



THE APPRAISAL FOUNDATION

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Standards and Appraiser Qualifications

APPRAISER QUALIFICATIONS BOARD

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.

Qualifying Education

Question 1:

I am interested in beginning an appraisal career. I found some real estate appraisal courses offered at a local community college, but found out they are not AQB CAP-approved courses. Is it true that the only courses I can take are AQB CAP-approved courses?

Response:

The AQB Course Approval Program (CAP) is a voluntary program to which educational providers may apply for approval of courses. CAP review and approval is designed to assist state appraiser regulatory agencies in approving courses by eliminating some of the administrative burden of course review; however, states have the final authority/responsibility with regard to approval of coursework. Check with your state appraiser regulatory agency to see whether the specific community college courses you are considering have been approved for qualifying education (QE).

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Question 2:

I received my Certified Residential appraiser credential in 2004, and now I would like to get my Certified General credential. According to my state appraiser regulatory agency, because I did not satisfy the qualifying educational requirements for the Certified General credential prior to January 1, 2008, I am required to start from the beginning and complete all the qualifying education required for a Certified General credential. I am told this even includes the classes I originally took to get my Certified Residential credential (e.g. *Basic Appraisal Principles* and *Basic Appraisal Procedures*). Is this correct?

Response:

Per the *Real Property Appraiser Qualification Criteria*, appraisers holding a valid Certified Residential Real Property Appraiser credential may satisfy the educational requirements for the Certified General Real Property Appraisal credential by completing the following additional educational hours: *General Appraiser Market Analysis and Highest and Best Use* (15 hours); *General Appraiser Sales Comparison Approach* (15 hours); *General Appraiser Site Valuation and Cost Approach* (15 hours); *General Appraiser Income Approach* (45 hours); and *General Appraiser Report Writing and Case Studies* (15 hours).

The noted 100 total hours of additional qualifying education is the minimum that must be completed. However, as with all of the criteria established by the AQB, states may create requirements that are greater than those established by the AQB. As a result, you will need to check with your state appraiser regulatory agency to determine the exact education required to change your credential.

Continuing Education**Question 1:**

I am a state-certified appraiser and was told by my state appraiser regulatory agency the *15-hour National USPAP Course* would not satisfy my continuing education requirement to complete the *7-hour National USPAP Update Course*. Why can't I take the 15-hour course in lieu of the 7-hour course?

Response:

The *Real Property Appraiser Qualification Criteria* requires the *7-hour National USPAP Update Course* as continuing education (CE) every two calendar years. The *7-hour National USPAP Update Course* concentrates on the most recent changes to USPAP, common problem areas, and application of USPAP to real world situations. This course is appropriate for practicing appraisers who already have a baseline understanding of USPAP, but need to be apprised of recent developments and updates affecting their appraisal practice. The *15-hour National USPAP Course* is geared to the beginning appraiser who has a limited understanding of USPAP. The coverage and treatment of changes or emerging issues is not the focus of this course; thus it does not meet the educational objectives of the 7-Hour course.

Question 2:

I took some courses as qualifying education in order to obtain my appraiser credential. Am I allowed to re-take these same courses again for continuing education purposes now that I'm credentialed?

Response:

If a course is approved by your state appraiser regulatory agency as continuing education (CE), you should be able to receive CE credit for taking the course, regardless of whether you previously took the course as qualifying education. However, some states prohibit re-taking the same course for CE purposes. Confirm with your state appraiser regulatory agency whether the course is eligible for CE.

Question 3:

I am a state regulator charged with reviewing and approving courses for continuing education (CE) for my state. An education provider submitted CE courses for review that are designed to prepare candidates for the *National Uniform Licensing and Certification Examinations*. Can the state approve an "exam prep" course for CE?

Response:

Nothing would prohibit a state from approving a course that prepares individuals for the *National Uniform Licensing and Certification Examinations*, provided the course adheres to the continuing education (CE) requirements as outlined in the *Real Property Appraiser Qualification Criteria* (i.e. the course covers applicable appraisal-related topics and is a minimum of 2 hours in length).

Experience Credit**Question:**

I am pursuing a General Certification credential. The firm I work with has a diverse appraisal practice including the valuation of real property and the valuation of personal property. Can I claim experience for personal property appraisal assignments where I am not appraising the real property interest?

Response:

No. Per the *Real Property Appraiser Qualification Criteria*, experience must be gained in the performance of acceptable real property appraisal practice. Specifically, an applicant's experience must be in appraisal work conforming to Standards 1, 2, 3, 4, 5 and/or 6.

Standard 1 (the Real Property Appraisal Development Standard) does provide for the valuation of personal property *as a part of a real property valuation assignment*. Thus, a state may accept personal property valuations that are part of a real property appraisal, such as the valuation of furniture, fixtures and equipment (personal property) as part of a hotel going concern valuation, or the valuation of standing timber (personal property) as a part of a valuation assignment that includes the land underlying the timber. However, always be sure to check with the specific state appraisal

regulatory agency in the jurisdiction in which you are seeking a credential to verify their requirements which could be more restrictive.

Other Issues

Question:

Does the AQB *Real Property Appraiser Qualification Criteria* require an applicant to undergo a criminal background check prior to obtaining an appraiser credential?

Response:

No. However, some states may require a criminal background check as a part of the application process. Therefore, you'll need to check with the specific state in which you are seeking a credential to verify their application requirements.

*The AQB Q&A is posted on The Appraisal Foundation website
(www.appraisalfoundation.org)*

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