



# How to Obtain a Real Estate License

## Qualifications to become a real estate sales agent:

- Citizen of the United States or a lawfully admitted alien,
- 18 years of age or older
- Legal resident of Texas
- Meet TREC’s qualifications for honesty, trustworthiness, and integrity

## Requirements

### 1. Complete Your Qualifying Education

To be eligible to apply for a real estate Salesperson License, an individual must furnish the Texas Real Estate Commission (TREC) satisfactory evidence of successfully completing the following education:

- Principles of Real Estate I core real estate course (30-classroom hrs.)
- Principles of Real Estate II core real estate course (30-classroom hrs.)
- Law of Agency core real estate course (30-classroom hrs.)
- Law of Contracts core real estate course (30-classroom hrs.)
- Real Estate Finance core real estate course (30-classroom hrs.)
- Promulgated Contracts core real estate course (30-classroom hrs.)

Education course certificates must be submitted to TREC after applying online or with your paper application.

## TREC Contact Information

**Mailing address:**

Texas Real Estate Commission  
P. O. Box 12188  
Austin, TX 78711-2188

**Website:**

[www.trec.texas.gov](http://www.trec.texas.gov)

**Phone number:**

(512) 936-3001

**Fax number:**

(512) 936-3863

**Email address:**

[information@trec.texas.gov](mailto:information@trec.texas.gov)

### 2. File Your Application

#### **Apply Online**

Submit your application and fee to become a Sales Agent using TREC’s Online Licensing Services. You will have to create a username and password to use the Online Licensing Services. If you have registered online with TALCB or TREC in the past, that you can use the same username and password. You can log in to the Online Licensing Services at Texas Real Estate Commission’s Online Licensing Service Page.

#### **Apply by Mail**

If you prefer, you can also apply for your Sales Agent license using the paper application. The may take longer to process and you will need to pay a paper filing fee. You can find the paper application on the TREC website at [Application for Inactive Real Estate Sales Agent License](#). If submitting your application by mail, **please note that an application received without the appropriate fees will be rejected and your check will be returned to you.**

**Statement of Equal Opportunity:** No person shall be excluded from participation in, denied the benefits of, or be subject to discrimination under any program or activity sponsored or conducted by South Texas Community College on the basis of race, color, national origin, religion, sex, age, veteran status, or disability. Individuals with disabilities requiring assistance should contact our disABILITY Support Services at 872-2006.

## **Fees**

The fees listed below are non-refundable and should be submitted with the application online or in one personal check, cashier's check, or a money order payable to the Texas Real Estate Commission if the application is mailed in. **Cash is not be accepted.**

| <b>Fee</b>               | <b>Amount</b> | <b>Comment</b>   |
|--------------------------|---------------|--|
| Original Application     | \$205.00      | Required for all applicants  |
| Background Check Fee     | \$27.00       | Due on initial applications and renewals if applicant has previously been fingerprinted for TREC |
| Real Estate Recovery Fee | \$10.00       | Due on initial applications for a license  |
| Paper Processing Fee     | \$20.00       | Required for any application submitted by mail that is available online                          |

### **Note:**

State law prohibits the renewal of a license if a licensee has defaulted on a student loan guaranteed by Texas Guaranteed Student Loan Corporation (TG) unless the licensee has entered into a repayment agreement with TG. You must contact TG before filing this application if you have defaulted on a student loan. An application or renewal may be rejected if this agency has received information from TG that the applicant has defaulted on a student loan. The Texas Guaranteed Student Loan Corporation can be contacted at:

**P.O. Box 83100**  
**Round Rock, Texas 78683-3100**  
**Telephone: (800) 252-9743**

### **3. Get Your Fingerprints Taken and Pass Your Background Check**

Any person applying for or renewing a salesperson license must provide their fingerprints for a criminal history check. To schedule your appointment for fingerprinting, go to <https://www.trec.texas.gov/fingerprint-requirements> and follow the instructions. If you have previously submitted fingerprints for a TALCB or TREC, you do not have to submit fingerprints again. A \$37.00 fee needs to be paid to Morpho Trust in order to get fingerprinted.

**Note:** A license will not be issued if the background check has not been cleared.

### **4. Take the Exam**

PearsonVUE, a testing service company, administers license examinations. Once your application has been received, processed and accepted, you will be sent a notice with instructions for scheduling the exam and obtaining a copy of the exam Candidate Handbook. **DO NOT** attempt to register for the exam without first receiving notification from TREC.

