



**Rules of
Department of Economic
Development**

**Division 250—Missouri Real Estate Commission
Chapter 3—Applications for License;
License Examinations**

Title	Page
4 CSR 250-3.010 Applications for License	3
4 CSR 250-3.020 License Examinations	3



**Title 4—DEPARTMENT OF
ECONOMIC DEVELOPMENT**

**Division 250—Missouri Real
Estate Commission**

**Chapter 3—Applications for
License; License Examinations**

4 CSR 250-3.010 Applications for License

PURPOSE: This rule informs applicants of the requirements, procedures and qualifications necessary for obtaining a license.

(1) Licenses shall be granted only to persons who present, and corporations, associations or partnerships whose officers, associates or partners present, satisfactory proof to the commission that they are persons of good moral character; bear a good reputation for honesty, integrity and fair dealing; and are competent to transact the business of a broker or salesperson in such a manner as to safeguard the interest of the public.

(2) All applications for license shall be made on forms approved by the commission and completed and signed by the applicant. The commission may deny issuance of a license to any applicant submitting an incomplete application or an application containing any false or misleading information or to any applicant failing to submit the correct fees with an application.

(3) Every application for original license shall be accompanied by proof acceptable to the commission that the applicant has met all applicable requirements of the license law and these rules, including but not limited to:

(A) Proof of successful completion of the prescribed prelicense course in an accredited school prior to the date of examination and within six (6) months prior to the date the application for license is postmarked by a postal service; and

(B) Proof of satisfactory completion of both portions of the required examination within six (6) months prior to the date the application for license is postmarked by a postal service.

(4) Applicants will have six (6) months after satisfactory completion of the required course of study within which to pass the required examination and apply for license. After six (6) months, credit for that course and examination will expire, and satisfactory completion of the required course and examination must be repeated before applying for license.

(5) The commission may require an applicant for a license to furnish a recent passport-type

photograph and court documents, as well as any other information deemed necessary by the commission to determine the applicant's qualifications for a license.

(6) The commission reserves the right, at its discretion, to hold any application for a reasonable length of time for investigation.

AUTHORITY: section 339.120, RSMo 2000. Original rule filed Nov. 14, 1978, effective Feb. 11, 1979. Amended: Filed Oct. 2, 1985, effective Dec. 26, 1985. Amended: Filed June 15, 1990, effective Dec. 31, 1990. Amended: Filed Feb. 2, 1994, effective Aug. 28, 1994. Amended: Filed June 28, 2002, effective Dec. 30, 2002.*

**Original authority: 339.120, RSMo 1941, amended 1963, 1967, 1981, 1988, 1993, 1995, 1999.*

4 CSR 250-3.020 License Examinations

PURPOSE: This rule establishes how and by whom the examination shall be given. The requirements, fees and prohibitions are included in this rule.

(1) The form, content, method of administration, passing standards and schedule of written license examinations shall be determined by the commission and the date and place of examinations shall be announced as far in advance as is practicable. In conducting examinations, the commission may utilize professional computerized testing services.

(2) Fees payable by applicants for broker and salesperson license examinations shall be established by agreement with the commission and testing service administering the examination. Fees shall be paid as directed by the commission.

(3) No applicant shall be permitted to take any memoranda, pamphlet, book or paper into an examination room and otherwise shall be subject to the rules imposed by the administrator of the examination. If any applicant violates any rules imposed by the administrator while taking an examination such act shall be reason to deny issuance of a license to the applicant(s) involved.

AUTHORITY: section 339.120, RSMo 2000. Original rule filed Nov. 14, 1978, effective Feb. 11, 1979. Amended: Filed Oct. 2, 1985, effective Dec. 26, 1985. Amended: Filed Feb. 2, 1994, effective Aug. 28, 1994. Amended: Sept. 8, 2003, effective March 30, 2004.*

**Original authority: 339.120, RSMo 1941, amended 1963, 1967, 1981, 1988, 1993, 1999.*