



GOVERNOR
KIM REYNOLDS
LT. GOVERNOR
ADAM GREGG

IOWA DIVISION OF BANKING
PROFESSIONAL LICENSING & REGULATION

RONALD L. HANSEN
SUPERINTENDENT

REQUEST FOR AUTHORIZATION LETTER (WAIVER) TO TAKE THE EXAM IN LIEU OF CONTINUING EDUCATION

All brokers and salespersons can, at any time between July 1 and December 31 of the year of renewal, take and pass the appropriate licensing exam instead of completing the required continuing education. You must contact the Commission to obtain an authorization letter (waiver) for admittance to take the exam. Please send your written request to take the exam in lieu of continuing education to realestatecommission@iowa.gov or by FAX: 515-725-9032. The authorization letter (waiver) will be mailed or e-mailed to you per your instructions below. You must have this authorization letter (waiver) when you arrive at the testing site or you will not be allowed to take the exam. When you pass the examination, you will automatically be given information on how to apply for a real estate license. Please disregard, but you will need to retain the pass notices for your records.

OR

All brokers and salespersons can take and pass the appropriate licensing exam instead of completing the required continuing education to activate their real estate license or reinstate their license to active status. You must contact the Commission to obtain an authorization letter (waiver) for admittance to take the exam. Please send your written request to take the exam in lieu of continuing education to realestatecommission@iowa.gov or by FAX: 515-725-9032. The authorization letter (waiver) will be mailed or e-mailed to you per your instructions below. You must have this authorization letter (waiver) when you arrive at the testing site or you will not be allowed to take the exam. When you pass the examination, you will automatically be given information on how to apply for a real estate license. Please disregard, but you will need to retain the pass notices for your records.

Name: _____

License Number: _____

Please e-mail authorization letter (waiver) to me at:

Please mail authorization letter (waiver) to me at the following address:

