

Application for Loan Officer Registrant Education Instructor Approval

- PA 173 of 1987, as amended, mandates pre-registration education for loan officer registrants. 24 hours of education are mandated.
- Providers must submit this form for each instructor who will teach the course. No instructor approval will be granted without an application for provider/course approval or a valid provider and course number.
- Providers must file this form on behalf of instructors. **Due to security reasons DO NOT EMAIL THIS FORM.**
- Each instructor must fill out completely, date, and sign this form.
- Resumes and at least 3 professional references are required with the application.
- Criminal background checks will be conducted.
- The Commissioner shall not issue a registration to any of the following: (a) An applicant convicted of, or pled no contest to a felony or misdemeanor involving embezzlement, forgery, fraud, a financial transaction or securities or (b) within the 10-year preceding the date of the application, a felony other than a felony involving embezzlement, forgery, fraud, a financial transaction, or securities.

Mail to:

Loan Officer Registrant
Education Program
OFIR
P.O. Box 30220
Lansing, MI 48909-7709

Part 1—Instructor Information and Approval Type (choose only one) and enter all other information

New Instructor Approval

Subsequent Instructor Approval

Information given below on this page only is confidential. It is NOT a public record and shall not be released under the Freedom of Information Act.

INSTRUCTOR INFORMATION	
Full Legal Name of Instructor:	Social Security number:
Daytime Telephone number:	Birth date:
Street Address:	City:
State:	Zip Code
PROVIDER INFORMATION	COURSE INFORMATION
Name of Course Provider:	Course Provider Number (if issued):
Course Name:	Course Number (if issued):

Part 2 – Basic Questions For Instructor Applicant

1. Have you ever been convicted of, or pled no contest to, a felony or misdemeanor involving embezzlement, forgery, fraud, a financial transaction, or securities?

Yes No

If yes, attach a written statement explaining the circumstances of each incident; a copy of the charging document; a copy of the hearing notice, or other document that states charges and allegations; a copy of the official document that demonstrates resolution of the charges or any final judgment.

OFFICE USE ONLY

Date assigned <input style="width: 100%;" type="text"/>	Assigned Evaluator <input style="width: 100%;" type="text"/>	Date Received <input style="width: 100%;" type="text"/>
Date Returned <input style="width: 100%;" type="text"/>	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproval	Date Notified <input style="width: 100%;" type="text"/>

