



Master Real Estate Instructor (MREI) Application

Name: _____
NRDS #: _____
Date: _____

Please Complete and Mail to:
NYSAR
Department of Education
130 Washington Ave Albany, NY 12210
OR EMAIL TO: education@nysar.com

Application Type: (Please select one):

Approval (1st time applicant)
No Application Fee Required

Recertification (required every 3 years)
\$125 Fee Required

1. SECTION ONE—Initial Designation/Application Only - NOTE: Professional Designation is NOT affiliated with or endorsed by the National Association of Realtors®

(a) Have you completed the Instructor Training Institute (ITI) and the Course Development Workshop (CDW) during 2017-2022 and going forward?

(Please provide a copy of your Certificates)

AND

(b) Are you a NYS Approved Instructor?

(Please provide a copy of your DOS approval)

AND

(c) Do you have 90 hours of paid instruction within the last 3 years?

(Please provide proof of paid instruction i.e., letter from employers/schools/associations/boards)

Do you meet all 3 requirements? Do you have all your supporting documentation?

2. SECTION TWO— Recertification Only (required every 3 years)

(a) Have you completed at least 3 NYSAR offered instructor development workshops over the last 3 years?

(Please provide proof of the completed workshops)

AND

(b) Have you completed the MREI half-day recertification course at least once in the last 3 years?

(Please provide a copy of your course completion certificate)

AND

(c) Do you have 90 hours of paid instruction within the last 3 years?

(Please provide proof of paid instruction i.e., letters from employers/schools/associations/boards)

AND

(d) Have you included and paid the \$125 recertification fee?

Do you meet all 5 requirements? Do you have all your supporting documentation? Did you pay your fee?

(SEE NEXT PAGE FOR PAYMENT OPTIONS: REQUIRED FOR RECERTIFICATION ONLY)

STAFF ONLY:

Is applicant a DOS approved instructor? Yes No

If this is a recertification application, what round of recertification is it? (1st recert, 2nd recert, etc.)



MREI PAYMENT FORM

\$125 FEE REQUIRED FOR RECERTIFICATION ONLY

Name: _____

Address: _____

NRDS #: _____

Phone: _____

Email: _____

Payment Options:

Check- Make Payable To:

**NYSAR
Department of Education
130 Washington Ave
Albany, NY 12210**

Or

Credit card (circle one)

VISA MASTERCARD AMEX DISCOVER

Card Number: _____

Expiration Date: _____

Security Code: _____

Signature: _____

**Please attach a note identifying any disabilities which require special accommodations, including provisions for auxiliary aids. Please call NYSAR Education Department at 518-462-5474 x 219 for more assistance.*

**Please consider paying it forward by making a tax-deductible donation to the New Your State Real Estate Education Foundation (NYSREEF) today at nysarportal.com*