First Time Login through Licence Mobility
Once you create an account with a username and password, log in here from now on.
To complete your account setup, you must indicate what type of user you are.

The rest of this tutorial assumes you wish to become an industry professional. Review the Brokerage Administrator OR Brokerage Accountant First Time Login tutorials if you are not becoming an industry professional.
Answer the personal and contact information questions.

Anywhere you see a grey circle with a question mark inside, you can click for more information about the question the system is asking you.
Continue answering the personal and contact information questions.
At the page asking if you are coming from another jurisdiction, select **Yes**. If you are unsure of your eligibility, click the link for more information before proceeding.

**NOTE**: If there is something in your past you think might affect your ability to become licensed, click **No**, even if you are coming from another jurisdiction, and proceed to the Suitability Review application.
All applications on myRECA begin with extensive instructions. Please review carefully.

Licence Mobility

Licence Mobility Requirements

Complete the licence mobility eligibility process to find out if you are eligible to transfer your licence to Alberta. You can learn more about the licence mobility eligibility process on our website.

To complete the process:

- answer the online licence mobility eligibility questions and pay the application fee (please note, if you close your screen or cancel out of this process before you finish, your information will not be saved)
- upload supporting documents
- request additional documents be sent to RECA from third-parties (i.e. previous jurisdictions, etc.)

Your application is complete when we have all supporting documents, including documents from third-parties. You must finish the licence mobility eligibility process within 8 months of payment.

When your application is complete, we will review the documents and inform you of your eligibility.
Choose your industry.
Answer all questions truthfully.

Licence Mobility

Are you lawfully able to work in Canada?

- Yes
- No

If you are currently living in Alberta, how long have you lived here?

[ ] Yes

[ ] No
Indicate the jurisdictions in which you are licensed or eligible for licensing by clicking on them. They move to the right-hand box when selected. Click them in the right-hand box to deselect them.

If your jurisdiction is not on the list, type it in here.
Give your authorization and acknowledgement and click **Complete** at the end of the process.
Find your submitted application on the **My Applications** page and complete it by uploading the required supporting documents. Press **Complete** next to your application to begin. Please review the Upload Documents tutorial if you require assistance.
When you submit all documents and RECA approves your application, the status changes to Approved.

Remember you also need a Certified Criminal Record Check (CCRC) to be submitted to RECA directly from the RCMP. You are not eligible for licensing until your licence mobility is approved and RECA receives your CCRC. Go to RECA’s website for more information on the CCRC.