

# Certification Standard of the Appraisal Institute

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**Effective July 1, 2010**

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# A Member's Certification for a Service (Appraisal, Appraisal Review, Appraisal Consulting, or Real Property Consulting) Must Also Include Statements Relating to Special Commitments Made by Appraisal Institute Members

## Certification Standard Rules

### **C.S.R. 1-1**

Each written report must contain a certification that includes the following statement:

The reported analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.

#### Comment

Members must use the exact text of the statement required by this Rule.

### **C.S.R. 1-2**

Each written report must contain a certification that includes the following statement:

The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.

#### Comment

Members must use the exact text of the statement required by this Rule.

### **C.S.R. 1-3**

Each written report of a Designated Member must contain a certification that includes one of the following statements, whichever is appropriate:

Either

As of the date of this report, I (or Designated Member(s) name(s)) have/has completed the continuing education program for Designated Members of the Appraisal Institute.

Or

As of the date of this report, I (or Designated Member(s) name(s)) have not/has not completed the continuing education program for Designated Members of the Appraisal Institute.

### Comment

Under the continuing education program of the Appraisal Institute, Designated Members who complete the Standards Requirement, Ethics Requirement, Appraisal Curriculum Overview Requirement and one hundred (100) hours of creditable continuing education in a five (5) year cycle are deemed “continuing education completed.”

Certification Standard Rule 1-3 requires that all Designated Members include in the certifications of their written reports a statement whether they have completed the continuing education program and are therefore “continuing education completed.” Those Designated Members who do not hold the status “continuing education completed” must include in the certifications of their written reports a statement that they have not completed the continuing education program of the Appraisal Institute, regardless of whether they are required to complete the one hundred (100) hours.

Because this Certification Standard Rule applies only to Designated Members, it is inappropriate for Associate Members, Affiliate Members and non-members to use either of the statements found in C.S.R. 1-3.

Designated Members must use the exact text of the statement required by this Rule. If a Designated Member seeks to explain his or her failure to complete the continuing education program of the Appraisal Institute for Designated Members, extreme care must be used. The Appraisal Institute does not deem other activities as equivalent to its continuing education program. Misleading statements that relate to a Designated Member’s qualifications violate Ethical Rule 5-5 of the Code of Professional Ethics. Misleading statements of any kind may violate Ethical Rule 1-1(a) of the Code of Professional Ethics.

### **C.S.R. 1-4**

Except as provided below, each written report of an Associate Member must contain a certification that includes one of the following statements, whichever is appropriate:

Either

As of the date of this report, I (or Associate Member(s) name(s)) have/has completed the Standards and Ethics Education Requirements for Associate Members of the Appraisal Institute.

Or

As of the date of this report, I (or Associate Member(s) name(s)) have not/has not completed the Standards and Ethics Education Requirements for Associate Members of the Appraisal Institute.

On or after July 1, 2015, once an Associate Member who is not an Appraisal Institute Designated Member has completed at least one five (5) year continuing education cycle in which he or she was required to fulfill the Hours, Standards and Ethics Education Requirements, such Associate Member must include in the certifications of his or her written reports one of the following statements, whichever is appropriate:

Either

As of the date of this report, I (or Associate Member(s) name(s)) have/has completed the continuing education program for Associate Members of the Appraisal Institute.

Or

As of the date of this report, I (or Associate Member(s) name(s)) have not/has not completed the continuing education program for Associate Members of the Appraisal Institute.

#### Comment

Pursuant to Appraisal Institute Regulation Nos. 1 and 2, Associate Members of the Appraisal Institute must complete Standards and Ethics Courses within the first year of membership and then once in every five (5) year cycle thereafter. Beginning July 1, 2010, the Appraisal Institute began phasing in an Hours Requirement for Associate Members' five (5) year cycles.

Certification Standard Rule 1-4 requires that except as provided below, all Associate Members must include in the certifications of their written reports a statement whether they have completed the Standards and Ethics Education Requirements for Associate Members. Once an Associate Member has completed a five (5) year cycle in which he or she was required to complete the Standards, Ethics and Hours Requirements, the Associate Member must include in the certifications of his or her written reports a statement whether he or she has completed the continuing education program for Associate Members of the Appraisal Institute.

Because this Certification Standard Rule applies only to Associate Members, it is inappropriate for Designated Members, Affiliate Members and non-members to use the statements found in C.S.R. 1-4

Associate Members must use the exact text of the statement required by this Rule. If an Associate Member seeks to explain his or her failure to complete the continuing education program of the Appraisal Institute for Associate Members, extreme care must be used. The Appraisal Institute does not deem other activities as equivalent to its continuing education program. Misleading statements that relate to an Associate Member's qualifications violate Ethical Rule 5-5 of the Code of Professional Ethics. Misleading statements of any kind may violate Ethical Rule 1-1(a) of the Code of Professional Ethics.