

Secretary of State
Certificate and Order for Filing
TEMPORARY ADMINISTRATIVE RULES
A Statement of Need and Justification accompanies this form.

I certify that the attached copies* are true, full and correct copies of the TEMPORARY Rule(s) adopted on January 11, 2010 by the
Date prior to or same as filing date

Appraiser Certification and Licensure Board
Agency and Division

OAR Chapter 161
Administrative Rules Chapter Number

Karen Turnbow 3000 Market Street NE, Suite 541, Salem Oregon
Rules Coordinator Address

(503) 485-2555
Telephone

to become effective February 1, 2010 through July 27, 2010
Date upon filing or later A maximum of 180 days including the effective date.

RULE CAPTION

Temporary rule removing references to applications and requirements for State Licensed Appraiser
Not more than 15 words that reasonably identifies the subject matter of the agency's intended action.

RULEMAKING ACTION

List each rule number separately, 000-000-0000.

ADOPT: Secure approval of rule numbers with the Administrative Rules Unit prior to filing.

AMEND: 161-010-0010, 161-010-0020, 161-010-0085, 161-015-0000,
161-015-0010, 161-015-0025, 161-015-0030, 161-020-0005, 161-020-0110,
161-020-0130, 161-020-0150, 161-025-0025, 161-025-0030, 161-030-0000,
161-050-0000, and 161-050-0050

REPEAL: 161-010-0055

SUSPEND:

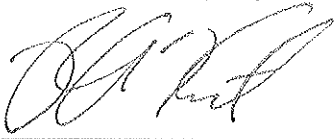
ORS 183.355, ORS 674.305(7) and ORS 674.310
Stat. Auth.

Title XI of the Federal Financial Reform, Recovery and Enforcement Act of 1989 (12 USC 3310 et seq.)
Other Authority

ORS 674.130
Stats. Implemented

RULE SUMMARY

Repeals Oregon Administrative Rule 161, Division 10, Rule 0055 regarding prerequisite experience and education requirements for state licensed appraiser. Amends Oregon Administrative Rule 161, Division 10, Rule 0010 regarding appraisers in Oregon; Division 10, Rule 0020 regarding qualifying appraiser experience; Division 10, Rule 0085 regarding prerequisite experience and education for supervising appraiser endorsement; Division 15, Rule 0000 regarding application process; Division 15, Rule 0010 regarding form of application; Division 15, Rule 0025 regarding application from out-of-state credential holder; Division 15, Rule 0030 regarding submission of application; Division 20, Rule 0005 regarding scope of education; Division 20, Rule 0110 regarding qualifying education course content guidelines; Division 20, Rule 0130 regarding approval requirements for non pre-approved courses; Division 20, Rule 0150 regarding time requirements for education; Division 25, Rule 0025 regarding supervising appraisers; Division 25, Rule 0030 regarding appraiser assistants; Division 30, Rule 0000 regarding criminal background checks; Division 50, Rule 0000 regarding temporary registration of out-of-state appraisers; and Division 50, Rule 0050 regarding reciprocity.


Authorized Signer

Bob Keith
Printed name

1-29-2010
Date

*With this original and Statement of Need, file one photocopy of certificate, one paper copy of rules listed in Rulemaking Actions, and electronic copy of rules.

STATEMENT OF NEED AND JUSTIFICATION

A Certificate and Order for Filing Temporary Administrative Rules accompanies this form.

Appraiser Certification and Licensure Board

Agency and Division

OAR Chapter 161

Administrative Rules Chapter Number

In the Matter of: Repeal of rule relating to prerequisite experience and education requirements for State Licensed Appraiser (161-010-0055); amendment of rules relating to appraisers in Oregon (161-010-0010), qualifying appraiser experience (161-010-0020), prerequisite experience and education for supervising appraiser endorsement (161-010-0085), application process (161-015-0000), form of application (161-015-0010), application from out-of-state credential holder (161-015-0025), submission of application (161-015-0030), scope of education (161-020-0005), qualifying education course content guidelines (161-020-0110), approval requirements for non pre-approved courses (161-020-0130), time requirements for education (161-020-0150), supervising appraisers (161-025-0025), appraiser assistants (161-025-0030, criminal background checks (161-030-0000), temporary registration of out-of-state appraisers (161-050-0000), and reciprocity (161-050-0050).

