

Land Agents Licensing Advisory Bulletin

COVID-19 Update

COVID-19 Public Health Emergency

In response to the current situation, Land Agents Licensing has taken actions to ensure the health and safety of Albertans, and to continue to provide delivery of service.

Submission of Applications

All in person service at Land Agents Licensing has been suspended until further notice to protect the health and safety of Albertans.

Please do not attend Land Agents licensing to hand deliver your license application.

License applications and renewals should continue to be submitted to Land Agents Licensing to ensure the continuation of your Land Agent License.

Until further notice please submit all license applications and renewals via email.

Scan or photograph your application and all supporting documents and attach to an email and send them to:
land.agents@gov.ab.ca

All legislated requirements still apply to new applicants for a license and for land agents who are renewing a land agent license.

This includes the requirement to complete 14 hours either attending courses, seminars or conferences satisfactory to the Registrar or serving on a committee or board, satisfactory to the Registrar that carries out activities relevant to land agent work in the previous 2 years.

If you require additional continuing competence hours to meet the 14-hour continuing competence requirement for renewal of a land agent license, please contact Land Agents Licensing via email.

A list of resources for online courses (some free) will be provided so that you can meet the legislated requirement.

As processing timelines may be impacted and/or a service disruption could occur on short notice it is important that land agents submit applications well in advance of the expiry date of the land agent license.

Land Agents can greatly assist in maintaining application processing times by ensuring that submissions are fully completed (including the dating and signing of forms) and all requested information and documentation is received in advance of the license expiration date.

Applications will continue to be processed in the order that they are received, and licenses will be issued as they are reviewed and approved by the Registrar of Land Agents.

Payment of Fees

All application fees should be made using the online payment system to pay the required fee by following the link below:

Link: <https://work.alberta.ca/labour/land-agents-licensing-pay-fees.html>

Applications will not be processed until payment is received.

Land Agents License Examination

All Land Agent Licensing Exams are cancelled until further notice.

Reintroduction of exams will be dependent on the development of a plan that protects the health of Albertans.

Distribution of Licences

As a land agent license must be carried and produced by a Land Agent when engaging in licensed activities the distribution of licenses will continue as usual.

Licenses are sent through the Government of Alberta Mail and then via Canada Post.

A disruption to mail service may occur, however there is a contingency plan in the event there is a disruption to mail service.

Land Agents Licensing continues to monitor for potential disruptions and will implement the contingency plan in the event it is required.

Staff will contact affected Land Agents should there be a disruption in mail service.

Updates

We will continue to keep you up to date with any changes to Land Agent Licensing

Program through Advisory Bulletins and our website at:

<http://alberta.ca/land-agents-licensing.aspx>

For the latest information about COVID-19 continue to monitor the Government of Alberta websites for updates at:

<http://alberta.ca/coronavirus-info-for-albertans.aspx>

If you have any questions or concerns about your land agent license please don't hesitate in contacting our office.