



# APPRAISAL

## Education Reference Guide 2008

On January 1, 2008, the amount of classroom hours necessary to become a licensed or certified real estate property appraiser increases. We know it can be intimidating to make changes to your current appraisal courses, or consider adding new ones, without fully understanding the new requirements. Don't worry. With over fifty years experience as the leading real estate education provider, Dearborn has the answers and tools to quickly position your school as an expert in appraiser education.

This quick glance reference guide will help your school understand the new requirements and how to incorporate them into your curriculum.

**Dearborn**<sup>™</sup>  
Real Estate Education

# New education requirements:

## 1. College-level courses are required, in addition to appraisal-specific courses, for the Certified classifications

- Certified Residential: Associates degree in any field; or twenty-one (21) credit hours in specific content areas
- Certified General: Bachelors degree in any field; or thirty (30) credit hours in specific content areas

## 2. More class hours for Licensed and Certified Appraisers (no change for trainees)

- Licensed: up from 90 to 150 classroom hours
- Certified Residential: up from 120 to 200 classroom hours
- Certified General: up from 180 to 300 classroom hours

## 3. Minimum hours of coverage on specific topics for all classifications (see chart)

# New experience requirements:

## 1. Rules on acceptable credit:

- All experience must be obtained after January 30, 1989, and compliant with the *Uniform Standards of Professional Appraisal Practice (USPAP)*
- Up to 50% of the total required hours may be credited from case study or practicum courses approved through the AQB Course Approval Program

## 2. Time limit restrictions for Licensed and Certified Appraisers:

- Licensed: 2,000 hours in no less than 12 months
- Certified Residential: 2,500 hours in no less than 24 months
- Certified General: 3,000 hours in no less than 30 months

## 3. Restrictions on trainee supervision:

- Supervisors must be state-certified Appraisers in good standing
- Supervisors may not have more than three trainees at a time (unless a state regulatory agency establishes a program for progress monitoring, supervising Certified Appraiser qualifications, and supervision and oversight requirements for supervising Appraiser)

# TABLE OF CONTENTS

The New <i>Criteria</i> .....	1-2
Dearborn Appraisal Resources .....	3-4
FAQs.....	5

# AQB MINIMUM REQUIREMENTS

Appraiser Designation	Trainee	
Description of Appraisable Property	Type and value of appraisable property depend on the credentials of supervising Certified Appraiser.	
Associated Curriculum Content Topics (based on required modules and hours of coverage)	Basic Appraisal Principles	30
	Basic Appraisal Procedures	30
	National USPAP Course	15
	<b>Total Hours</b>	<b>75</b>
<b>+</b>		
Required Classroom Education Hours		
Required Professional Experience Hours	None	
Upgrade Education & Experience Hours	N/A	
College Degree Requirements	None	
Exam	No	

# Why the Changes?

The Appraisal Qualifications Board (AQB) is the national board responsible for setting the minimum education, experience, continuing education, and examination requirements to become a certified real estate appraiser. A series of discussions with regulators indicated the majority of appraiser disciplinary actions are related to lack of education. As a result, the AQB drafted a new *Real Property Appraiser Qualification Criteria*, effective January 1, 2008, requiring more education for all appraisers.

The chart below outlines the new requirements for each level of appraiser certification. See the following pages for a complete list of new appraisal resources available from Dearborn and answers to some FAQs on the 2008 AQB requirements.

## Licensed

Non-complex 1-4 residential units valued under \$1,000,000 or complex 1-4 residential units valued under \$250,000.

Basic Appraisal Principles	30
Basic Appraisal Procedures	30
National USPAP Course	15
<b>Residential Market Analysis and Highest and Best Use</b>	<b>15</b>
<b>Residential Site Valuation and Cost Approach</b>	<b>15</b>
<b>Residential Sales Comparison and Income Approaches</b>	<b>30</b>
<b>Residential Report Writing and Case Studies</b>	<b>15</b>
<b>Total Hours</b>	<b>150</b>

## Certified Residential \*

1-4 residential units at any value or complexity including vacant/unimproved land that is utilized for, or for which the highest & best use is for 1-4 family purposes; cannot appraise subdivisions where a development analysis/appraisal is necessary.

