i>)	\$120	\$165
Late Renewal (<i>e</i>)	\$180	\$248

(e) On-line services

DRE's eLicensing system at **www.dre.ca.gov** provides various online services to examinees and licensees. Use eLicensing for expedited handling.

Continuing education

Licensees must complete approved continuing education courses, seminars, or conferences within the four year period immediately prior to their license renewal. The specific continuing education course requirements are listed on the Continuing Education Course Verification form (RE 251). Evidence of the completed education must be presented on that form and submitted with the renewal application and appropriate renewal fee. To complete an online renewal, continuing education information must be entered by the licensee.

Proof of legal presence

All real estate licensees are required to submit proof that they are legally present in the United States. A proof of legal presence document (i.e. birth certificate, resident alien card, etc.) **and** a State Public Benefits Statement (RE 205) must be submitted before an original or renewal license will be issued. Please refer to that form for further instructions.

For new license applications, this information must be submitted with the original license application. For existing licensees, this information can be submitted at any time during a licensee's four year license term, but it must be received before a renewal license can be issued. All licensees are encouraged to submit this information as soon as possible to avoid delays at the time of renewal.

If you have submitted proof of citizenship, or permanent resident alien status, since August 1, 1998, you will not be required to submit that information again. If you have only submitted evidence that you are a resident alien with temporary status, you must submit proof of legal presence with each renewal application.

Duplicate license (e)

- A fee of \$10 is required for the following transactions:
 - To replace an existing or lost license certificate;
 - To obtain an updated license certificate following a change of main office or mailing address, or change of employing broker.

License automatically generated

- A license certificate is automatically generated for the following transactions without a duplicate license fee:
 - Requests for personal name change;
 - Change of designated officer of a corporation;
 - Adding/deleting fictitious business names;
 - Issuance of a new branch license;
 - Issuance of an unconditional salesperson license following submission of educational requirements of Section 10153.4 of the Business & Professions Code.

Corporation license fees

When officer applicant is currently licensed by the DRE:

License Fee \$165

When officer applicant has never been licensed by the DRE or applicant license expired more than two years ago:

License Fee \$165
 Fingerprint Fee^① \$56
 Total due to DRE \$165

When corporation has expired or when officer applicant’s broker license has expired during the past two years:

License Fee \$248

When the corporation is currently licensed and a substitution of a currently licensed additional officer is requested:

No Fee Required

^① *Fingerprint fee* — Applicants who *reside in California* will pay a \$56 fingerprint processing fee directly to the live scan fingerprint service provider. Applicants who *reside out of state* should submit the \$56 fingerprint processing fee with their application, fingerprint card, and license fee.

Restricted license fees

When a restricted license application must be submitted as a result of an Order following a hearing or other formal action:

Salesperson License Fee \$120
 Broker License Fee \$165
 Officer License Fee \$165
 Corporation License Fee \$165

Payment methods

Acceptable payment methods — Cashiers’ check, money order, check or credit card.

- Make check or money order payable to: **Department of Real Estate**
- Credit card payments must be submitted with appropriate form:
 - Credit Card Payment (RE 909)
 - Credit Card Payment (Exams) (RE 298)

Questions...

If you have questions, please write or call.

- Mailing Address
 Department of Real Estate
 P.O. Box 187000
 Sacramento, CA 95818-7000
- Examinations
 (916) 227-0900
- Original Licensing
 (916) 227-0904
- Renewals
 (916) 227-0931

Information is also available from the DRE Web Site — **www.dre.ca.gov**.