

# Step 1

Meet the initial eligibility requirements

## Eligibility criteria:

- a minimum of 18 years of age
- a minimum of a Canadian high school diploma or assessed foreign equivalent
- English language proficiency
- Canadian Citizenship or have a Permanent Resident Card or Work Permit
- real estate brokerage and property management applicants must also complete the free, online information session: [Real Estate Career Information Session](#). Mortgage brokerage applicants **do not** have this requirement.

There is a \$100 non-refundable fee to apply for education eligibility. To proceed with the education eligibility process, you need to create a myRECA account. Visit [www.myRECA.ca](http://www.myRECA.ca) and follow the steps to

If there is anything in your past you think may prevent you from becoming licensed (eg. criminal record, bankruptcy, disciplinary history), you may request a [Suitability Review](#). There is an administrative fee for this service.

# Step 2

Complete the Pre-Licensing Education for your Industry Sector

Click the buttons below to learn more about each sector's education requirements.

Real Estate Brokerage

Property Management

Mortgage Brokerage

# Step 3

Provide a Certified Criminal Record Check (CCRC)

You need a Certified Criminal Record Check (CCRC) to become licensed.

- CCRCs are only valid for 6 months.
- your CCRC must be sent directly to RECA from the RCMP
- your CCRC must contain your full legal name and date of birth

For more information on how to obtain a CCRC, click [here](#).

# Step 4

Obtain employment with a brokerage.

Contact a real estate brokerage in Alberta and obtain employment. You can search Alberta brokerages by town using the [Search for an Industry Professional](#) section at [www.reca.ca](http://www.reca.ca).

# Step 5

Begin the licensing and registration application

Provide your broker with your myRECA username. Once your education is complete and RECA has your CCRC, your broker can initiate your licensing and registration application. RECA will email you when your broker initiates your application.

# Step 6

Complete the licensing and registration application

Login to myRECA and follow the steps to complete your application. For more information on this process, click [here](#).