

WASHINGTON REAL ESTATE EXAMINATION REGISTRATION FORM

Instructions for Completing the Examination Registration Form

The numbered items correspond to the numbered blanks on the registration form (next page). PLEASE TYPE OR PRINT IN INK ALL INFORMATION.

1. **NAME:** Enter your last name, first name and middle initial exactly as they appear on your driver's license. Do not use nicknames.
2. **MAILING ADDRESS:** Abbreviate words like street, drive or road, and enter your city, state and zip code.
3. **EMAIL ADDRESS:** Please provide your email address.
4. **TELEPHONE NUMBER:** Please provide telephone numbers as indicated.
5. **SOCIAL SECURITY NUMBER:** Enter your Social Security number. WE CANNOT PROCESS YOUR REGISTRATION WITHOUT IT!
6. **BIRTH DATE:** Enter the month, day and year of your birth.
7. **TEST TYPE:** Choose the appropriate box and indicate if you have attempted the examination before.
8. **EXAMINATION FEE:** The examination fee is \$138.25. This fee must be submitted with your registration form. Payment may be made by cashier's check, money order or personal check made payable to PSI Services Inc. Visit <http://schedule.psiexams.com> or contact PSI at 855-746-8168 if payment is to be made by credit card. *Payment by cash is not acceptable.* Examination fees are valid for twelve (12) months.
9. **CERTIFICATION OF EDUCATION:**

Broker candidates must complete a sixty (60) clock hour course in Real Estate Fundamentals and a thirty (30) clock hour course in Real Estate Practices for a total of ninety (90) clock hours of instruction approved by the Department of Licensing **before** making an examination appointment.

You must register as a Student with PSI. To register with PSI as a Student, go to <http://schedule.psiexams.com>, select the "Clients/Partners Washington Student User" link and follow the on-screen instructions. Course completion information must be received electronically from your school. Your school will only be able to provide course completion information if you are a registered Student with PSI. You will not be allowed to schedule an examination appointment until your education provider has electronically submitted your course completion to PSI.

Managing Broker candidates must complete thirty (30) clock hour courses in advanced real estate law, broker management and business management for a total of ninety (90) clock hours of instruction approved by the Department of Licensing. Managing Broker candidates **must** receive approval from the Department of Licensing before making an examination appointment.

You must register as a Student with PSI. To register with PSI as a Student, go to <http://schedule.psiexams.com>, select the "Clients/Partners Washington Student User" link and follow the on-screen instructions. Course completion information must be received electronically from your school. Your school will only be able to provide course completion information if you are a registered Student with PSI. You will not be allowed to schedule an examination appointment until your education provider has electronically submitted your course completion to PSI.
10. **SIGNATURE AND DATE:** Read the statement and sign your name.