Rule Caption: Temporary rule removing references to applications and requirements for State Licensed Appraiser

Statutory Authority: ORS 183-355, ORS 674.305(7) and ORS 674.310

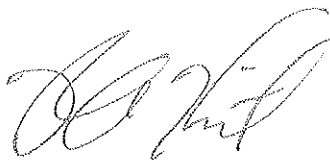
Other Authority: Title XI of the Federal Financial Reform, Recovery and Enforcement Act of 1989 (12 USC 3310 et seq.)

Stats. Implemented: ORS 674.310

Need for the Temporary Rule(s): ORS 674.305(7) authorizes the Board to adopt rules necessary for the administration of ORS Chapter 674. ORS 674.310(1) requires the Board to do all things necessary and convenient to carry into effect the provisions of Chapter 674, Oregon Revised Statutes and of the Federal Financial Institutions Reform, Recovery and Enforcement Act (FFIRREA) of 1989. Effective January 1, 2010 the Board no longer accepts applications for State Licensed Appraiser. These temporary rule amendments are necessary to remove references to acceptance of applications for State Licensed Appraiser, and education and experience requirements for State Licensed Appraiser, pending permanent rule review and adoption.

Documents Relied Upon, and where they are available: Chapters 674 and 183, Oregon Revised Statutes; the Federal Financial Institutions Reform, Recovery and Enforcement Act (FFIRREA) of 1989 and Guidelines thereto published by the Appraisal Subcommittee of the Federal Financial Institutions Examination Council. All are available online at their respective websites.

Justification of Temporary Rule(s): Temporary rule amendments are necessary to remove references to acceptance of applications for State Licensed Appraiser, and education and experience requirements for State Licensed Appraiser, pending permanent rule review and adoption.



Bob Keith

1-29-2010

Authorized Signer

Printed name

Date

**APPRAISER CERTIFICATION AND LICENSURE BOARD ADMINISTRATIVE RULES
(OAR Chapter 161)**

**DIVISION 10
LICENSURE AND CERTIFICATION REQUIREMENTS**

161-010-0010 Appraisers in Oregon and Renewal Procedures

- (1) There are three categories of appraisers in Oregon; state licensed appraiser, state certified residential appraiser, and state certified general appraiser.
- (2) Unlicensed/Uncertified individuals may assist in the preparation of an appraisal, but are not allowed to sign the appraisal report.
- (3) Appraisers in Oregon must demonstrate competency by meeting prerequisite and continuing education, testing, and experience requirements established by the Board.
- (4) All licenses and certificates are subject to renewal every two years on or before the last day of the license or certificate holder's birth month.
- (5) Each license or certificate may be renewed upon receipt of the renewal fee specified in OAR 161-003-0020, a complete renewal application that includes a current, recognizable, passport style color photograph of the applicant, evidence of the completion of continuing education requirements as provided in OAR 161-020-0150, and the fee. The completed application, fee, and evidence of continuing education requirements must be received in the Board office on or before the expiration date of the license to be considered timely. If the expiration date falls on a weekend or legal holiday, the renewal application must be received no later than 5:00 p.m. on the next business day following the date of expiration.
- (6) Renewal applications received after the expiration date and within one (1) year of the date of expiration shall be assessed a late fee in addition to the renewal fee. It is unlawful for any appraiser to engage in, carry on, advertise or purport to engage in or carry on real estate appraisal activity within this state after a license or certificate has expired and prior to properly renewing the expired license or certificate.
- (7) If an appraiser fails to renew their license or certificate within one year from the date of expiration, the status of the license or certificate becomes terminated and they must reapply [~~for licensure or certification~~] pursuant to OAR 161-010-0020 through 161-010-0055.
- (8) Licensees on active duty with the United States Armed Forces at the time of renewal may, upon written request to the Board, be provided a military deferral allowing for their otherwise complete application, including fee and evidence of continuing education, to be considered timely if received by the Board within 180 days of release from active duty.
- (9) Each licensee shall notify the Administrator within thirty (30) days of any disciplinary action imposed in any other state in which the person holds a license or certificate.

