THE APPRAISAL FOUNDATION
Authorized by Congress as the Source of Appraisal Standards and Appraiser Qualifications

APPRAISER QUALIFICATIONS BOARD

Change to the *Real Property Appraiser Qualification Criteria*
Effective July 1, 2016

The Appraiser Qualifications Board (AQB) held a public meeting in Las Vegas, Nevada on Friday, June 24, 2016. The primary item discussed was the Exposure Draft of Proposed Changes to the *Real Property Appraiser Qualification Criteria*, issued on May 18, 2016.

Given the feedback received from the public, state appraiser regulatory agencies, and the Appraisal Subcommittee, the AQB adopted a change to the Supervisory Appraiser requirements, which will go into effect July 1, 2016. Because the AQB sets the *minimum* requirements, state appraiser regulatory agencies having requirements that *exceed* AQB *Criteria* will remain in compliance, since the July 1, 2016 change does not exceed current requirements.

The language below is from the current AQB *Criteria*, and can be found on page 10 under "Supervisory Appraiser Requirements" in the *Real Property Appraiser Qualification Criteria* booklet. The text that is shown as underscored will be added, and that shown as strikeout will be deleted from the *Criteria*, effective July 1, 2016.

If you have any questions, please contact Magdalene Vasquez, Qualifications Administrator, at magdalene@appraisalfoundation.org or 202-624-3074.

I. General
   A. Supervisory Appraisers shall be responsible for the training, guidance, and direct supervision of the Trainee Appraiser by:
      1. Accepting responsibility for the appraisal by signing and certifying the appraisal complies with USPAP;
      2. Reviewing and signing the Trainee Appraiser report(s); and
      3. Personally inspecting each appraisal property with the Trainee Appraiser until the Supervisory Appraiser determines the Trainee Appraiser is competent to inspect the property, in accordance with the COMPETENCY RULE of USPAP for the property type.
   B. Supervisory Appraisers shall be state-certified and in "good standing" ~~in the jurisdiction in which the Trainee Appraiser practices~~ for a period of at least three (3) years prior to being eligible to become a Supervisory Appraiser. Supervisory Appraisers shall not have been subject to any disciplinary action within any jurisdiction within the last three (3) years that affects the Supervisory Appraiser's legal eligibility to engage in appraisal practice. A Supervisory Appraiser subject to a disciplinary action would be considered to be in "good standing" three (3) years *after* the successful completion/termination of the sanction imposed against the appraiser.
   ~~C. Supervisory Appraisers shall have been state-certified for a minimum of three (3) years prior to being eligible to become a Supervisory Appraiser.~~
   ~~D~~ C. Supervisory Appraisers must comply with the COMPETENCY RULE of USPAP for the property type and geographic location where the Trainee Appraiser is being supervised.

~~E~~ D. Whereas a Trainee Appraiser is permitted to have more than one Supervisory Appraiser, Supervisory Appraisers may not supervise more than three (3) Trainee Appraisers at one time, unless a state program in the credentialing jurisdiction provides for progress monitoring, supervisory certified appraiser qualifications, and supervision and oversight requirements for Supervisory Appraisers.

~~F~~E. An appraisal experience log shall be maintained jointly by the Supervisory Appraiser and the Trainee Appraiser. It is the responsibility of both the Supervisory Appraiser and Trainee Appraiser to ensure the experience log is accurate, current and complies with the requirements of the Trainee Appraiser's credentialing jurisdiction. At a minimum, the appraisal log requirements shall include:

1. Type of property;
2. Date of report;
3. Address of appraised property;
4. Description of work performed by the Trainee Appraiser and the scope of the review and supervision of the Supervisory Appraiser;
5. Number of actual work hours by the Trainee Appraiser on the assignment; and
6. The signature and state certification number of the Supervisory Appraiser. Separate appraisal logs shall be maintained for each Supervisory Appraiser, if applicable.

~~G~~F. Supervisory Appraisers shall be required to complete a course that, at a minimum, complies with the specifications for course content established by the AQB, which is specifically oriented to the requirements and responsibilities of Supervisory Appraisers and Trainee Appraisers. The course is to be completed by the Supervisory Appraiser prior to supervising a Trainee Appraiser.*

* Please refer to the Supervisory Appraiser / Trainee Appraiser Course Objectives and Outline in this booklet for more information.