

**NEBRASKA  
REAL PROPERTY APPRAISER BOARD**

**APPLICATION  
FOR  
INSTRUCTOR APPROVAL**

Application Received _____
Board Number _____
Approval Date _____
Expiration Date _____
<b>For Board Use Only</b>

**INSTRUCTIONS:** *This application form must be used by the provider applying for approval of a qualifying education course or a continuing education activity. A separate application form must be filed for each education activity submitted for approval. Applicants should read carefully the Instructor Approved Policy before completing the information below. In addition, you should refer to Title 298 Rules and Regulations.*

**School / Provider Information**

- 1. Name: \_\_\_\_\_
- 2. Address: \_\_\_\_\_  
\_\_\_\_\_
- 3. Telephone: \_\_\_\_\_
- 4. Fax: \_\_\_\_\_
- 5. E-Mail: \_\_\_\_\_
- 6. Contact Person: \_\_\_\_\_
- 7. Contact Person Telephone: \_\_\_\_\_

8. Authorized Agent: Person legally authorized to act on behalf of the provider named in Item 1 of this application in all matters before the Nebraska Real Property Appraiser Board including but not limited to matters of discipline, approval or denial of instructor, maintenance of student records, regular correspondence and any other matters deemed by the Board to be necessary in ensuring that the minimum criteria established by the Appraiser Qualifications Board and the Nebraska Real Property Appraiser Board is enforced. *(This Agent must sign this application)*

Name: \_\_\_\_\_

Contact Address: \_\_\_\_\_  
\_\_\_\_\_

Contact Telephone: \_\_\_\_\_

Agent Signature: \_\_\_\_\_

<b>INSTRUCTOR NAME</b> _____
<b>Instructor Address:</b> _____
<b>City:</b> _____
<b>Business Telephone:</b> _____
<b>Education Offering:</b> _____

**EDUCATION**

Please indicate all post-high school education, beginning with the most recent.

Name of Institution	Degree / Date Received	Dates Attended	Major / Minor

**TEACHING EXPERIENCE**

Please indicate all teaching experience, beginning with the most recent.

Name of School	City/State	Education Offering	Dates Taught	Supervisor

Have you completed an audit of the educational offering to be taught?

Yes \_\_\_\_ When? \_\_\_\_\_  
No \_\_\_\_

Have you co-taught the education offering to be taught?

Yes \_\_\_\_ When? \_\_\_\_\_  
No \_\_\_\_

Have you completed an instructor's program?

Yes \_\_\_\_ When? \_\_\_\_\_  
No \_\_\_\_

**PROFESSIONAL DESIGNATIONS**

Please indicate all professional designations, beginning with the most recent.

Professional Organization	Designation Received	Date Received	Years of Membership

**APPRAISAL CLASSIFICATION**

Please indicate all current appraiser credentials held.

Credential Type	Credential Number	State

**APPRAISAL EXPERIENCE**

Please indicate all appraisal experience in the past three (3) years, beginning with the most recent.

Year	# of Assignments	Appraisal Types	Property Types

Please indicate the percentage of time spent in appraisal practice \_\_\_\_\_

Please indicate total years of appraisal practice experience \_\_\_\_\_

Please indicate area of appraisal practice expertise \_\_\_\_\_

Have you ever been the subject of any disciplinary actions by the Nebraska Real Property Appraiser Board or by a licensing / certification Board located in the United States?

Yes \_\_\_\_\_ If yes, provide details on a separate sheet  
No \_\_\_\_\_

Have you ever voluntarily surrendered or resigned a professional license to the Nebraska Real Property Appraiser Board or to a license / certification Board in the United States?

Yes \_\_\_\_\_ If yes, provide details on a separate sheet  
No \_\_\_\_\_

Have you been involved in any lawsuits, either as plaintiff or defendant in the past three (3) years or are there any pending lawsuits at the present time?

Yes \_\_\_\_\_ If yes, provide details on a separate sheet  
No \_\_\_\_\_

Have you ever been convicted of a felony or misdemeanor in the United States, other than a traffic violation or are there any pending charges at the present time?

Yes \_\_\_\_\_ If yes, provide details on a separate sheet  
No \_\_\_\_\_

I, \_\_\_\_\_ (Instructor Applicant), hereby certify that all information stated is true and accurate to the best of my knowledge. I further understand and agree that any false information will be sufficient reason for rejection of this application. In addition, I authorize the Nebraska Real Property Appraiser Board to verify all information provided.

\_\_\_\_\_  
Applicant Printed Name

\_\_\_\_\_  
Applicant Signature

Date: \_\_\_\_\_

Please submit with this application the following:

1. A copy of license approval issued by the Nebraska Department of Education.
2. A resume or curriculum vitae
3. A completed application for qualifying education, continuing education for educational offering or renewal of qualifying or continuing education.
4. **For USPAP courses and USPAP Update** courses, a copy of the AQB Certification for the instructor and the provider's license agreement or equivalency certification from the Appraisal Foundation.