Stat. Auth.: ORS 674.305(8) & ORS 674.310

Stats. Implemented: ORS 674

Hist.: ACLB 4-1991(Temp), f. & cert. ef. 8-29-91; ACLB 8-1991(Temp), f. & cert. ef. 12-31-91; ACLB 2-1992, f. & cert. ef. 4-30-92; ACLB 1-1994, f. & cert. ef. 2-1-94; ACLB 1-1998, f. 6-24-98, cert. ef. 7-1-98; ACLB 1-2002, f. & cert. ef. 2-26-02

161-010-0020 Qualifying Appraiser Experience for Certification [~~and Licensure~~]

- (1) Areas of acceptable appraisal experience, as described in OAR 161-010-0025, may include but are not limited to the following:
 - (a) Fee Appraisal prepared by a state licensed or certified appraiser in conformance with USPAP;
 - (b) Staff Appraisal prepared in conformance with USPAP;
 - (c) Review Appraisal prepared in conformance with USPAP;
 - (d) Real Property Appraisal Consulting prepared in conformance with USPAP;
 - (e) Highest and Best Use Analysis prepared in conformance with USPAP;
 - (f) Assistance in preparation of appraisals as a registered appraiser assistant performing tasks as provided in OAR 161-025-0030.
- (2) All experience must have been obtained after January 30, 1989.
- (3) Experience being claimed as set forth in paragraphs (1)(c), (d) and (e) above, individually or combined, may not exceed more than 25 percent of the total required experience hours.

Stat. Auth.: ORS 674.305(8) & 674.310

**APPRAISER CERTIFICATION AND LICENSURE BOARD ADMINISTRATIVE RULES
(OAR Chapter 161)**

Hist.: ACLB 8-1991(Temp), f. & cert. ef. 12-31-91; ACLB 2-1992, f. & cert. ef. 4-30-92; ACLB 1-1994, f. & cert. ef. 2-1-94; ACLB 1-1995 f. & cert. ef. 2-1-95

161-010-0055 Prerequisite Experience and Education Requirements for State Licensed Appraisers

~~[As a prerequisite to taking the examination for licensure as a State Licensed Appraiser, an applicant shall present evidence satisfactory to the Administrator that the applicant has:~~

- ~~(1) At least 2,000 cumulative hours of acceptable appraisal experience. Cumulative hours must be acquired over at least twelve (12) months.~~
- ~~(2) Successfully completed not less than 150 classroom hours of acceptable appraisal courses as set forth in OAR 161-020-0110(2)(b). Included within these requirements, each applicant shall have successfully completed the 15-hour Appraisal Foundation's National USPAP Course, or its equivalent, within four (4) years preceding the date of application and have successfully passed an examination thereon.~~
- ~~(3) Effective January 1, 2010 the Board will no longer accept new applications for State Licensed Appraiser. Therefore, the education and experience requirements for State Licensed Appraiser will be moot.]~~

Stat. Auth.: ORS 674.305 & ORS 674.310

Stats. Implemented: ORS 674

Hist.: ACLB 2-1991(Temp), f. & cert. ef. 7-1-91; ; ACLB 5-1991(Temp), f. & cert. ef. 11-18-91; ACLB 7-1991, f. & cert. ef. 12-23-91; ACLB 1-1994, f. & cert. ef. 2-1-94; Renumbered from 161-010-0050 & 161-010-0060; ACLB 1-1998, f. 6-24-98, cert. ef. 7-1-98; ACLB 1-2002, f. & cert. ef. 2-26-02; ACLB 3-2003, f. & cert. ef. 5-1-03

