
HOW TO BECOME A REAL ESTATE APPRAISER

*Under the Utah Rules Effective September 10, 2004, as
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and Interpreted by J Allan Payne, MAI, SRA*

Steps #1 and #2 are interchangeable, either one can be first.

Step #1: Get a job as an appraiser's assistant. As an appraiser's assistant, you are entitled to do anything your employer asks of you in the way of helping do appraisals. However, you are not allowed to accumulate experience credit toward becoming Licensed or Certified.

Step #2: Take and complete 75 credit hours of pre-license real estate appraisal classes. Note that completion requires attending 90% of the scheduled classroom hours.

Step #3: Apply to the State to be a Registered Appraiser and fill out the Appraiser Trainee two-page Registration Form. This requires that you have a supervisor and that your supervisor provide his or her license number, place of business, and signature. It also requires that you document the classes you have completed.

Please note that if you have appraisal experience credits prior to September 10, 2004, you have to declare the number of points that you claim at the time you turn in this registration form. The points also have to be signed off by your supervisors with whom you have work.

After September 10, 2004, anyone who does not have their 75 hours of classroom credits sufficient to become Registered, will have to revert to working as an assistant and cannot claim any points until the time they become Registered as an Appraiser Trainee.

As an Appraiser Trainee in residential, you will be required to have your supervisor accompany you on at least 100 inspections. As an Appraiser Trainee in the General category, you will be required to have the supervisor accompany you on inspections until you have accumulated 20 experience points.

Also note that, as an Appraiser Trainee, you cannot be paid a percentage split.

Step #4: From this point, in order to become a Licensed Appraiser, you will have to take an additional class so that your total class hours will equal 90. Note that these have to be pre-approved, pre-license appraisal classes. In addition, you will have to keep track of your experience points until you have the required 400 points. This can be done in as short as one year or as long as five years. The points have to be recorded on the state approved form and signed off by your supervisor.

Step #5: When you have all of the experience points and education credits you need, you can then apply for the State License Examination. You do that by turning in your application, with documentation and a sample of your appraisals, to the State to be reviewed by the Experience Review Committee. Also, you will have to turn in proof that you have completed the classes you

have taken. Once the State approves your education and your experience, you will be given permission to take the examination.

Step #6: Sign up for the examination, take it, and pass it. Show the State proof that you have passed the examination and pay your license fee. You will then be a Licensed Appraiser.

As a Licensed Appraiser, you are able to go on inspections by yourself, sign or co-sign appraisals, appraise any type of property (as long as it is under \$250,000), and you can appraise any one-to-four family residence that is under \$1,000,000 and non-complex in nature (meaning no Income Approach is required) all without the assistance of a supervisor and you can split fees.

Step #7: Once Licensed, you can pursue a Certification, which is the next level. Certified Residential Appraiser requires another class, bringing your education credits to 120 hours. It also requires another 100 experience points. A Certified Residential Appraiser must have three quarters of all their experience points in residential properties. They are allowed to have one quarter of their points in non-residential properties. A candidate for the Certified Residential Appraiser designation must have a minimum of 24 months experience as well as 500 points.

Step #8: A Certified General Appraiser applicant must increase their experience points to 600, of which $\frac{1}{2}$ of the total points must be non-residential; that is, only half can be 1-4 family residential. An applicant for Certified General Appraiser must bring their education hours up to 180 hours; meaning approximately three more classes. A Certified General Appraiser must have 30 months of total experience as well as 600 points.

Step #9: Once you have become Licensed and completed your experience and education to become Certified (either Residential or General), you can apply for the appropriate examination. Again, this requires turning in a sample of your work and proof of your classes and waiting for the State to review your application. Once this is done, you can sign up for the examination, take the examination, and pass it. When you show proof of passing the examination to the State, you can pay your required fee and you become a Certified Appraiser.

As a Certified Residential Appraiser, you will be allowed to appraise all residential properties, complex or non-complex, up to and including four units of any value. As a Certified General Appraiser you will be allowed to appraise all kinds of property in the State of Utah.

Step #10: Once you are a Certified Appraiser, you will want to advance to a professional level and become designated in one of the recognized professional associations. Some of these associations that may be of interest to you include the International Right-of-Way Association, the American Society of Farm Managers and Rural Appraisers, the Appraisal Institute, the International Association of Assessing Officers, the Independent Fee Appraisers, the American Society of Appraisers, or others. These organizations each have their own requirements. Typically, they require a college degree, a demonstration appraisal report, additional specific experience, more classes, and a very difficult comprehensive examination. There are designations available for Right-of-way Officers, Assessment Officers, Commercial Appraisers, Farm Appraisers, Residential Appraisers, Relocation Appraisers, and other specialties. Once you have achieved a professional designation, you will be able to practice at the highest levels of professional appraising.

How Long Does it Take to Become an Appraiser?

Licensed	1-5 Years
Certified Residential	2-7 Years
Certified General	2 ½ to 7 ½ Years
Professionally Designated	3 to 10 Years

How Much Does it Cost to Become an Appraiser?

Licensed	\$600 to \$1,000
Certified Residential	\$1,000 to \$2,000
Certified General	\$1,500 to \$2,500
Professionally Designated	\$5,000 to \$50,000 (Post Graduate)

How Much Can a Full Time Appraiser Earn?

\$30,000 to \$300,000 per year. The range varies widely depending upon specialty and level of professionalism. The field is open and there is room at the top of any of the appraising subcategories.