Basic Appraisal Principles	30
Basic Appraisal Procedures	30
National USPAP Course	15
<b>Residential Market Analysis and Highest and Best Use</b>	<b>15</b>
<b>Residential Site Valuation and Cost Approach</b>	<b>15</b>
<b>Residential Sales Comparison and Income Approaches</b>	<b>30</b>
<b>Residential Report Writing and Case Studies</b>	<b>15</b>
<b>Statistics, Modeling and Finance</b>	<b>15</b>
<b>Advanced Residential Applications and Case Studies</b>	<b>15</b>
<b>Appraisal Subject Matter Electives</b>	<b>20</b>
<b>Total Hours</b>	<b>200</b>

## Certified General \*

All types of property at any value are appraisable.

Basic Appraisal Principles	30
Basic Appraisal Procedures	30
National USPAP Course	15
Statistics, Modeling and Finance	15
<b>General Market Analysis and Highest and Best Use</b>	<b>30</b>
<b>General Sales Comparison Approach</b>	<b>30</b>
<b>General Site Valuation and Cost Approach</b>	<b>30</b>
<b>General Income Approach</b>	<b>60</b>
<b>General Report Writing and Case Studies</b>	<b>30</b>
<b>Appraisal Subject Matter Electives</b>	<b>30</b>
<b>Total Hours</b>	<b>300</b>

2000 in no less than 12 months

2500 in no less than 24 months

3000 in no less than 30 months

+75 education hours & 2000 experience hours

+50 education hours & 500 experience hours

+210 hours (only 90 hours from Certified Residential education) & 500 experience hours

None

Associate's Degree or higher OR 21 semester credit hours in all the following: English Composition; Principles of Economics; Finance; Algebra, Geometry or higher math; Statistics; Introduction to Computers; Word Processing/Spreadsheets; and Business or Real Estate Law

Bachelor's Degree or higher OR 30 semester credit hours in all the following: English Composition; Principle of Economics; Finance Algebra, Geometry or higher math; Statistics; Introduction to Computers; Word Processing/Spreadsheets; Business or Real Estate Law; and two (2) elective courses in Accounting, Geography, Agricultural Economics, Business Management, or Real Estate

Yes

Yes

Yes

\* These changes represent the minimum national standards as of January 1, 2008. States may adopt more stringent requirements and/or impose them prior to January 1. Applicants are encouraged to check with their individual state for specific details or visit [www.appraisalfoundation.org](http://www.appraisalfoundation.org) for more information.

# Your Dearborn Appraisal Resources

## Appraiser Trainee Texts

### *Basic Appraisal Principles* and *Basic Appraisal Procedures*

by Mark A. Munizzo and Lisa Virruso Musial

These two 30-hour textbooks form the foundation for appraisal education courses for all classifications under the 2008 Appraisal Qualifications Board (AQB) criteria. Designed to be used together, students will come away with a basic understanding of the principles and procedures they need to become a successful appraiser.

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#### Each text features:

- Key terms and learning objectives in each chapter help students focus on important points
- Real-life examples provide a context for understanding lessons
- End-of-chapter quizzes help test for comprehension
- Tables and charts illustrate key concepts and allow for quick reference
- Instructor Resources with PowerPoints, timed outlines, final exams, and answer keys with references and rationales



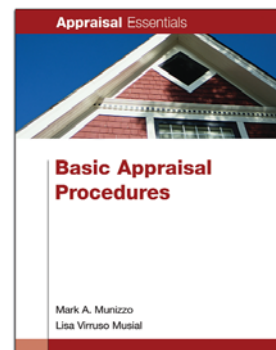
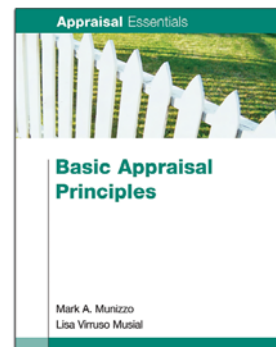
#### Principles Contents

The Appraisal Profession • Real Property Concepts and Characteristics  
 • Legal Considerations • Value • Approaches to Value • Highest and Best Use • Appraisal Principles • Overview of Real Estate Markets and Analysis  
 • Ethics and How They Apply in Real Estate Appraisal



#### Procedures Contents

Appraisal Procedures • Analytical Techniques • An Overview of the Approaches to Value • Land Site Valuation Techniques • Property Description • Residential Application Case Studies



