



Texas Real Estate Commission

P.O. Box 12188

Austin, Texas 78711-2188

512-459-6544 or 1-800-250-8732 (TREC)

Mandatory Continuing Education
INSTRUCTOR CREDIT REQUEST

This form should be used to request credit for instructors of CORE and MCE courses. To obtain credit for a combination of teaching and classroom attendance as a student, the instructor must be present for the complete course. The instructor's name should not appear as a student on MCE form 8-4, MCE Course Completion Roster.

1. Provider or School Name

2. Provider Number

Grid for Provider Number (4 boxes)

3. Instructor Name

Line for Instructor Name with labels Last, First, MI

4. Real estate license number

Grid for Real estate license number (8 boxes)

5. Course Title

6. Course number

7. Date(s) course was held

Grid for Course number (10 boxes)

8. Did you teach the entire course? [] Yes [] No

If "Yes", proceed to item number 12.
If "No", answer all of the remaining questions.

9. How many hours of this course did you teach? _____

10. Was this course the TREC required legal or ethics update course? [] Yes [] No

How many hours of this course did you teach? _____

11. Did you attend a portion of this course as a student rather than as an instructor?
[] Yes [] No If "Yes", were you present for the entire course? [] Yes [] No

12. I represent that this request complies with the commission's rules governing MCE credit for instructors.

Signature or Provider/Designate

Date

Signature of Instructor

Date