**Note:** If you fail the exam three times, additional education will be necessary.

### **5. Find a Sponsor**

After meeting the above requirements, you will be issued an inactive license. You need to be sponsored by an active Texas licensed broker to work. You can complete a sponsorship request using TREC's Online Licensing Services. Once the broker has accepted your request, your active license will be issued, and you can work as a Sales Agent. You are not authorized to perform any act for which a real estate license is required until an ACTIVE Texas Real Estate Commission license is in the possession of your sponsoring broker.

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*Revised October 2023*

**The following pre-license required core courses are offered at STC through Continuing, Professional, and Workforce Education:**

**Principles of Real Estate 1** **Course Subject: RELE 1002** **30 hours** **\$210.00**

Text: Modern Real Estate Practice in Texas, 18<sup>th</sup> Edition, ISBN: 9781475463767, ebook: 9781475463774

This 30-hour course is an overview of licensing as a real estate broker and salesperson, ethics of practice, titles to and conveyance of real estate, legal descriptions, law of agency, deeds, encumbrances and liens, distinctions between personal and real property, contracts, appraisal, finance and regulations, closing procedures, and real estate mathematics. Also includes federal, state, and local laws relating to housing discrimination, housing credit discrimination, and community reinvestment.

**Principles of Real Estate 2** **Course Subject: RELE 1039** **30 Hours** **\$210.00**

Text: same as Principles 1

This 30-hour course is a continuation of objectives covered in Principles of Real Estate 1. Principles of Real Estate I is Not a prerequisite for taking Principles of Real Estate 2.

**Real Estate Law of Contracts** **Course Subject: RELE 1012** **30 Hours** **\$210.00**

Text: Texas Law of Contracts, 4<sup>th</sup> Edition ISBN: 9781078825092, ebook: 9781078825108

This 30-hour course shall include but not be limited to the elements of a contract, offer and acceptance, the statute of frauds, specific performance and remedies for breach, unauthorized practice of law, commission rules relating to use of adopted forms, and owner disclosure requirements. *It is highly recommended that students pass a Principles or Agency course BEFORE taking Law of Contracts.*

**Law of Agency** **Course Subject: RELE 2002** **30 Hours** **\$210.00**

Text: Texas Real Estate Agency, 9<sup>th</sup> Edition, ISBN: 9781475458145, ebook: 9781475484212

This 30-hour course is a study of law of agency including principal-agent and master-servant relationships, the authority of an agent, the termination of an agent's authority, the fiduciary and other duties of an agent, employment law, deceptive trade practices, listing or buying procedures, and the disclosure of an agency. The student will identify reasons for suspension or revocation of a real estate license; illustrate ways in which agency relationships can be created and terminated; describe the judiciary relationship that exists between an agent and his principal; discuss the Deceptive Trade Practices Act as it affects the real estate agent and the duties and obligations of the client, customer, and agent; distinguish between dual agency and intermediary relationships; and explain the mandatory Sellers Disclosure of Property Condition form.

**Real Estate Finance** **Course Subject: RELE 1020** **30 Hours** **\$210.00**

Text: Essentials of Real Estate Finance, 15<sup>th</sup> Edition, ISBN: 9781475462074, ebook: 9781475462081

This 30-hour course includes an overview of the U.S. monetary system, primary and secondary money markets, sources of mortgage loans, federal government programs, loan applications, processes and procedures, closing costs, alternative instruments, laws affecting mortgage lending, and the State Housing Agency. The student will discuss various types of financing with clients and customers; explain the function of the primary and secondary money markets; list the types of lenders and explain the types of loans they provide; qualify the buyer and the property using lender guidelines; and calculate net sheets for both parties in a real estate transaction.

**Real Estate Promulgated Contracts** **Course Subject: RELE 1000** **30 Hours** **\$210.00**

Text: Texas Promulgated Forms, 5<sup>th</sup> Edition, ISBN: 9781078837033, ebook: 9781629802572

This 30-hour course includes but not be limited to the unauthorized practice of law, broker-lawyer committee, current promulgated forms, commission rules governing use of forms, and case studies involving the use of forms.

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Class dates, times, or locations are subject to change or may be rescheduled or cancelled based on enrollment or availability of instructors and classrooms. For a current schedule of course dates, please call us at (956) 872-3585. Schedules may also be picked up at the Continuing Education Office located at the STC Pecan Plaza, 2621 Pecan Boulevard in McAllen. Current schedules may also be faxed, mailed, or emailed to you upon request.