161-010-0085 Pre-Requisite Experience and Education for Supervising Appraiser

Any licensee wishing to supervise a new appraiser assistant, must first apply for and receive a Supervising Appraiser Endorsement. In order to receive a Supervising Appraiser Endorsement, the applicant must:

- (1) be [licensed or] certified for a minimum of 24 months, be in good standing, and not be otherwise prohibited from supervising appraiser assistants. Effective January 1, 2010, State Licensed Appraisers may not supervise registered appraiser assistants and, therefore, are not eligible for a supervising appraiser endorsement.
- (2) attend a Board approved Supervising Appraiser/Appraiser Assistant Training Course and successfully pass the final exam prior to making application. A prior Supervising Appraiser/Appraiser Assistant Training Course and exam completed for purposes of registering as an appraiser assistant will not count towards obtaining a Supervising Appraiser Endorsement.
- (3) submit a completed Supervising Appraiser Endorsement application that includes the following:
 - (a) Non-refundable application fee as described on the application form; and
 - (b) Supervising Appraiser/Appraiser Assistant Training Course completion certificate.
- (4) Upon application approval, the Board will issue the applicant a Supervising Appraiser Endorsement that authorizes the applicant to act as a Supervising Appraiser pursuant to OAR 161-025-0025. The endorsement is valid from the date of issuance.
- (5) A Supervising Appraiser Endorsement may be suspended or revoked if the Board determines that the applicant has failed to directly supervise an Appraiser Assistant as required by OAR 161-025-0025.
- (6) The Board may also conduct assessments of appraisal work product after the Supervising Appraiser Endorsement is issued.
- (7) Any applicant may submit a written request to withdraw their application at any time prior to an official action being taken by the Board.

Stat. Auth.: OAR 183.355(1)(a), 674.305(7) & 674.310(2)

Stats. Implemented: ORS 674.305(7) & 674.310(2)

Hist.: ACLB 2-2006, f. & cert. ef. 7-26-06

**APPRAISER CERTIFICATION AND LICENSURE BOARD ADMINISTRATIVE RULES
(OAR Chapter 161)**

**DIVISION 15
APPLICATION AND EXAMINATION PROCESS**

161-015-0000 Application Process

Any person desiring to take an appraiser examination, must submit a completed pre-printed application evidencing completion of the required qualifying education and experience.

- (1) Applicants must list qualifying education courses by date, course provider, and classroom hours.
- (2) Applicants must submit documentation of course completion in the form of official transcripts, signed letters, or signed certificates of completion. Course outlines or other items may be requested to verify the prerequisite education.
- (3) Applicants must submit a pre-printed experience log which detail hours of appraisal experience claimed for credit. Such hours must meet the requirements of OAR 161-010-0035, or 161-010-0045, [~~161-010-0055,~~] as applicable.
- (4) The applicant may be required to submit an affidavit from an employer to verify experience claimed.
- (5) The applicant may also be required to submit some or all written reports or file memoranda claimed on the experience log.

Stat. Auth.: ORS 674.305(8) & 674.310

Hist.: ACLB 2-1991(Temp), f. & cert. ef. 7-1-91; ACLB 3-1991(Temp), f. & cert. ef. 8-29-91; ACLB 8-1991(Temp), f. & cert. ef. 12-31-91; ACLB 2-1992, f. & cert. ef. 4-30-92; ACLB 1-1994, f. & cert. ef. 2-1-94

161-015-0010 Form of Application

All appraiser and appraiser assistant applications must be submitted as prescribed in OAR 161-010-0080 or OAR 161-015-0000.

