



State of Tennessee
 Department of Commerce and Insurance
HOME INSPECTOR LICENSING PROGRAM
 500 James Robertson Parkway
 Nashville, Tennessee 37243-1166
 (615) 741-1831
 Fax (615) 253-1692

COURSE APPROVAL APPLICATION FORM
(must be accompanied by application / renewal fee of \$50)

INITIAL COURSE APPROVAL -or- **RENEWAL**

If this is a renewal, provide state course approval number (if applicable): _____

INSTRUCTIONS: *This application form must be used by the course provider/owner applying for course approval from the Home Inspector Licensing Program. A SEPARATE APPLICATION FORM MUST BE FILED FOR EACH COURSE SUBMITTED FOR APPROVAL. All items on the form must be completed (enter 'N/A' if not applicable) and all required attachments must be submitted with the application / renewal fee of \$50.*

1. **Name of Course Provider / Applicant:** _____
2. **Mailing Address:** _____
3. **Contact Person / Administrator:** _____ **Phone:** _____
4. **Website:** _____ **Fax:** _____
- E-mail:** _____
6. **Course Title:** _____
7. **Number of Classroom Hours:** _____ **Number of Exam Hours:** _____
8. **Course Category:** **Qualifying Education** **Continuing Education**
9. **Instructor(s) to be considered:** _____
10. **Method of Presentation:** **Traditional Classroom** **Correspondence** **Internet**
11. **Location/WebLink of Offering:** _____
12. **Attachments (required for processing):**

<p><u>Qualifying Education:</u></p> <p><input type="checkbox"/> Course Materials:</p> <p><input type="checkbox"/> Course Description</p> <p><input type="checkbox"/> Timed Course Outline</p> <p><input type="checkbox"/> Instructor's Resume / Bio</p>	<p><u>Continuing Education:</u></p> <p><input type="checkbox"/> Course Materials:</p> <p><input type="checkbox"/> Course Description</p> <p><input type="checkbox"/> Timed Course Outline</p> <p><input type="checkbox"/> Instructor's Resume / Bio</p>
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INSTRUCTOR APPROVAL
(must be accompanied by instructor resume / bio)

- 1. **Name:** _____
- 2. **Contact information:** _____

3. **Check at least one area in which instructor meets the qualification requirements:**

- Three (3) years of experience in the subject matter being taught **-or-**
- An Associate’s Degree in the subject area being taught **-or-**
- Two (2) years of recent experience in the subject area being taught and twelve (12) hours of college credits and/or vocational technical school technical credit hours in the subject being taught **-or-**
- Other educational or teaching or professional qualifications which constitute an equivalent to those above, by the commissioner.

Submit evidence of meeting at least one of these requirements with application