PSI & MD REC
WORK SHEET TO QUALIFY APPLICANTS
FOR MARYLAND’S SALESPERSON EXAM

Effective immediately, an applicant for the salesperson exam must PASS BOTH PORTIONS WITHIN 1 year of completing 60 hours of Principles and Practices for Salesperson

Candidates who are already scheduled: email detech to verify when cd completed education or if the cd needs to send us a copy of the education document.

TO PROCESS REGISTRATIONS or APPLICATIONS (both new and in process), select one of the 4 options:

_____cd completed a pre-licensing course prior to 1/1/96. Course is NOT valid for additional education to re-test. Cd must complete a current MD program and pass both portions within 1 year from date of course completion.

_____cd completed a pre-licensing salesperson course between 1/1/96 and 9/30/2004. Cd is NOT qualified to re-test.
   • PSI to verify course completion date(s) or require cd to produce an original certificate or transcript.
   • PSI may not use a prior exam date as proof of course completion
   • Send pre-licensing ethics list. Give 8/31/2013 deadline to pass both portions. Advise cd not to delay, as the additional hours are offered at limited Maryland education facilities and dates
   • Must pass both portions by 8/31/2013 - No extensions.
   • Cd may re-test only after re-registering with a MD 60-hour course completed after 3/1/2013 and pass both portions within 1 year of new course completion
   • When course work expires, previously passed portion expires; no carryover of a portion.

   • PSI to verify course completion date or require cd to produce an original certificate or transcript
   • PSI may not use a prior exam as proof of course completion
   • No ethics needed
   • Must pass both portions by 8/31/2013 deadline - No extensions
   • Cd may re-test only by re-registering with a MD 60-hour course completed after 3/1/2013 and then pass both portions within 1 year of new course completion.
   • When course work expires, previously passed portion expires; no carryover of a portion.

_____cd completed a 60-hour MD program in Principles & Practices for Salespersons on or after March 1, 2013
   • Cd has 1 year from date of course completion to pass both portions
   • Failure to pass both portions within 1 year of course completion requires a new course
   • When course work expires, previously passed portion expires; no carryover of a portion

Beginning 9/1/2013
   • No candidates with education prior to 3/1/13 will be allowed to test or re-test
   • PSI Exam records will not be accessible for re-use for anyone who completed a salesperson course prior to 3/1/2013. These cds cannot test or re-test after 8/31/2013.

THIS WORKSHEET DOES NOT AFFECT PROCESSING OF LOFQs issued by the MD REC
Revised 3/1/2013 MD REC