- (1) Where space does not permit an applicant to present her or his complete record of experience or education on the application forms, the applicant may duplicate the forms or attach appropriate addendum. All questions must be answered. All forms must be signed and dated.
- (2) An application shall be accompanied by a current, recognizable passport style photograph of the applicant.
- (3) Withholding information, misrepresentation, or submission of untrue or false statements as part of the application are deemed to demonstrate untrustworthiness and are cause for a civil penalty under ORS 674.850 and either denial of an application or subsequent disciplinary action.
- (4) The application must include the applicant's Social Security number for identification purposes as authorized by ORS 25.785 and will remain on file with the Board. Failure to provide a Social Security Number is grounds to deny an application.
- (5) An application and the application fee shall be valid for six (6) months from receipt by the Board. After six (6) months, the applicant must submit a new application with the appropriate fee.
- (6) An applicant for [~~license/~~]certificate shall have 6 months from the date of written notification of application approval to successfully pass the examination or the application shall be denied.

Stat. Auth.: ORS 674.305(8) & 674.310

Hist.: ACLB 4-1991(Temp), f. & cert. ef. 8-29-91; ACLB 1-1992(Temp), f. & cert. ef. 1-23-92; ACLB 2-1992, f. & cert. ef. 4-30-92; ACLB 4-1993(Temp), f. & cert. ef. 6-25-93; ACLB 1-1994, f. & cert. ef. 2-1-94

161-015-0025 Application from out-of-state credential holder

- (1) The Board may recognize and accept the education and experience of applicants who hold an active [~~license-or~~] certificate obtained from another state. The out-of-state [~~license-or~~] certificate must be active and the applicant must be in good standing in all states in which they are [~~licensed-or~~] certified.
- (2) All applicants shall be subject to a criminal background check.
- (3) The application must be submitted on a form prescribed by the Board.
- ~~[(4) Effective January 1, 2010, new applications for State Licensed Appraiser will no longer be accepted by the Board.]~~

161-015-0030 Submission of License or Certificate Application

**APPRAISER CERTIFICATION AND LICENSURE BOARD ADMINISTRATIVE RULES
(OAR Chapter 161)**

- (1) Each application must be accompanied by a non-refundable application fee.
- (2) An application that is not properly completed, does not contain all the required information, or is not accompanied by the required fee will be deferred. An application will also be considered incomplete if the check for payment of the required fees is dishonored;
- (3) The application will be reviewed to determine whether the applicant has sufficient education and experience and is otherwise qualified to sit for the examination;
- (4) An applicant who is not a resident of the State of Oregon must submit with the application, an irrevocable consent to service form appointing the Administrator of the Board as agent for service of process as provided in these rules, if, in an action against the applicant in a court of this state arising out of the applicant's activities as a licensed or certified appraiser, the plaintiff cannot, in the exercise of due diligence, effect personal service upon the applicant.
- (5) An applicant must be a citizen of the United States or have the legal authority to work in the United States.
- (6) An applicant who is actively [~~licensed or~~] certified in another state(s) must have successfully passed an AQB approved examination subsequent to January 1, 2008 or they will be required to take and pass the examination. The examination must be at a level consistent with the appraiser category applied for in the State of Oregon. The examination results must be sent directly from an AQB approved examination provider to the Board office.
- (7) Applicants for [~~licensure or~~] certification must have a license history submitted directly to the Board office from each state in which he or she has ever been licensed or certified, or the Board may obtain a National Registry Appraiser License History report. Applicants must be in good standing in all states in which they are [~~licensed or~~] certified or the application will be denied.
- (8) Upon application approval, if applicable, the applicant is notified that they are approved to sit for the examination. Upon successful completion of the examination, the Board will notify the appraiser and within one year of the notification, the applicant must submit the ACLB Certificate [~~or License~~] Request form with the appropriate [~~licensing/~~]certification and national registry fees, requesting that their [~~license/~~]certificate be issued. The Administrator issues the certificate [~~or license~~] to the applicant. The appraiser's name is submitted to the FFIEC Appraisal Subcommittee for inclusion on the Federal Registry.
- (9) Upon issuance of a [~~license or~~] certificate, consistent with the scope of practice as provided in OAR 161-025-0000[,], **and** 161-025-0005 [~~and 161-025-0010~~], the appraiser is authorized to conduct real estate appraisal activity between the date of the issuance of the [~~license or~~] certificate, and the [~~renewal~~] **expiration** date of the [~~license or~~] certificate, unless sooner revoked or suspended. No more than one [~~license or~~] certificate shall be issued and outstanding to, or in favor of, any appraiser at one time.
- (10) [~~Effective January 1, 2010, new applications for State Licensed Appraiser will no longer be accepted by the Board.~~
- (11) An applicant may submit a written request to withdraw their application at any time prior to an official action being taken by the board. An official action may include, but is not limited to, a notice of proposed denial of application.