Textbooks are required on the first day of class and may be purchased at the STC Bookstore at 3201 W. Pecan in McAllen. The STC Bookstore usually closes at noon on Fridays and is closed weekends. **Please call the Bookstore for current prices and Hours of operation, (956) 872-2075. Books are also available in electronic format at [Dearborn books site](#)**

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Revised October 2023

# My Real Estate Education Plan

My schedule:

|   | Course Title | Start Date | End Date | Meeting Days             | Meeting Times                       |
|---|--------------|------------|----------|--------------------------|-------------------------------------|
| 1 |              |            |          | Weekday<br>or<br>Weekend | 6 pm -10 pm<br>or<br>8:30 am – 5 pm |
| 2 |              |            |          | Weekday<br>or<br>Weekend | 6 pm -10 pm<br>or<br>8:30 am – 5 pm |
| 3 |              |            |          | Weekday<br>or<br>Weekend | 6 pm -10 pm<br>or<br>8:30 am – 5 pm |
| 4 |              |            |          | Weekday<br>or<br>Weekend | 6 pm -10 pm<br>or<br>8:30 am – 5 pm |
| 5 |              |            |          | Weekday<br>or<br>Weekend | 6 pm -10 pm<br>or<br>8:30 am – 5 pm |
| 6 |              |            |          | Weekday<br>or<br>Weekend | 6 pm -10 pm<br>or<br>8:30 am – 5 pm |

Ensure that my name is accurate when registering.

Your name must appear exactly as is on Texas ID/Texas Driver’s license. Your certificates will print the way your First and Last name appear upon registration. Check with an office staff member if your name is not correct.

Take all 6 required courses with a passing grade.

- Principles I
- Principles II
- Law of Agency
- Law of Contracts
- Promulgated Contracts
- Finance

Check that you have all 6 certificates.

If you are missing a certificate or see that your name is misspelled, you can request one by scanning the QR code:

Begin your application with TREC

Certificate Request Form  
Scan QR



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## Pre-Enrollment Real Estate Agreement

Please sign and return before the first day of class. Non-compliance to this will result in your certificate being withheld until it is completed and received by our staff.

Prior to a student enrolling in a course, a provider approved by the Commission shall provide the student with a pre-enrollment agreement that includes all of the following information:

1. Tuition for the course: \$210
2. There are 5 books required for this program:
  - a. Principles I & II- Modern Real Estate Practice in Texas 18th (ISBN# 9781475463767)
  - b. Law of Agency- Texas Real Estate Agency 9th (ISBN#9781475458145)
  - c. Law of Contracts- Texas Law of Contracts 4th (ISBN#9781078825092)
  - d. Promulgated Contracts- Texas Promulgated Forms 4th (ISBN:9781078823623)
  - e. Finance- Essentials of Real Estate Finance 15th (ISBN#9781475462074)
3. Refund policy: 100% refund prior to or on the business day before the first day of class. No refunds on the first day of class or after. 100% refund if class is called by STC. A drop form must be submitted along with a reason and signature.
4. Attendance requirements: Student will receive a certificate based on a minimum of 26 hours of attendance and a grade of 70 or above.
5. Makeup Procedure: A student can make up a maximum of 4 hours, to meet the minimum of 26-hour attendance requirement, and will be charged a fee of \$86.75 per hour.
6. Proctoring fees: There are no additional fees with exam proctoring when it is done during scheduled class.
7. Make up final exam: Make up exams will be allowed on a case-by-case basis. Those that are approved will be charged a fee of \$86.75 per hour.
8. Criminal history: 53.152, Texas Occupations Code. This bill requires that education providers notify potential students that a criminal history may make them ineligible for an occupational license and that they have a right to request a criminal history evaluation before they enroll in courses. Potential applicants may request a criminal history evaluation by submitting a completed Moral Character Determination Form to TREC prior to applying for a license.

## Final Exam Proctoring Agreement

1. Prior to taking the final exam, each student must show the instructor a valid picture ID with his/her name on it. The instructor will check off that a picture ID has been provided by the student and will allow the student to take the final exam.
2. All students who have been cleared for the exam (attended the required number of hours and provided a picture ID) will be given a copy of the exam and will be given a set amount of time to complete the exam.
3. The exam will be proctored by the instructor who will remain in the classroom throughout the length of the exam.
4. The exam is closed-book, closed-notes.
5. When time is up, exams will be collected by the instructor for grading and review.
6. Students will not be allowed to step out of the classroom during the exam time unless it is for a serious emergency.

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Student Signature

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Representative of STC Signature

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