

# Online Salesperson Examination Application



601-1595 Bedford Highway, Bedford, Nova Scotia, B4A 3Y4

Phone: 902-468-3511 800-390-1015

Fax: 902-468-1016 800-390-1016

Website: nsrec.ns.ca licensing@nsrec.ns.ca

**Applicability:** Online salesperson exams are available only to students who enrolled in the salesperson licensing course on or after August 1, 2024. Students who enrolled prior to August 1, 2024 are not eligible to write the online exam.

**Registration:** Complete this exam application and credit card authorization and email it to Pam Crane, Licensing Officer, licensing@nsrec.ns.ca.

**Scheduling:** Once received a copy of your receipt and the Online Salesperson Exam Instructions, use the instructions to prepare your exam space and schedule your exam.

**Exam Fee: \$114.00 tax included**

## PART A | APPLICANT INFORMATION

|   |  |   |             |
|---|--|---|-------------|
| LAST NAME (AS IT APPEARS ON YOUR GOVERNMENT ISSUED PHOTO ID)      |  | FIRST NAME (AS IT APPEARS ON YOUR GOVERNMENT ISSUED PHOTO ID) |             |
| ADDRESS   |  |   |             |
| CITY  |  | PROVINCE  | POSTAL CODE |
| PRIMARY PHONE   |  | ALTERNATE PHONE   |             |
| EMAIL ADDRESS   |  |   |             |
| TYPE OF COURSE COMPLETED  |  | HAVE YOU WRITTEN THE EXAM BEFORE?                             |             |
| <input type="checkbox"/> In Class <input type="checkbox"/> Online |  | <input type="checkbox"/> Yes <input type="checkbox"/> No      |             |
|   |  | IF YES, WHEN?:  |             |

## PART B | DECLARATION

- In accordance with the By-law, I have completed the licensing course prior to submitting this exam application.
- I enrolled in the Salesperson Licensing Course on or after August 1, 2024.
- I understand that I am responsible for ensuring my exam workspace and equipment comply with ProctorU requirements.
- I will follow the instructions of the exam proctor when I write my exam.
- I understand that if I miss my scheduled exam or cancel less than 24 hours before the exam is scheduled, I forfeit the exam fee and will have to pay an additional exam fee to reschedule my exam.
- I understand that my exam session will be recorded and cheating on the exam or copying exam questions will result in forfeiting the exam fee, voiding the salesperson licensing course completion and a two-year ban from taking the salesperson licensing course.
- I understand that submitting false information on an application to the Commission may jeopardize my eligibility to become licensed.

\_\_\_\_\_  
APPLICANT'S SIGNATURE

# Credit Card Authorization Form



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Effective April 1, 2016, HST applies to all licensing, exam, audit, and recovery fund fees.

## CREDIT CARD DETAILS

|  |           |                     |
|--|-----------|---------------------|
| TYPE OF CARD<br><input type="checkbox"/> AMEX <input type="checkbox"/> MasterCard <input type="checkbox"/> VISA* |           |                     |
| CARD NUMBER  |           | V-CODE              |
| NAME ON CARD   |           | EXPIRY DATE (MM/YY) |
| BILLING ADDRESS  | CITY/TOWN | PROV / POSTAL CODE  |

**\*The Commission cannot process VISA DEBIT cards with this form.**

I hereby authorize the Nova Scotia Real Estate Commission to charge my credit card for:

(i.e. exam fee, licensing fees, reinstatement of licence, fines, licence renewals, etc.)

\_\_\_\_\_  
CARDHOLDER SIGNATURE

**IF YOU COMPLETED AND SUBMITTED THIS FORM WITH YOUR APPLICATION, DO NOT LOG IN AND PAY YOUR INVOICE ONLINE**