Stat. Auth.: ORS 674.305(8) & ORS 674.310

Hist.: ACLB 4-1991(Temp), f. & cert. ef. 8-29-91; ACLB 8-1991(Temp), f. & cert. ef. 12-31-91; ACLB 2-1992, f. & cert. ef. 4-30-92; ACLB 1-1994, f. & cert. ef. 2-1-94; ACLB 1-1998, f. 6-24-98, cert. ef. 7-1-98; ACLB 2-1999, f. & cert. ef. 4-20-99

**APPRAISER CERTIFICATION AND LICENSURE BOARD ADMINISTRATIVE RULES
(OAR Chapter 161)**

DIVISION 20
EDUCATIONAL COURSES, REQUIREMENTS AND PROVIDERS

161-020-0005 Scope

This division outlines the requirements for qualifying [and continuing] education for [state-licensed,] state certified residential and state certified general appraisers; **continuing education for state licensed, state certified residential and state certified general appraisers;** and the **education** course and course provider requirements. Course providers that have obtained approval of their course(s) under the Appraisal Qualifications Board of the Appraisal Foundation (AQB) Course Approval Program may be recognized by the Administrator as having satisfied the requirements of this rule. The Administrator retains the right to review, modify, or reject a course which has received AQB approval.

Stat. Auth.: ORS 674.305(8) & 674.310

Hist.: ACLB 4-1992(Temp), f. & cert. ef. 1-23-92; ACLB 2-1992, f. & cert. ef. 4-30-92; ACLB 1-1994, f. & cert. ef. 2-1-94; Renumbered from 161-020-0000

161-020-0110 Qualifying Education Course Content Guidelines

(1) General Guidelines:

- (a) The course must be a real estate appraisal course that involves a minimum of fifteen classroom hours of instruction (including examination time) on acceptable topics;
- (b) The course must generally be broad in scope and must cover various principles, concepts, standards, practices and/or methods that are applicable generally to the performance of a wide range of appraisal assignments that will commonly be encountered by licensed or certified appraisers. The course must be intended to provide the student with a broad-based foundation of knowledge and skills in real estate appraising;
- (c) Coverage in a course of additional specific topics not listed as typical specific topics under the categories of acceptable courses will not exclude that course from consideration provided that:
 - (A) the principal focus of the course is not on such additional topics;
 - (B) the additional topics covered are appropriate (consistent with course learning objectives); and
 - (C) the course contains not less than fifteen classroom hours of instruction on acceptable topics. However, the course must still be consistent with the parameters described in these rules.
- (d) The section titled "Unacceptable Courses" in these rules describes specifically the categories of courses that are not acceptable as qualifying education under these rules;
- (e) Courses will be evaluated based on their content without regard to the course title;
- (f) The following factors shall be used to convert university, college, junior college and community college course credits into classroom hours:

- (A) One (1) semester credit equals fifteen (15) classroom hours
- (B) One (1) quarter credit equals ten (10) classroom hours.

