



**Arizona Reciprocal
OUT-OF-STATE RECOGNITION
Units of Study & License Application Requirements
CHECKLIST**

<input type="checkbox"/> Unit 1 – Real Estate Statutes 18 questions on the state exam	<input type="checkbox"/> Unit 7 – Environmental Law 4 questions on the state exam.	<input type="checkbox"/> Unit 13 – Arizona Residential Landlord Tenant Act 2 questions on the state exam.
<input type="checkbox"/> Unit 2 – Commissioner’s Rules 14 questions on the state exam.	<input type="checkbox"/> Unit 8 – Land Descriptions 3 questions on the state exam.	<input type="checkbox"/> Unit 14– Property Management 3 questions on the state exam.
<input type="checkbox"/> Unit 3 - Agency Relationships & Managerial Duties 9 questions on the state exam.	<input type="checkbox"/> Unit 9 – Land Development 2 questions on the state exam.	<input type="checkbox"/> Unit 15 – Financing Documents 2 questions on the state exam.
<input type="checkbox"/> Unit 4 – Contracts & Contract Law 7 questions on the state exam.	<input type="checkbox"/> Unit 10 – Encumbrances 2 questions on the state exam.	<input type="checkbox"/> Unit 16 – Deed of Trust Foreclosure 4 questions on the state exam.
<input type="checkbox"/> Unit 5 – Government Rights in Real Property 4 questions on the state exam.	<input type="checkbox"/> Unit 11 – Acquisition / Transfer of Title 5 questions on the state exam.	<input type="checkbox"/> Unit 17 – Disclosure & Consumer Protection 7 questions on the state exam.
<input type="checkbox"/> Unit 6 – Arizona Water Law 10 questions on the state exam.	<input type="checkbox"/> Unit 12 – Escrow & Settlement 3 questions on the state exam.	<input type="checkbox"/> Unit 18 – Math Calculations 11 on the state exam.

ITEMS TO COMPLETE FOR LICENSE APPLICATION PACKAGE:

<input type="checkbox"/> Introduction to Contract Writing	6 HOUR CLASS NOT TESTED AT STATE EXAM. No homework – handouts given for resources and review. Receive certificate for this class to send with license application package.
<input type="checkbox"/> REQUEST Certified License History	From previous state. Check with that state for procedure to request this. DO THIS RIGHT AWAY SO YOU GET BACK BEFORE YOU ARE READY TO SCHEDULE EXAM.
<input type="checkbox"/> Certified License History	Receive back after requesting above from previous state. Will be needed to take state exam and for license application.
<input type="checkbox"/> Complete Livescan or Paper fingerprinting application for DPS Clearance Card	Copy of front and back will be needed for license application. Go to www.AZDPS.gov . DO THIS AS QUICKLY AS POSSIBLE TO AVOID DELAYS.
<input type="checkbox"/> DPS Current Clearance Card	Receive this back after applying for it above. A copy of front and back will be needed for license application.
<input type="checkbox"/> Disclosures – Form L214/244 from ADRE	Complete this form found at www.azre.gov . Will be needed for license application.
<input type="checkbox"/> Proof of Legal Presence	Find list of acceptable documents for this proof at www.azre.gov . (Items like a signed lease with proof of payment or utility bill)
<input type="checkbox"/> Proof of residency & Attestation Form	This will be needed for license application. This form can be found at www.azre.gov and is also attached to the ADRE Brochure.
<input type="checkbox"/> Arizona Pearson Vue Exam Score	This is given to you when you pass the out-of-state recognition state exam. The actual license application is also given with this.