



2012

CE ESSENTIALS *for*

DESIGNATED MEMBERS

Additional Options have been added to fulfill the Advanced Continuing Education (ACE) requirement

1.

The Appraisal Curriculum Overview Course

2.

Any Appraisal Institute Level II Advanced Curriculum Course

3.

Professional Development Programs

Appraisal Curriculum Overview Course

1. MAI, SRPA or SREA Designated members and general Associate members:
Appraisal Curriculum Overview 2-Day Course (online)
2. SRA, or RM Designated members and residential Associate members:
Appraisal Curriculum Overview 1-Day Course (online)

Any Appraisal Institute Level II Advanced Curriculum Course

1. MAI, SRPA, SREA, SRA, or RM Designated members and general or residential Associate members can choose from any one of the three Appraisal Institute Level II Advanced Curriculum courses
2. SRA, or RM Designated members and residential Associate members can take the Real Estate Finance, Statistics and Valuation Modeling course (classroom or online) Or BOTH Advanced Residential Applications and Case Studies/Part 1 AND Advanced Residential Report Writing/Part 2 (45-Hour Residential Demonstration Appraisal Report Course Package) - To receive ACE credit, both courses of this package must be taken (consecutive days at the same location)

Professional Development Programs

- Valuation of Conservation Easements
- Appraising Historic Preservation Easements
- Litigation (please note that to get credit for this option you must complete three (3) separate classes)
- Valuation in Challenging Markets
- Fundamentals of Separating Real Property, Personal Property, and Intangible Business Assets
- Introduction to Green Buildings & Case Studies in Appraising Green Commercial Buildings (please note that both courses must be taken to get ACE credit)

SRA or RM Designated and residential Associate members can also complete the following Appraisal Institute Professional Development Programs:

- Introduction to Green Buildings & Case Studies in Appraising Green Residential Buildings (please note that both courses must be taken to get ACE credit)

Please note: A course may not be repeated in subsequent cycles, unless the education program has been substantially revised.

Frequency of USPAP Courses Per Cycle

Continuing education credit for the 7-hour or 15-hour national USPAP course can be granted **up to three times** per CE cycle. Previously, CE credit for USPAP was only granted twice per cycle.

Numerous Ways to Fulfill Remaining CE Hours:

As you probably already know, Designated members must complete 100 hours of CE every five years.* After fulfilling the three required courses – USPAP (7-hour or 15-hour), Business Practices and Ethics, and the Advanced Continuing Education Requirement – your remaining CE hours may be fulfilled in a variety of ways.

Take Appraisal Institute Education

- **Enroll in Appraisal Institute Online Education** – for a full listing of online classes, visit our website at www.appraisalinstitute.org/online.
- **Enroll in Appraisal Institute Advanced Education** and earn 1.25 hours of CE for every hour completed. To view the list of approved programs, please visit www.appraisalinstitute.org/CE.

Volunteer for Leadership Roles

You may earn CE credit hours per five-year cycle at one (1) hour of CE credit for every hour of creditable service as follows:

- **Volunteer for Appraisal Institute national/regional/chapter leadership positions** – You may earn up to 25 hours of CE for approved roles including reviewing AI publications, courses, seminars or articles; authoring AI publications, courses, seminars or articles; developing education programs; and serving on a national/regional/chapter committee, panel or project team.
- **Volunteer for real estate-related leadership positions or community service roles outside of the Appraisal Institute** – You may earn up to 10 hours of CE for approved roles, including serving on a state real estate regulatory board; volunteering for a real estate-related nonprofit organization; contributing volunteer appraisal, appraisal review, appraisal consulting or real property consulting services to a nonprofit charitable organization; and instructing non-Appraisal Institute education programs.

Even More Options for Fulfilling Your CE Hours

- **Take classes from an outside education provider** – for a list of creditable topics, please visit www.appraisalinstitute.org/CE.
- **Take approved brokerage and law classes** – CE credit will be given for up to 10 hours of brokerage and law courses directly related to real estate that are approved for state mandatory continuing education.
- **Take approved computer training classes** – CE credit will be given for up to 10 hours for computer training that is specific to the appraisal profession.

KEEP TRACK OF YOUR CE

On the Appraisal Institute website, you can maintain your CE log from “My AI Account”

- Visit www.appraisalinstitute.org and login with your username and password
- On your My Appraisal Institute page, click the My Designated member CE Log link in the left-hand navigation bar
- Review and/or add items to your CE log

*Practicing Designated members on 100-Hour Recommended (formerly voluntary status) CE status are not required to complete 100 hours of CE every five years, but are required to complete the USPAP and Business Practices and Ethics requirements, and Advanced Continuing Education (ACE) requirement. Such 100-hour Recommended members that choose not to complete the 100 hours will not be considered to be “continuing education complete,” therefore completing the 100 hours is highly recommended.



Contact Us

If you have any questions pertaining to your CE requirements:

ADMISSIONS AND CONTINUING EDUCATION

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CE FAQs page: www.appraisalinstitute.org/CE