

## QUALIFYING EDUCATION REQUIREMENTS

### PROVISIONAL

The provisional applicant must meet the same educational requirements as required for the license/certification type they are provisioning for within the five (5) year period immediately preceding application. Before beginning supervised experience, each provisional licensed appraiser shall have completed a course that, at a minimum, meets the requirements contained in the Board's document titled "supervisory appraiser/trainee appraiser course objectives and outline," dated September 3, 2014. Proof of completion of the course must be in the board office prior to commencing supervised experience.

### STATE LICENSED

Appraisal Education Requirements: 158 hours [Ref. K.A.R. 117-2-1(a)(2)]

The state licensed classification must meet modules 1 through 8, which includes:

<b>30 hours Basic Appraisal Principles</b>	<b>30 hours Basic Appraisal Procedures</b>
<b>8 hours Valuation Bias and Fair Housing Laws and Regulations</b>	<b>15 hours National USPAP</b>
<b>15 hours Residential Market Analysis &amp; Highest and Best Use</b>	<b>15 hours Residential Appraisal Site Valuation &amp; Cost Approach</b>
<b>30 hours Residential Sales Comparison and Income Approaches</b>	<b>15 hours Residential Report Writing and Case Studies</b>

### CERTIFIED RESIDENTIAL

College Education – See 6 Options for satisfying this requirement on pages 3-4 of this document. (Ref. K.A.R. 117-4-1 (a)(1)  
Appraisal Education Requirement: 200 hours [Ref. K.A.R. 117-4-1(a)(2)]

The certified residential classification must meet modules 1 through 10 and 12 hours of appraisal subject matter electives, which includes:

<b>30 hours Basic Appraisal Principles</b>	<b>30 hours Basic Appraisal Procedures</b>
<b>8 hours Valuation Bias and Fair Housing Laws and Regulations</b>	<b>15 hours National USPAP</b>
<b>15 hours Residential Market Analysis &amp; Highest and Best Use</b>	<b>15 hours Residential Appraisal Site Valuation &amp; Cost Approach</b>
<b>30 hours Residential Sales Comparison and Income Approaches</b>	<b>15 hours Residential Report Writing and Case Studies</b>
<b>15 hours Statistics, Modeling &amp; Finance</b>	<b>15 hours Advanced Residential Application &amp; Case Studies</b>
<b>12 hours Appraisal Subject Matter Electives</b> (may include over minimum shown in modules above)	

## GENERAL CERTIFIED

College Education – Bachelor's Degree or higher [Ref. K.A.R. 117-3-1(a)(1)]

Appraisal Education Requirement: 300 hours [Ref. K.A.R. 117-3-1(a)(2)]

**The certified general classification must meet modules 1, 2, 3, 4, 9, 11, 12, 13, 14 & 15 and 22 hours of appraisal subject matter electives, which includes:**

<b>30 hours Basic Appraisal Principles</b>	<b>30 hours Basic Appraisal Procedures</b>
<b>8 hours Valuation Bias and Fair Housing Laws and Regulations</b>	<b>15 hours National USPAP</b>
<b>30 hours General Appraiser Market Analysis &amp; Highest and Best Use</b>	<b>15 hours Statistics, Modeling &amp; Finance</b>
<b>30 hours General Appraiser Site Valuation and Cost Approach</b>	<b>30 hours General Appraiser Sales Comparison Approach</b>
<b>60 hours General Appraiser Income Approach</b>	<b>30 hours General Appraiser Report Writing and Case Studies</b>
<b>22 hours Appraisal Subject Matter Electives</b> (may include over minimum shown in modules above)	

## COURSE REQUIREMENTS FOR UPGRADE

### **State Licensed to Certified Residential:**

Statistics, Modeling and Finance	15 hours
Advanced Residential Application & Case Studies	15 hours
Appraisal Subject matter Electives	<u>12 hours</u>
<b>Total Required Hours</b>	<b>42 hours</b>

### **State Licensed to Certified General:**

Statistics, Modeling and Finance	15 hours
General Appraiser Market Analysis and Highest and Best Use	15 hours
General Appraiser Sales Comparison Approach	15 hours
General Appraiser Site Valuation & Cost Approach	15 hours
General Appraiser Report Writing & Case Studies	15 hours
General Appraiser Income Approach	45 hours
Appraisal Subject Matter Electives	<u>22 hours</u>
<b>Total Required Hours</b>	<b>142 hours</b>

### **Certified Residential to Certified General:**

General Appraiser Market Analysis and Highest and Best Use	15 hours
General Appraiser Sales Comparison Approach	15 hours
General Appraiser Site Valuation & Cost Approach	15 hours
General Appraiser Report Writing and Case Studies	10 hours
General Appraiser Income Approach	<u>45 hours</u>
<b>Total Required Hours</b>	<b>100 hours</b>

## **Certified Residential Appraiser College-Level Education or Requisite Experience Requirements**

In addition to the requirements to become a Certified Residential Appraiser as noted above, applicants must satisfy the college level education requirements through one of the six options listed below.

**OPTION 1: Bachelor's degree from an accredited college or university in any field of study.**

**OPTION 2: Associate's degree from an accredited college or university in a field of study related to:**

- Business Administration;
- Accounting;
- Finance;
- Economics; or
- Real Estate

**OPTION 3: Successful completion of 30 semester hours of college-level courses that cover each of the following specific topic areas and hours:**

- English Composition (3 semester hours);
- Microeconomics (3 semester hours);
- Macroeconomics (3 semester hours);
- Finance (3 semester hours);
- Algebra, Geometry, or higher mathematics (3 semester hours);
- Statistics (3 semester hours);
- Computer Science (3 semester hours);
- Business or Real Estate Law (3 semester hours); and
- Two elective courses in any of the topics listed above or in accounting, geography, agricultural economics, business management, or real estate (3 semester hours each).

*Applicants may want to review guidance on this option, which can be found in Guide Note 10 of the Criteria.*

**OPTION 4: Successful completion of 30 semester hours of College Level Examination Program (CLEP®) examinations from each of the following subject matter areas:**

- College Algebra (3 semester hours);
- College Composition (6 semester hours);
- College Composition Modular (3 semester hours);
- College Mathematics (3 semester hours);
- Principles of Macroeconomics (3 semester hours);
- Principles of Microeconomics (3 semester hours);
- Introductory Business Law (3 semester hours); and
- Information Systems (3 semester hours).

**OPTION 5: Any combination of Options #3 and #4 that ensure coverage of all topics and hours identified in Option #3**

**OPTION 6: As an alternative to college-level education, individuals who have held a State Licensed credential for a minimum of five (5) years may qualify for a Certified Residential credential if they have no record of any adverse, final, and non-appealable disciplinary action affecting the Licensed Residential appraiser's legal eligibility to engage in appraisal practice with the five (5) years immediately preceding the date of application for a Certified Residential credential.**