

# Candidate for Designation Program Application

University:

Degree and Program Name:

**Return to:**

Email: [mdp@appraisalinstitute.org](mailto:mdp@appraisalinstitute.org)

Fax: (312) 335-4256

**Category**

The Candidate for Designation Program is open to individuals pursuing designated membership who hold a state certification or equivalent (as approved by the Admissions Designation and Qualifications Committee).

**I am applying for (choose one):**

- General Candidate, Master's Degree Program** (Pursuit of MAI designated membership)

**Please indicate your previous AI status (select one):**

- I am a new applicant to the Appraisal Institute (must complete applicable Standards and Ethics requirements within the first year of Candidacy)
- I was previously a Designated member, Associate member, Candidate, Practicing Affiliate, or Affiliate with the Appraisal Institute or one of its predecessor organizations.

**To be eligible for readmission, you must provide proof of the following:**

Must provide proof of your most current [USPAP](#) or IVS completion certificate      Date Completed: \_\_\_\_\_

Complete the Appraisal Institute [Business Practices and Ethics](#) course      Date Completed: \_\_\_\_\_

**References**

An applicant for Candidacy must submit three (3) references from employers or clients, or as acceptable to the ADQC or its designee.

	Name	Phone Number	Email Address
1			
2			
3			

**Essay**

An applicant for Candidacy must submit an essay that introduces himself or herself, describes the type of work he or she does, articulates his or her career goals, and explains why it is important for him or her to become a Designated member.

**Identification**Preferred Mailing Address  Home  Business

Mr/Ms

Last	First	M.I.
Home Address	City/State or Country/Zip	Home Phone
Company Name	Title	Business Phone
Business Address	City/State or Country/Zip	Cell Phone
E-mail	Fax	Date of Birth
Anticipated Master's Degree Graduation Date		

 **YES, Sign Me Up For PAPERLESS Future Invoices Via Email****Good Moral Character**

Candidates of the Appraisal Institute must have good moral character, which is honesty, truthfulness, and respect for the law. Please answer the following questions:

- 1) Are you currently the subject of a pending criminal proceeding, or have you ever been convicted of any criminal offense, either misdemeanor or felony?  
 Yes  No
- 2) Are you currently the subject of any regulatory proceedings, or have you ever been disciplined, or had a license, certification, or registration suspended, revoked, or denied by a regulatory agency?  
 Yes  No
- 3) Are you currently the subject of a civil proceeding in which you are alleged to have acted or failed to act in a manner reflecting negatively on your honesty, truthfulness, or respect for the law, or have you ever been the subject of a civil proceeding in which a finding has been made that reflects negatively on your honesty, truthfulness, or respect for the law?  
 Yes  No

*If the answer to any of the above questions is "Yes," please attach a full description and copies of the official documents setting forth the allegations (e.g., indictment, complaint) and the results of the proceedings (e.g., judgment, decision).*

**Please Review the Next Page**

## Agreements of the Applicant

I hereby apply for admission to Candidacy in the Appraisal Institute. In making this application and in consideration of review of my application:

1. I agree that I am and will be subject to, and to abide by, the Appraisal Institute Bylaws, Regulations, Code of Professional Ethics, and Standards of Professional Appraisal Practice, now and as they may be amended in the future, as well as such policies and procedures as the Appraisal Institute may promulgate from time to time. I understand that the Appraisal Institute Admissions Regulations and Procedure Manuals set forth and govern the requirements and procedures relating to admission and readmission to Designated membership. In the event of a conflict between any information I receive about admissions requirements and procedures and the Bylaws, Regulations, and Procedure Manuals, I understand and agree that the requirements and procedures set forth in the Bylaws, Regulations and Procedure Manuals shall prevail.
2. I agree to immediately disclose to the Admissions Department any circumstances and events occurring after the date of submission of this application that may have a bearing on my moral character.
3. I understand and agree that if I am convicted on or after the date of this application of a crime committed prior to this application, I will be subject to discipline pursuant to the Appraisal Institute's Regulations.
4. I understand and agree that the Appraisal Institute may investigate my moral character and I consent to such investigation.
5. I understand that if I was subject to any pending peer review proceedings when any previous candidacy, affiliation, or membership with the Appraisal Institute or its predecessor organizations ended, these proceedings may be reopened if I am readmitted or admitted to candidacy.
6. I understand and agree that if my application for admission to candidacy in the Appraisal Institute is approved:
  - a. I will become a Candidate for Designation of the Appraisal Institute. I cannot refer to myself as a member of the Appraisal Institute if not already an Appraisal Institute Designated member.
  - b. I will only refer to myself, both orally and in writing, as a "Candidate for Designation, Appraisal Institute," or other such terminology as the Appraisal Institute may permit, on business cards, letterhead, websites and other communication vehicles, which term is not a professional designation and may not be abbreviated. A Candidate could not use an Appraisal Institute designation that the Candidate does not already hold or use the terminology "Member, Appraisal Institute" if not already an Appraisal Institute Designated member, nor use the terminology "Candidate for MAI Designation," "Candidate for SRA Designation," "MAI Candidate," "SRA Candidate" or other similar terminology that includes an Appraisal Institute designation.
7. I IRREVOCABLY WAIVE ANY CLAIM OR CAUSE OF ACTION AT LAW OR EQUITY THAT I MIGHT HAVE AT ANY TIME AGAINST THE APPRAISAL INSTITUTE, ITS BOARD OF DIRECTORS, OFFICERS, COMMITTEES, OR MEMBERS THEREOF, AND ALL CHAPTERS, REGIONS, EMPLOYEES, MEMBERS, CANDIDATES, PRACTICING AFFILIATES, AFFILIATES OR OTHER PERSONS COOPERATING WITH THE APPRAISAL INSTITUTE, EITHER AS A GROUP OR AS INDIVIDUALS, FOR ANY ACT OR FAILURE TO ACT IN CONNECTION WITH THE BUSINESS OF THE APPRAISAL INSTITUTE AND PARTICULARLY AS TO ACTS IN CONNECTION WITH: (1) DENYING THIS APPLICATION FOR CANDIDACY ; (2) DENYING ME CREDIT FOR ONE OR MORE DESIGNATION REQUIREMENTS; AND (3) CONDUCTING PEER REVIEW PROCEEDINGS, INCLUDING BUT NOT LIMITED TO THE TAKING OF DISCIPLINARY ACTION AGAINST ME.
8. I represent and certify that, to the best of my knowledge and belief, all the information contained on this application is true and accurate. I understand and agree that if I have made any false statements, submitted false information, or failed to fully disclose information requested in this application I will be subject to discipline pursuant to Appraisal Institute Regulations.
- c. I will use the above titles only in conjunction with my name and not in connection with the name, logo, or signature or any firm, partnership, or corporation.
- d. If I refer improperly to my candidacy, I may be subject to disciplinary proceedings conducted pursuant to the Appraisal Institute's Regulation No. 6.
- e. Certify to an understanding that as an Applicant and as a general Candidate, if admitted, he or she may be required to submit to representatives of the Appraisal Institute in the admissions process, sufficient samples of his or her appraisal work to enable the representatives to make a proper evaluation.

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**Signature**

**Date**

**Upon acceptance to candidacy, confirmation will be sent via email. Please allow 5-10 business days for processing of completed application.**

Note: Upon acceptance to candidacy, an appropriate portion of your national Candidate annual program fee will be allotted to your yearly subscriptions to Appraisal Institute publications. Annual fees are not considered charitable contributions for federal income tax purposes; however, they may be deductible by Candidates as an ordinary and necessary business expense.

### **Nondiscrimination Policy**

The Appraisal Institute advocates equal opportunity and nondiscrimination in the appraisal profession and conducts its activities in accordance with applicable federal, state and local laws.