(2) Qualifying Education Requirements for [~~Licensing and/or~~] Certification:

- (a) Only courses approved by the Administrator will be credited toward the education requirements. Approved courses have been assigned to curricula as follows:
 - (A) Basic Appraisal Principles;
 - (B) Basic Appraisal Procedures;
 - (C) Residential Market Analysis and Highest and Best Use;
 - (D) Residential Appraiser Site Valuation and Cost Approach;
 - (E) Residential Sales Comparison and Income Approaches;
 - (F) Residential Report Writing and Case Studies;
 - (G) Statistics, Modeling and Finance;
 - (H) Advanced Residential Applications and Case Studies;
 - (I) General Appraiser Market Analysis and Highest and Best Use;
 - (J) General Appraiser Sales Comparison Approach;

**APPRAISER CERTIFICATION AND LICENSURE BOARD ADMINISTRATIVE RULES
(OAR Chapter 161)**

- (K) General Appraiser Site Valuation and Cost Approach;
 - (L) General Appraiser Income Approach;
 - (M) General Appraiser Report Writing and Case Studies;
 - (N) The Appraisal Foundation's National USPAP Course or its equivalent;
 - (O) Elective courses.
- (b) ~~[For state licensed appraisers, courses in the following categories and credit hours must be completed with the successful passage of an examination, as specified in these rules:~~
- ~~(A) Course(s) on Basic Appraisal Principles (30 hours in not less than 15 hour increments);~~
 - ~~(B) Course(s) on Basic Appraisal Procedures (30 hours in not less than 15 hour increments);~~
 - ~~(C) Course(s) on Residential Market Analysis and Highest and Best Use (15 hours);~~
 - ~~(D) Course(s) on Residential Appraiser Site Valuation and Cost Approach (15 hours);~~
 - ~~(E) Course(s) on Residential Sales Comparison and Income Approaches (30 hours in not less than 15 hour increments);~~
 - ~~(F) Course(s) on Residential Report Writing and Case Studies (15 hours)~~
 - ~~(G) The Appraisal Foundation's National USPAP Course or its equivalent (15 hours).]~~
- ~~[(e)]~~ For state certified residential appraisers, courses in the following categories and credit hours must be completed with the successful passage of an examination, as specified in these rules:
- (A) Course(s) on Basic Appraisal Principles (30 hours in not less than 15 hour increments);
 - (B) Course(s) on Basic Appraisal Procedures (30 hours in not less than 15 hour increments);
 - (C) Course(s) on Residential Market Analysis and Highest and Best Use (15 hours);
 - (D) Course(s) on Residential Appraiser Site Valuation and Cost Approach (15 hours);
 - (E) Course(s) on Residential Sales Comparison and Income Approaches (30 hours in not less than 15 hour increments);
 - (F) Course(s) on Residential Report Writing and Case Studies (15 hours);
 - (G) Course(s) on Statistics, Modeling and Finance (15 hours);
 - (H) Course(s) on Advanced Residential Applications and Case Studies (15 hours);
 - (I) Electives (20 hours);
 - (J) The Appraisal Foundation's National USPAP Course or its equivalent (15 hours).
- ~~[(d)c]~~ For state certified general appraisers, courses in the following categories and credit hours must be completed with the successful passage of an examination, as specified in these rules:
- (A) Course(s) on Basic Appraisal Principles (30 hours in not less than 15 hour increments);
 - (B) Course(s) on Basic Appraisal Procedures (30 hours in not less than 15 hour increments);
 - (C) Course(s) on General Appraiser Market Analysis and Highest and Best Use (30 hours in not less than 15 hour increments);
 - (D) Course(s) on Statistics, Modeling and Finance (15 hours);
 - (E) Course(s) on General Appraiser Sales Comparison Approach (30 hours in not less than 15 hour increments);
 - (F) Course(s) on General Appraiser Site Valuation and Cost Approach (30 hours in not less than 15 hour increments);
 - (G) Course(s) on General Appraiser Income Approach (60 hours in not less than 15 hour increments);
 - (H) Course(s) on General Appraiser Report Writing and Case Studies (30 hours in not less than 15 hour increments);
 - (I) Electives (30 hours in not less than 15 hour increments);
 - (J) The Appraisal Foundation's National USPAP Course or its equivalent (15 hours).
- (3) Acceptable Courses. Listed below are the categories of courses that are acceptable under these rules:

