



STATE OF NEVADA
DEPARTMENT OF BUSINESS AND INDUSTRY
DIVISION OF MORTGAGE LENDING

7220 Bermuda Road, Suite A
Las Vegas, Nevada 89119
(702) 486-0780 Fax (702) 486-0785
www.mld.nv.gov

**APPLICATION FOR APPROVAL OF INSTRUCTOR FOR
PRE-LICENSING AND CONTINUING EDUCATION OFFERINGS**
(To Be Completed By Instructor Applicant)

Mail to the Division of Mortgage Lending at the above address.

The undersigned hereby makes application to the Commissioner of the Division of Mortgage Lending for approval as an instructor of an approved education provider's pre-licensing or continuing education course offering(s).

Incomplete Applications Will Not Be Processed.

Required Instructor Documentation:

- Application for Approval of Instructor for Pre-Licensing and Continuing Education Offerings.
- Instructor's resume (including dates, detailed work history and mortgage industry experience).
- Copies of Instructor's professional licenses, certificates, transcripts, degrees.
- Copies of any course materials and handouts the Instructor intends to utilize in addition to materials provided with the application for course approval.

Please print or type:

1. Name of Instructor: _____

2. Mailing Address: _____

3. Telephone No.: _____

4. Fax No.: _____

5. E-Mail: _____

6. Name and Address of Education Provider for which the Instructor will instruct:

7. Title of course which the Instructor will instruct: _____

8. Proof of qualification to instruct:

- Bachelor's degree or a more advanced degree, plus at least 2 years of full-time experience in the field in which the Instructor will be providing instruction or
- Teaching experience of at least 75 hours in the field in which the Instructor will be providing instruction within the 3 years immediately preceding the date of his application for approval plus at least 3 years of full-time experience in that field or
- At least 6 years of full-time experience in the field in which the Instructor will be providing instruction or
- Any combination of at least 6 years of college level course work and full-time experience in the field in which the Instructor will be providing instruction

9. Description of experience in the field in which the Instructor is applying to instruct which clearly indicates how the Instructor applicant is qualified to teach the subject matter of the course:

10. Have you ever been refused approval of a license or certificate by any federal, state, county or city agency or entity?

- Yes
 No

If yes, explain: _____

11. Has any license or certificate held by you ever been suspended, revoked, or subject to discipline?

- Yes
 No

If yes, explain: _____

12. Have you ever been subject to any disciplinary action by any federal, state, county or city agency or entity?

- Yes
 No

If yes, explain: _____

13. Have you been disciplined by the Division within the immediately preceding 5 years?

- Yes
- No

If yes, explain: _____

14. Have you been disciplined by the Division more than one time?

- Yes
- No

If yes, explain: _____

15. Have you been determined in an administrative or judicial proceeding to have violated any statute, rule, regulation or order pertaining to mortgage lending or real estate in Nevada or any other state?

- Yes
- No

If yes, explain: _____

16. Have you ever been convicted of, or entered a plea of guilty or nolo contendere to, any crime involving fraud, deceit, misrepresentation or moral turpitude?

- Yes
- No

If yes, explain: _____

I declare under penalty of perjury under the laws of the State of Nevada that I have read the foregoing and it is true and correct.

Name of Instructor Applicant (print or type): _____

Signature of Instructor Applicant: _____

Date: _____