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Practicing Affiliate Definitions

A Practicing Affiliate is an individual who:

a) is a Practicing Affiliate with the Appraisal Institute; and
b) provides Service(s) as defined by the Code of Professional Ethics.

A Practicing Affiliate in good standing meets the criteria set forth above in this Section and is not:

a) suspended;
b) the subject of a disciplinary proceeding as defined in the Regulations of the Appraisal Institute; or
c) the subject of a peer review proceeding in which the Practicing Affiliate has been sent an offer of a publishable disciplinary action as set forth in the Regulations of the Appraisal Institute.

An International Practicing Affiliate is a Practicing Affiliate whose principal place of business and residence falls outside the United States, United States Territories and Canada.

Individuals Who Are Not State Certified

An individual may be admitted as a Practicing Affiliate on or after January 1, 2013 if the individual:

a) was not a member of the Appraisal Institute as of December 31, 2012;
b) does not hold a state certification (or equivalent as determined by the ADQC) as of the date of admission; and
c) meets such other requirements as may be set forth in the Bylaws, Regulations and policies of the Appraisal Institute.

An individual admitted as a Practicing Affiliate under this Section may remain a Practicing Affiliate until the earliest of the following:

a) the date on which the individual becomes a Candidate;
b) one (1) year from the date the Practicing Affiliate becomes state certified (or equivalent as determined by the ADQC);
c) the sixth December 31st following the date of admission; or
d) the date of termination due to resignation, failure to pay fees, failure to satisfy the Ethics and Standards education requirements, failure to satisfy continuing education requirements, the disciplinary action of expulsion or other basis set forth in the Bylaws, Regulations or policies of the Appraisal Institute.

A Practicing Affiliate who terminates as a Practicing Affiliate may not apply to become a Practicing Affiliate with the Appraisal Institute for two (2) years from the date of termination.

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Individuals Who Are State Certified (or Equivalent)
An individual may be admitted as a Practicing Affiliate on or after January 1, 2013 if the individual:

a) was not a member of the Appraisal Institute as of December 31, 2012;
b) is state certified (or equivalent as determined by the ADQC) as of the date of admission;
c) never before was a Practicing Affiliate; and

d) meets such other requirements as may be set forth in the Bylaws, Regulations and policies of the Appraisal Institute.

An individual admitted as a Practicing Affiliate under this Section may remain a Practicing Affiliate until the earliest of the following:

a) the date on which the individual becomes a Candidate;
b) one (1) year from the date of admission as a Practicing Affiliate; or

c) the date of termination due to resignation, failure to pay fees, failure to satisfy the Ethics and Standards education requirements, failure to satisfy continuing education requirements, the disciplinary action of expulsion or other basis set forth in the Bylaws, Regulations or policies of the Appraisal Institute.

Individuals Who Were Members as of December 31, 2012
An individual who was an Appraisal Institute member as of December 31, 2012 may be admitted as a Practicing Affiliate on January 1, 2013. An individual admitted as a Practicing Affiliate under this Section may remain a Practicing Affiliate until the earliest of the following:

a) the date on which the individual becomes a Candidate; or

b) the date of termination due to resignation, failure to pay fees, failure to satisfy the Ethics and Standards education requirements, failure to satisfy continuing education requirements, the disciplinary action of expulsion or other basis set forth in the Bylaws, Regulations or policies of the Appraisal Institute.

If an individual admitted as a Practicing Affiliate under this Section terminates, the individual may not be re-admitted as a Practicing Affiliate under this Section.

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Timelines for Practicing Affiliates

An individual admitted as a Practicing Affiliate as of January 1, 2013 may remain a Practicing Affiliate until the earliest of the following:

a) the date on which the individual becomes a Candidate;
b) one (1) year from the date the Practicing Affiliate becomes state certified (or equivalent as determined by the ADQC);
c) the sixth December 31st following the date of admission; or
d) the date of termination due to resignation, failure to pay fees, failure to satisfy the Ethics and Standards education requirements, failure to satisfy continuing education requirements, the disciplinary action of expulsion or other basis set forth in the Bylaws, Regulations or policies of the Appraisal Institute.

Rules Pertaining to Readmission to Practicing Affiliate Status

A Practicing Affiliate who has been terminated may only be readmitted as a Practicing Affiliate under certain conditions. Those who may be eligible for readmission should refer to the section above titled “Individuals Who Are Not State Certified”, under Practicing Affiliate Definitions.

Procedure for Readmission to Practicing Affiliate Status

An Applicant for readmission must:

a) pay a non-refundable application fee and pay in full of all outstanding dues, fees or other indebtedness owed the Appraisal Institute during the individual’s former membership, candidacy and/or affiliation; and

b) provide proof that the individual has, in the four (4) years prior to readmission, attended the following courses and passed any corresponding examination(s):

   (i) the fifteen (15) hour USPAP Course taught by an instructor certified by the Appraiser Qualifications Board of The Appraisal Foundation (or if eligible, the seven (7) hour USPAP Course taught by an instructor certified by the Appraiser Qualifications Board of The Appraisal Foundation); and

   (ii) the Appraisal Institute Business Practices and Ethics Course.

Applications for readmission to practicing affiliate status will be processed in accordance with the Bylaws, Regulations and policies of the Appraisal Institute.
Initial Standards and Ethics Education Requirement

Except as otherwise provided, each Practicing Affiliate must, within the first twelve (12) months after admission to Practicing Affiliate status:

a) attend the Appraisal Institute Business Practices and Ethics Course; and

b) attend the 15-Hour USPAP Course taught by an instructor certified by the Appraiser Qualifications Board of The Appraisal Foundation and pass the corresponding examination.

However, if the Practicing Affiliate:

a) attended the Appraisal Institute Business Practices and Ethics Course within the four (4) year period prior to becoming a Practicing Affiliate, he or she is not required to take such Course within the first year of Practicing Affiliate status.

b) attended the fifteen (15) hour USPAP Course taught by an instructor certified by the Appraiser Qualifications Board of The Appraisal Foundation and passed the corresponding examination within the four (4) year period prior to, becoming a Practicing Affiliate, he or she is not required to take such Course and pass the corresponding examination within the first year of Practicing Affiliate status.

c) previously attended the fifteen (15) hour USPAP Course and passed the corresponding examination, the Practicing Affiliate may satisfy the fifteen (15) hour USPAP course requirement by taking the seven (7) hour USPAP Course taught by an instructor certified by the Appraiser Qualifications Board of The Appraisal Foundation and passing any related examination.

d) attended the seven (7) hour USPAP Course taught by an instructor certified by the Appraiser Qualifications Board of The Appraisal Foundation and passed any corresponding examination within the four (4) year period prior to becoming a Practicing Affiliate and has previously taken the fifteen (15) hour USPAP Course and passed the corresponding examination, the Practicing Affiliate is not required to take and pass a seven (7) hour or fifteen (15) hour USPAP Course within the first year of Practicing Affiliate status.

Continuing Education Requirements

Practicing Affiliates must complete the continuing education requirements set forth in Regulation No. 10.