			Retail Price
<i>Basic Appraisal Principles</i>	ISBN: 1419592653	30 hours	\$55.00
<i>Basic Appraisal Procedures</i>	ISBN: 1419592637	30 hours	\$55.00

## Licensed Appraiser Texts

			Retail Price
<i>Residential Market Analysis and Highest and Best Use</i>	ISBN: 1419592610	15 hours	\$35.00
<i>Residential Site Valuation and Cost Approach</i>	ISBN: 1419592556	15 hours	\$35.00
<i>Residential Sales Comparison and Income Approaches</i>	ISBN: 1419592564	30 hours	\$55.00
<i>Residential Report Writing and Case Studies</i>	ISBN: 1419592572	15 hours	\$35.00

## Certified Residential Appraiser Texts

<i>Statistics, Modeling, and Finance</i>	ISBN: 1419592580	15 hours	\$35.00
<i>Advanced Residential Applications and Case Studies</i>	ISBN: 1419592599	15 hours	\$35.00

## Certified General Appraiser Texts

<i>General Income Approach</i>	ISBN: 1419592548	60 hours	\$69.00
<i>General Market Analysis and Highest and Best Use</i>	ISBN: 1419592645	30 hours	\$55.00
<i>General Report Writing and Case Studies</i>	ISBN: 1419592629	30 hours	\$55.00
<i>General Sales Comparison Approach</i>	ISBN: 1419592661	30 hours	\$55.00
<i>General Site Valuation and Cost Approach</i>	ISBN: 1419592602	30 hours	\$55.00

To order a free preview copy, call your account manager at **(800) 621-9621**.



# FAQs

## **Are there restrictions on where and when college courses are taken?**

The AQB does not limit when courses were completed, but states may. Courses must be taken from an institution approved or accredited by the Commission on Colleges, by a regional or national accreditation association, or any accrediting agency recognized by the U.S. Secretary of Education.

## **Since the Required Core Curriculum is mandatory, should providers develop classes with revised titles, content and hours that conform to it?**

Although the curriculum establishes required topics and hours, it is not a list of required courses. Courses do not have to match in name, number or sequence; they do need to be at least fifteen hours, include an exam, and cover the subject matter. Existing course(s) may already meet the requirements. For example, after a 30-hour course with 20 hours of Basic Appraisal Principles and 10 hours of Basic Appraisal Procedures content; students will need 10 more Basic Appraisal Principles hours and 20 more Basic Appraisal Procedures hours.

## **How will states award credit for courses not conforming precisely to the Criteria? For example, if a student completes a 15-hour course and passes the final, but the state only considers 10 hours eligible towards the education requirement, is the course still valid?**

States will continue to review courses individually to determine qualifying subject matter and hours. With a 15 hour minimum and a final exam, the course meets AQB requirements and is valid in AQB terms, however since only ten hours are accepted by the state, the student will need to take another five hours of qualifying subject matter to meet the state requirement.

## **In lieu of a degree, do students have to take all the college courses listed or just choose among them?**

Applicants without a degree must complete all the college courses.

## **Are distance education (DE) courses acceptable?**

Yes, if they follow the DE criteria of the AQB and your state regulatory board.

## **Is there a restriction on how "old" the experience can be?**

Yes, all experience must be obtained after January 30, 1989 and be USPAP compliant.

## **Are there other ways to obtain qualifying experience than apprenticeship?**

Yes, 50% of the total experience can come from case studies or practicum courses approved through the AQB Course Approval Program. Candidates should check with their state to determine eligible experience.

## **Are the state appraiser examinations changing?**

Effective January 1, 2008, there will be a new national exam from the AQB. States have the option of using this new national exam or their own that meets the new exam content outlines. There is no fee for states to use the AQB exam, but exams by independent providers need AQB approval.

## **Has the scope of practice for any classification changed?**

No. The 2008 *Criteria* uses different language, but the scopes of practice have not changed.

## **Does the new *Criteria* apply to currently state licensed or certified appraisers not seeking new credentials?**

No, it only applies to those entering the profession, seeking a new credential, or reciprocity in another jurisdiction.



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The two main changes of the new Criteria for educators are increased classroom hours, and specific content requirements for all appraisal courses. See inside for details on these changes and how they will affect your school.

Contact us at **(800) 554-4384** or [www.dearbornRE.com](http://www.dearbornRE.com)

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