



# Appraiser Qualifications Board

## Q&A

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*The Appraiser Qualifications Board (AQB) of The Appraisal Foundation establishes the minimum education, experience and examination requirements for real property appraisers to obtain a state certification. The AQB Q&A is a form of guidance issued by the AQB to respond to questions raised by appraisers, enforcement officials, users of appraisal services and the public to illustrate the applicability of the Real Property Appraiser Qualification Criteria and Interpretations of the Criteria in specific situations and to offer advice from the AQB for the resolution of appraisal issues and problems. The AQB Q&A may not represent the only possible solution to the issues discussed nor may the advice provided be applied equally to seemingly similar situations. AQB Q&A does not establish new Criteria. AQB Q&A is not part of the Real Property Appraiser Qualification Criteria. AQB Q&A is approved by the AQB without public exposure and comment.*

### **Exam Preparedness When Changing a Credential**

#### **Question:**

I hold a Certified Residential credential, which I obtained prior to the implementation of the 2008 *Real Property Appraiser Qualification Criteria* and now I plan to pursue a Certified General credential. *The Criteria* indicate I am required to successfully complete 100 additional hours of Qualifying Education. Will these additional hours make me qualified to pass the National Uniform Licensing and Certification Examination for the Certified General Classification?

#### **Response:**

The National Uniform Licensing and Certification Examination for the Certified General Classification is based upon the 300 hours of *Required Core Curriculum* coursework as outlined in the *Real Property Appraiser Qualification Criteria*. Depending upon when you completed your original education and the nature of your practice, you may be able to pass the National General Certification Exam. However, the AQB urges you to examine the *Required Core Curriculum* to identify any possible areas of perceived weakness in your education, and prepare yourself by taking additional Qualifying Education courses in those areas.

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### **Supervision of Trainee's Work**

#### **Question:**

I am a licensed Trainee appraiser in a state that has adopted the Trainee *Real Property Appraiser Qualification Criteria* accumulating experience under a Certified Residential supervising appraiser. I understand that for my experience to be eligible for credit it must be performed with a certified appraiser; however, we occasionally receive assignments that I do not intend to use for experience credit. In assignments where I don't intend to claim experience credit, can I perform the assignment under the direction of a Licensed Residential appraiser, or even on my own without a supervising appraiser?

#### **Response:**

No. Regardless of whether an assignment is being claimed for experience credit, a Trainee appraiser must work under the direct supervision of a Certified Residential or Certified General appraiser. The *Real Property Appraiser Qualification Criteria* states:

*The scope of practice for the Appraiser Trainee Classification is the appraisal of those properties which the **supervising Certified appraiser** is permitted by his/her current credential and that the supervising appraiser is qualified to appraise. (Bold added for emphasis)*

### **College Degree or In Lieu Education Required When Changing a Credential**

#### **Question:**

I hold a Certified Residential credential and now I plan to pursue a Certified General credential. How can I fulfill the College Degree or Coursework "in lieu of" the degree requirement specified in the *Real Property Appraiser Qualification Criteria*?

#### **Response:**

The *Real Property Appraiser Qualification Criteria* requires an applicant for a Certified General credential to hold a Bachelor's degree or 30 semester hours of specific collegiate level coursework from an accredited degree-granting college or university.

If you obtained your Certified Residential credential without having successfully completed any of the required college education, then you must either obtain or demonstrate you have been awarded a Bachelor's degree, or complete or have successfully completed the required 30 hours of specific collegiate level coursework, from an accredited degree-granting college or university.

If you have an Associate's degree, then you must either pursue a Bachelor's degree, or you must examine the specific coursework required by the *Criteria* and determine if you have taken those specific courses, and then pursue additional coursework as necessary at an accredited degree-granting college or university.

If you obtained your Certified Residential credential by completing the 21 hours of “in lieu of” education, then you must either pursue a Bachelor’s degree or you must demonstrate you have successfully completed the additional 9 hours of “in lieu of” education from an accredited degree-granting college or university.

### **Education in Lieu of a College Degree**

#### **Question 1:**

I have completed a 3 hour pre-licensure Real Estate Law course at a local community college. Does this count toward the required “Business or Real Estate Law” course required in lieu of a college degree?

#### **Response:**

If the course consists of only 3 total hours of in class time then it would not count toward the in lieu of college education even though you attended class at a college. Per the *Real Property Appraiser Qualification Criteria* the course work must be a “collegiate subject matter” course spanning a semester from a degree-granting college or university for which you receive credit from the university or college toward a degree.

#### **Question 2:**

I do not hold a college degree, but I have taken courses from a degree-granting college/university. How do I know if the courses I have taken satisfy the in lieu of education required by the *Real Property Appraiser Qualification Criteria* toward the Certified Residential or Certified General classifications.

#### **Response:**

The *Real Property Appraiser Certification Criteria* contains a course subject matter list setting forth the courses leading to the 21 semester credit hours in lieu of education required for the Certified Residential credential and the 30 semester credit hours in lieu of education required for the Certified General credential. The subject matter course listing is sufficiently broad so as to provide State Appraiser Regulatory Agencies with some latitude in the specific course titles that are acceptable. For example, a course does not have to be specifically titled “English Composition.” Any English course, which requires significant writing as a main feature of the course may be accepted by a State Regulatory Agency. Similarly, a course does not have to be titled “Finance,” to be acceptable. However, a qualifying in lieu of course must be a semester course on finance, such as “Money and Banking,” “Real Estate Finance,” etc. Please check with your State Appraiser Regulatory Agency for specific approvals.

#### **Question 3:**

The *Real Property Appraiser Qualification Criteria* requires a “Business or Real Estate Law” course (among other courses) in lieu of a college degree as college education for the Certified Residential and the Certified General credentials. Does this mean any course in “Business” or a specific course in

“Real Estate Law” or does this mean a specific course in “Business Law” or a specific course in “Real Estate Law”?

**Response:**

The in lieu of education must include successful completion of a specific course in “Business Law” or a specific course in “Real Estate Law” from an accredited degree-granting college or university for which you receive credit from the university or college toward a degree.

**Question 4:**

The *Real Property Appraiser Qualification Criteria* lists seven (7) courses totaling 21 hours of education in lieu of an Associate degree as college education for the Certified Residential credential. Can I take 15 semester hours of one subject matter course (i.e. “Statistics”) and one hour each of the other six (6) required subject areas and still satisfy the 21-hour requirement?

**Response:**

No. The intent of the *Real Property Appraiser Qualification Criteria* is for candidates for Certification to have a broad educational background. Thus, the candidate is required to earn at least three (3) semester hours in each of the subject matter courses noted in lieu of the degree. The same holds true for the ten subject matter courses required for the Certified General credential. Please see the September 2009 Criteria Interpretation on this subject.

*The AQB Q&A is posted on The Appraisal Foundation website  
([www.appraisalfoundation.org](http://www.appraisalfoundation.org))*

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