

The Nebraska Real Property Appraiser Board adopted the following guidelines at the July 15, 2010 meeting of the Board for appraisers who wish to place their credential on inactive status.

The adoption of the inactive status is to assist the appraisers who hold a valid credential in determining if they should retain a credential. Perhaps illness or simply a desire to retire may motivate an appraiser to relinquish his or her right to renew and down the road, the appraiser regrets such actions. Currently, once the appraiser relinquishes the right to renew, the credential is removed after the June 30<sup>th</sup> deadline and the appraiser must begin the application process over for the credential. The appraiser is now required to meet the new 2008 adopted criteria for education requirements, testing requirements, demonstration report review, and finally, the experience. Although the experience is no longer the challenge at this point, completing the education and the new examination may be overwhelming. Upon consideration of the extensive changes to the requirements to earn each credential, it was the Board's intent to assist the appraiser in retaining a valid credential by adopting the guidelines to place the active credential on an inactive status.

We hope the opportunity to retain the vested experience and education for the present credential can more readily be preserved in offering the opportunity to place a valid credential on inactive status. The following are the guidelines for applying for inactive status. The form to apply for inactive status as well as the form to reinstate a credential is attached for your convenience and will be available on the website @ [www.appraiser.ne.gov](http://www.appraiser.ne.gov).

It must be made very clear that whether a credential is active or inactive, the continuing education requirements, to include the USPAP Update course is still a requirement. Although the credential may be on inactive status, the continuing education requirement must be met and the USPAP Update course must be completed the year it is due. The balance of the continuing education must be submitted to the Board upon application for reactivation of a credential. For example, if you are inactive for three years, 14 hours of continuing education is due each year or 42 hours of continuing education will be due with submission of the form to request a credential be reactivated extracting the USPAP Update course which must be completed in the year it was due whether you are active or inactive. The continuing education requirement guidelines to include the USPAP Update course are federal requirements and not optional for state interpretation.

Please feel free to contact me @ 471-9015 if you have questions or concerns. The forms are attached for your convenience and will be added to the website.



## GUIDELINES FOR APPLYING FOR INACTIVE STATUS

- ❖ The holder of a valid credential in good standing, other than a Registered credential, can place the credential on an inactive status.

The holder of a credential that has been placed on inactive status shall not:

- (a) Assume or use any title, designation, or abbreviation likely to create the impression that such individual holds an active credential issued by the Board;
  - (b) Describe or refer to yourself in any appraisal or evaluation of real estate by the term state certified or state licensed or words of substantially similar meanings.
  - (c) Prepare real estate or real property appraisals or all appraisal practices for federally related transactions which, under Title XI of the financial institutions reform, recovery, and enforcement act of 1989 requires the services of a state certified or licensed appraiser;
  - (d) Perform an appraisal or valuation service as an appraiser on inactive status.
- ❖ The holder of a credential that has been placed on inactive status may request that such credential be reinstated to active status. The request shall be submitted to the Appraiser Board on an application form prescribed by the Appraiser Board and shall be accompanied by the application fee. An applicant for reinstatement shall provide evidence of completion of continuing education hours required by the board to include the USPAP Update course.
  - ❖ A valid credential holder is permitted to annually renew inactive status for no more than four consecutive years. A credential holder will submit an initial application on forms prescribed by the Board by December 31. An application for inactive status or renewal of inactive status cannot be submitted after the following June 30th deadline. A credential holder who exceeds the annual renewal date as defined in the Real Property Appraiser Act, §76-2233.02 or June 30<sup>th</sup>, shall be required to meet all the adopted requirements for earning a credential under current criteria.
  - ❖ A Registered appraiser shall not be eligible to be placed on inactive status.
  - ❖ A credential placed on inactive status will be reported to the Appraisal Subcommittee as inactive.
  - ❖ The credential holder shall return the wall document and pocket card to the Real Property Appraiser Board with the application for inactive status.
  - ❖ Continuing education submitted for the inactive status period cannot be applied toward current requirements.