

**KANSAS REAL ESTATE COMMISSION**

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**EDUCATION PROCTOR  
CERTIFICATION FORM**

Form No. RE-870

**INSTRUCTIONS**

Schools should complete this form for each student who has completed the requisite course work for a distance, home study or online course, and provide it to the proctor with the closed-book examination.

After the examination is administered, the proctor should complete the remainder of the form and return the examination and certification to the school in a sealed exam packet.

**SCHOOL INFORMATION:**

SCHOOL NAME

PROGRAM COORDINATOR

SCHOOL CODE

**DISTANCE COURSE INFORMATION:**

COURSE NAME

COURSE CODE (CE ONLY)

**STUDENT INFORMATION:**

NAME

LICENSE NUMBER (IF LICENSED)

**PROCTOR INFORMATION:**

NAME

EMAIL

ADDRESS

CITY

STATE

ZIP

PHONE

**PROCTOR CERTIFICATION***I certify that:*

- 1. I am a disinterested third party in the administration of this examination. I am not related by blood, marriage or any other relationship to the above-named student which would influence me from properly administering the examination. I am not a real estate licensee nor am I affiliated with a real estate brokerage.*
- 2. The student showed me positive photo identification prior to completing the examination.*
- 3. The enclosed examination was administered under my supervision on \_\_\_\_\_ . The student received no assistance and had no access to books, notes, electronic media or reference material. DATE*
- 4. I have not permitted the examination to be compromised, copied, or recorded in any way or by any method.*

Date

Signature of Proctor