

Advisor Bulletin: Third/Fourth Quarter 2021

Additional option for Education exams

Scheduling exams at Pearson VUE testing centers has been a challenge for many Candidates during the pandemic and has also been challenging for those in remote areas or overseas. Beginning on Friday, October 1, 2021, Appraisal Institute will be launching On VUE, online proctoring, which allows Candidates for Designation to access designation education testing from home. It's still administered by Pearson VUE, but the Candidates may take select exams at home, on camera, monitored by a live proctor. This examination format is **NOT** accessible for the Comprehensive Examination requirement.

If you have any Candidates who are taking synchronous courses, online courses, re-exams or challenge exams, they will be made aware of this additional testing option. **You can find more information here:** [Examinations - AI Education Resources \(appraisalinstitute.org\)](https://www.appraisalinstitute.org/education-resources); Candidates should contact the AI Education department with any questions by calling AI's main number at (888) 756-4624 and indicate their question is about a challenge exam, re-exam, synchronous course, or whatever the case might be.

Repeating this news: Comprehensive Examination – General and General Review paths

Candidates may now choose which module(s) they want to take during each testing window. This means Candidates are no longer required to sit for all modules during the testing window, however, they may still do so, if they wish.

Candidates registered for comp exam(s) are now able to cancel and reschedule any or all examination modules prior to the open of the examination window. All questions should be directed to comp@appraisalinstitute.org. Exam fees from canceled modules that are not rescheduled, will be added to the Candidate's account as future AI credit.

Comprehensive Examination Windows

The 2022 Comprehensive Examination windows will be:

- April 1-30, 2022 (registration deadline: March 31)
- August 1-31, 2022 (registration deadline: July 31)
- November 1-30, 2022 (registration deadline: October 31)

2022 Comp Exam windows will become available for registration on November 1, 2021. As always, Candidates may register through their Candidate Checklist.

2021 Comp Exam results are generally available about two weeks after the end of the examination window

- November 1, 2021 – December 31, 2021 (exam results released in January 2022)

Candidate Timelines and Annual Minimum Progress

In 2020, the Chair of the Admissions and Designation Qualifications Committee extended all 2020 Candidate Timelines one additional year into 2021 and extended all unmet 2020 Annual Minimum Progress as well. All

Candidate Advisors were not copied on these extensions to Candidates due to time limitations but all Advisors were notified via the 2021 Advisor Bulletins. You may confirm Candidate timeline end dates through your Advisor Portal while Candidates can do so via their Candidate Checklist.

Please remember to log your fourth quarter contact as well!

Many Candidates have not attempted any requirements in three to four years (or more). A Candidate who has not made progress in 2021 should apply for an extension at year's end (via their Candidate checklist) and lay out a specific plan for completion of their designation path. If they are registered for any 2022 education courses or exams, that may extend their timelines automatically and they may meet their 2021 Annual Minimum Progress.

Reminder: additional synchronous course added for residential review designation path

The timing of the synchronous offering for *Review Theory – Residential*, in March 2021, did not work for very many Candidates, and AI Chapters did not schedule this designation course in 2021. We had Candidates asking why chapters and AI were not offering this course more often for the designation path. We reached out to the AI Education department and asked if it would be willing to add another synchronous offering in 2021 and it did! This is great news for residential review Candidates pursuing the AI-RRS designation, residential Candidates pursuing the SRA designation who want to use this course towards their elective requirement, and MAI, SRA, SRPA, and RM members seeking the AI-RRS designation. See additional information on the December offering [HERE](#).

Please note that there is also a synchronous offering of *Review Case Studies – Residential* scheduled in January 2022.

2022 Capstone schedule

The [General Demonstration Report – Capstone Program](#) schedule was released on October 20, 2021 and includes four synchronous offerings and two classroom offerings.

Required prerequisites that must be completed *BEFORE* general Candidates can register. NO EXCEPTIONS.

- Must have taken the *General Demonstration Report Writing* seminar within the past five (5) years. (General Demo Writing seminar is available online for \$99).
- Must have passed the *Advanced Market Analysis & Highest Best Use* exam (check Candidate checklist).

NOTE: No continuing education credit is given for this program. Due to the nature of the program, NO REFUNDS or TIME EXTENSIONS will be granted. Required Equipment: An HP-19BII, HP-17BII, HP-12C or equivalent calculator.

Capstone Location	Registration Deadline	Materials Released	Webinar #1	Webinar #2	Workshop Dates
Synchronous	Jan 6	Jan 7	Jan 28	Feb 2	March 14-20
Synchronous	April 14	April 15	May 6	May 31	June 20-26
St. Louis, MO	April 14	April 15	May 6	May 31	June 20-26
Synchronous	July 7	July 8	July 29	Aug. 23	Sept. 12-18
Synchronous	Sept. 8	Sept. 9	Sept. 30	Oct. 25	Nov. 14-20
Ft. Lauderdale, FL	Sept. 8	Sept. 9	Sept. 30	Oct. 25	Nov. 14-20

CE Credit for Service as an Advisor

Logging your Advisor AI CE

Keep in mind that you must log your own hours for service as a Candidate Advisor (up to 25 hours/125 points per five-year AI CE cycle or 5 hours/25 points per year).

[Click here to view how to self-report CE](#)

Once you click on the **Save** button, your self-reported CE will appear under the section called **Self-Reported Points**. **Note: hours will be converted into points automatically.**

As always, thank you for your service to the AI!

Best Regards,

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