



Application Received _____
Board Number _____
Approval Date _____
Expiration Date _____
For Board Use Only

APPLICATION FOR INSTRUCTOR APPROVAL

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: _____

INSTRUCTOR NAME: _____

Instructor Address: _____

City: _____

Business Telephone: _____

Education Offering: _____

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

TEACHING EXPERIENCE QUESTIONS

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

APPRAISAL EXPERIENCE QUESTIONS

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.