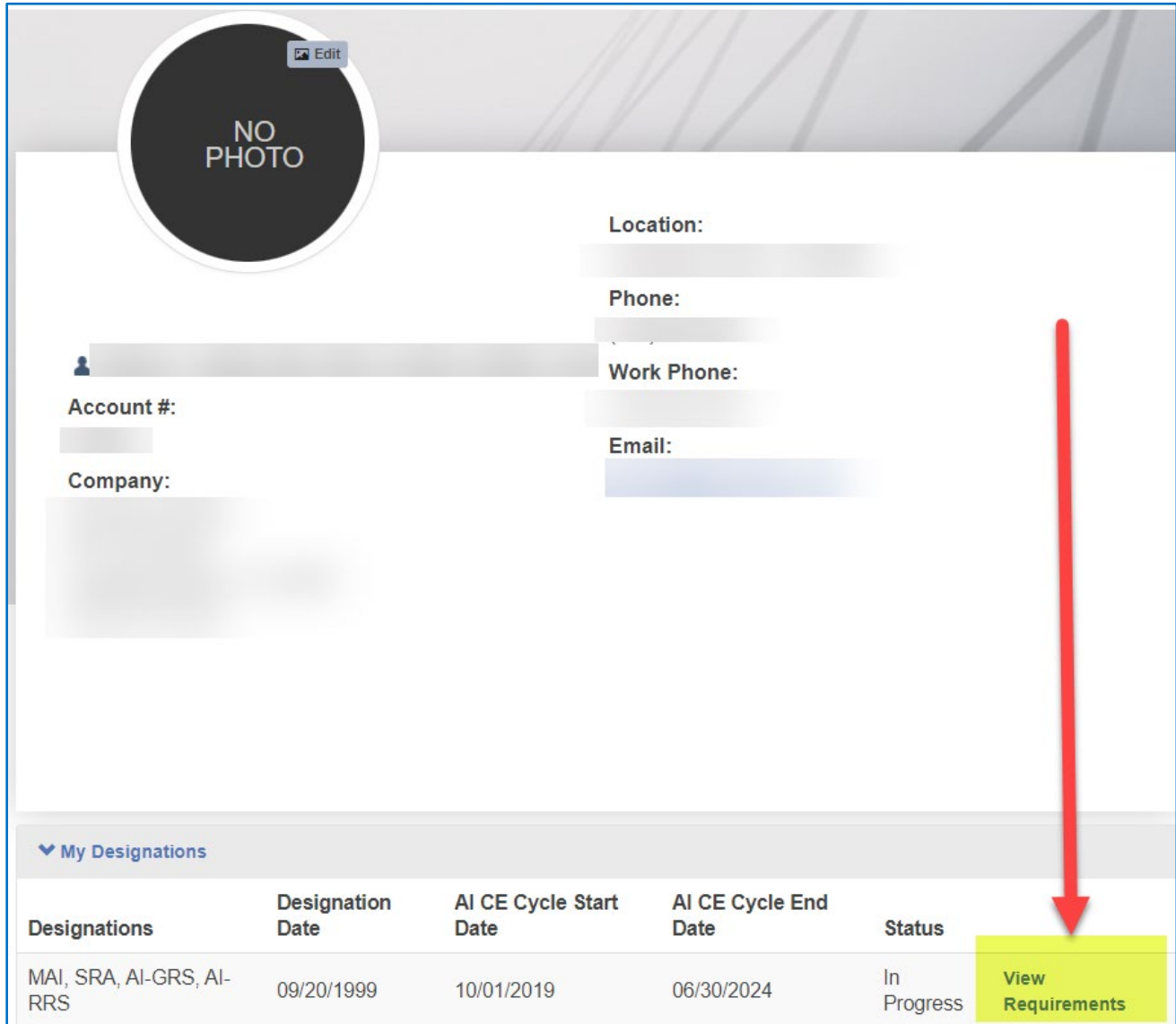


AI CE: How to Self-Report Outside Education and Service

The Appraisal Institute accepts outside provider education, but it must be a minimum of 10 points (two hours) and the subject matter must fall under AI Continuing Education Credible Topics list. Learn more [AI Continuing Education: An Overview](#) (PDF).

To log your outside provider CE, please follow these steps:

1. Log into your **AI Account**.
2. Click on **View Requirements**.



Designations	Designation Date	AI CE Cycle Start Date	AI CE Cycle End Date	Status	View Requirements
MAI, SRA, AI-GRS, AI-RRS	09/20/1999	10/01/2019	06/30/2024	In Progress	

- Click on the **Points** requirement link (the number of points may vary based on affiliation type/status).

*Note: you can add outside provider Standards (USPAP/IVS), by clicking on the **Standards** link.*

AI Affiliation	✓	Active Affiliation
Standards <i>Click blue link above to register or report.</i>	✓	Course Complete
AI Business Practices and Ethics <i>Click blue link above to register or report.</i>	✎	Pending Completion by Jun 30 2024
500 Points <i>Click blue link above for more information.</i>		
<ul style="list-style-type: none"> • Report education and service from outsider providers • View status of your AI CE progress • Report service to the AI and the real estate profession <i>For more information please view our AI Continuing Education: An Overview</i>	✎	Pending Points

- Scroll down and click on the **Report CE** button.

AI Continuing Education				
Program Name	Earned Date	Category	Points	
No CE on file.				
Self-Reported Points				
<div>Report CE</div> <div>Click</div>				
Program Name	End Date	Category	Points	Verified
No Self Reported CE on file.				

5. Complete the form, based on the **CE Type** you are reporting (i.e., outside provider education, service to the profession, service to the AI, service as a Candidate Advisor, etc.)

Add Continuing Education

CE Type:

Please select ▼

Required

Program Name / Service Info:

Required

Start Date:

Required

End Date:

Required

Attendance Hours:

Required

Exam Hours (if applicable):

Points:

0.00

Once you click on the **Save** button, the hours you entered will update to points and the CE will appear under the section called **Self-Reported Points**.

Self-Reported Points				
Report CE				
Program Name	End Date	Category	Points	
Day 3: Research Presentations	10/12/2018	Classroom Program	50.00 [Attend]	<div>EditDelete</div>

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8/16/23cv