



**REAL PROPERTY REVIEW APPRAISER (RPRA)
ACCREDITATION CHECKLIST**

1. Complete and pass the following courses.

Please note: All course work must be successfully completed at least 30 days prior to sitting for the accrediting exam.

- ASFMRA Best in Business Ethics tested course and be current with ASFMRA six-year Ethics requirement
- Integrated Approaches to Value (A304)
- Foundations of Appraisal Review (A600)

OR

- Introduction to Appraisal Review (A-360 or A-35)
- Appraisal Review Under USPAP (A-370 or A-35)
- Appraisal Review Under UASFLA (A-380)
- Advanced Appraisal Review Case Studies (A-390)

2. Provide evidence of certification as a Certified General Appraiser under the certification laws and regulations of any state, if the applicant for the designation works within the United States.

3. For RPRA, five years of experience in the discipline of appraisal, appraisal review or a combination of both. One year of appraisal review experience within the last three years is required. The completion of twenty-five (25) narrative reviews or one hundred (100) form reviews shall be considered the equivalent of one year of experience. Appraisal experience submitted shall be evaluated the same as the A.R.A.

4. Be a current ASFMRA member prior to submitting an application for accreditation.

5. Submit three copies of one demonstration report. The review report shall be in narrative form, have as its subject an appraisal complying with the current version of the Uniform Standards of Professional Appraisal Practice, as promulgated by the Appraisal Standards Board, reported in a format which uses at least two of the three approaches to value, and be accompanied by that appraisal. The appraisal client shall provide a written release of the appraisal restricting its use to peer review. A passing demonstration report qualifies for a two-year period from the date of approval. If you do not become Accredited within that two-year period, another demonstration report must be submitted. This will be retained in a confidential file until you have attained your designation. A 75% grade is necessary for your submitted demonstration report in order to clear you to qualify for the remainder of the Accreditation process. As the name implies, a demonstration report should fully demonstrate the applicant's ability, in accordance with the core courses required by the ASFMRA for Accreditation. A good quality work product may or may not be sufficient to meet the required standards. Please invest the time and effort necessary into your demonstration report to insure that it meets the required standards prior to submission.

6. Complete the RPRA Application for the final accrediting exam with the application fee. An invoice for the examination fee will be sent when applicant is cleared to sit for the examination.

7. An invoice for the examination fee will be sent when applicant is cleared to sit for the examination.

8. Pass the final RPRA Accrediting exam.

The Application Deadline is January 15 or April 1 of each year. You must have all requirements completed by this date, with the exception of your education. Education must be completed at least 30 days prior to the accreditation exam.

For questions, contact Mya Sadler at (303) 692-1224 or msadler@asfmra.org. You can find more information and the following supporting documents at our website at <http://www.asfmra.org/rpra/>

- RPRA Accreditation Application
- Grading Sheet