

## Application: AI Master's Degree Program

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**University**

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**Degree and Program Name**

- ☐ I am currently enrolled as a student in an approved Appraisal Institute Master's Degree Program.  
Anticipated graduation date: \_\_\_\_\_

**Practicing or Non-Practicing**

- ☐ I am not currently providing services as a valuer and am considered non-practicing. I understand I will be considered a Student Affiliate while I am enrolled in the approved graduate program.
- ☐ I am currently providing services as a valuer and am considered practicing. I understand I will be considered a Practicing Affiliate while I am enrolled in the approved graduate program. Practicing Affiliates must abide by AI CE requirements.

*If you were previously affiliated with the AI as a practicing individual, you must complete the following (within the last four years) to be eligible for readmission.*

1. Provide proof of your most current USPAP or IVS completion certificate. Date: \_\_\_\_\_
2. Complete the AI *Business Practices and Ethics* course. Date: \_\_\_\_\_

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## Identification

Preferred mailing address: ☐ Home ☐ Business

☐ Mr. ☐ Ms. ☐ Other

Name \_\_\_\_\_

Home Address \_\_\_\_\_

Company/Title \_\_\_\_\_

Business Address \_\_\_\_\_

Business/cell phone \_\_\_\_\_

Email \_\_\_\_\_

Date of birth \_\_\_\_\_

## Good Moral Character

Affiliated individuals 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).*

## Agreements of the Applicant

In making this application and in consideration of review of my application:

1. I agree that I am subject to and will abide by, the Appraisal Institute Bylaws, Regulations, Code of Professional Ethics, and Standards of Professional 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.
2. I agree to immediately disclose to the Admissions Department in writing 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 Bylaws, Regulations and Code of Professional Ethics.
4. I understand and agree that the Appraisal Institute may investigate my moral character and I consent to such investigation.
5. I understand and agree that if my application is approved:
  - a. 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, with the title allowed under the Appraisal Institute's Regulations:
    - i. A Candidate for Designation may refer to himself or herself, 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," "Candidate for AI-GRS Designation," "Candidate for AI-RRS Designation," "MAI Candidate," "SRA Candidate", "AI-GRS Candidate" , "AI-RRS Candidate" or other similar terminology that includes an Appraisal Institute designation.
    - ii. A Practicing Affiliate may refer to himself or herself, as a "Practicing Affiliate" of the Appraisal Institute, which term is not a professional designation and may not be abbreviated.
    - iii. An Affiliate may refer to himself or herself, as an "Affiliate" of the Appraisal Institute, which term is not a professional designation and may not be abbreviated.
    - iv. A Student Affiliate may refer to himself or herself, as a "Student Affiliate" of the Appraisal Institute, which term is not a professional designation and may not be abbreviated.
  - c. I will use the appropriate title 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 membership, candidacy or affiliation, I may be subject to peer review proceedings conducted pursuant to the Appraisal Institute's Regulation No. 6.
6. 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 ; (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.
7. If applying for the Affiliate or Student Affiliate category I represent that I am not providing any Service(s) as defined by the Code of Professional Ethics. If I do provide Services(s) as defined by the Code of Professional Ethics, I will promptly notify the Appraisal Institute national office in writing.
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 and that I meet the requirements of the category for which I am applying. I understand and agree that if I have made any false or misleading statements, submitted false or misleading information, or failed to fully disclose information requested in this application I will be subject to discipline pursuant to Appraisal Institute Regulations.
9. I understand that completing this application does not ensure my admission into any category and that the Appraisal Institute Bylaws, Regulations, and policies set forth requirements and procedures relating to admission to each category.
10. I represent and certify that, to the best of my knowledge and belief, I meet the requirements of the category for which I am applying. If a change to the information contained in this application occurs, and I no longer meet the requirements of such category, I promptly will notify the Appraisal Institute national office in writing.
11. I understand that the Appraisal Institute has the right to audit my eligibility for a specific category at any time and to make appropriate adjustments to my category.

By signing this application electronically, I hereby consent and agree that my electronic signature constitutes my acceptance and agreement to this application's terms and conditions as if signed in writing and that my electronic signature has the same legal force and effect as a signature affixed by hand. Further, I agree that the lack of a certification authority or other third-party verification will not in any way affect the validity or enforceability of my electronic signature or any resulting contract or agreement between me and the Appraisal Institute.

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**Signature**

**Date**

**Enrolled Students:** Please submit Proof of Enrollment in your current program with this application. Return application and applicable documents to: [mdp@appraisalinstitute.org](mailto:mdp@appraisalinstitute.org).

If approved, confirmation will be sent by email within 1-2 business days.

If applicable, an appropriate portion of your national annual affiliation 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 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.

Admissions & Continuing Education

AI Master's Degree Program

P: (312) 335-4111

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