**APPRAISER CERTIFICATION AND LICENSURE BOARD ADMINISTRATIVE RULES
(OAR Chapter 161)**

(a) Courses on Basic Appraisal Principles (30 hours). A course(s) in this category must be broad in scope and focus on basic real estate appraisal concepts, principles, and methods that are applicable generally to the appraisal of most types of real estate. Basic Appraisal Principles courses would substantially include the following specific topics:

- (A) Real Property Concepts and Characteristics:
 - (i) Basic Real Property Concepts;
 - (ii) Real Property Characteristics;
 - (iii) Legal Description.
- (B) Legal Consideration:
 - (i) Forms of Ownership;
 - (ii) Public and Private Controls;
 - (iii) Real Estate Contracts;
 - (iv) Leases.
- (C) Influences on Real Estate Values:
 - (i) Governmental;
 - (ii) Economic;
 - (iii) Social;
 - (iv) Environmental, Geographic and Physical.
- (D) Types of Value:
 - (i) Market Value;
 - (ii) Other Value Types.
- (E) Economic Principles:
 - (i) Classical Economic Principles;
 - (ii) Application and Illustrations of the Economic Principles.
- (F) Overview of Real Estate Markets and Analysis:
 - (i) Market Fundamentals, Characteristics, and Definitions;
 - (ii) Supply Side Analysis;
 - (iii) Demand Analysis;
 - (iv) Use of Market Analysis;
- (G) Ethics and How They Apply in Appraisal Theory and Practice

(b) Courses on Basic Appraisal Procedures (30 hours). A course(s) in this category must be broad in scope and focus on basic real estate appraisal procedures that are applicable generally to the appraisal of most types of real estate. Basic Appraisal Procedures courses would substantially include the following specific topics:

- (A) Overview of Approaches to Value;
- (B) Valuation Procedures:
 - (i) Defining the Problem;
 - (ii) Collecting and Selecting Data;
 - (iii) Analyzing;
 - (iv) Reconciling and Final Value Opinion;
 - (v) Communicating the Appraisal.
- (C) Property Description:
 - (i) Geographic Characteristics of the Land/Site;
 - (ii) Geologic Characteristics of the Land/Site;
 - (iii) Location and Neighborhood Characteristics;
 - (iv) Land/Site Considerations for Highest and Best Use;
 - (v) Improvements- Architectural Styles and Types of Construction.
- (D) Residential Applications.

(c) Courses on Residential Market Analysis and Highest and Best Use (15 hours) that would substantially include the following specific topics:

- (A) Residential Markets and Analysis:
 - (i) Market Fundamentals, Characteristics and Definitions;
 - (ii) Supply Side Analysis;

**APPRAISER CERTIFICATION AND LICENSURE BOARD ADMINISTRATIVE RULES
(OAR Chapter 161)**

- (iii) Demand Analysis;
 - (iv) Use of Market Analysis.
 - (B) Highest and Best Use:
 - (i) Test Constraints;
 - (ii) Application of Highest and Best Use;
 - (iii) Special Considerations;
 - (iv) Market Analysis;
 - (v) Case Studies.
- (d) Courses on Residential Appraiser Site Valuation and Cost Approach (15 hours) that would substantially include the following specific topics:
 - (A) Site Valuation:
 - (i) Methods;
 - (ii) Case Studies.
 - (B) Cost Approach:
 - (i) Concepts and Definitions;
 - (ii) Replacement/Reproduction Cost New;
 - (iii) Accrued Depreciation;
 - (iv) Methods of Estimating Accrued Depreciation;
 - (v) Case Studies.
- (e) Courses on Residential Sales Comparison and Income Approaches (30 hours) that would substantially include the following specific topics:
 - (A) Valuation Principles & Procedures - Sales Comparison Approach;
 - (B) Valuation Principles & Procedures - Income Approach;
 - (C) Finance and Cash Equivalency;
 - (D) Financial Calculator Introduction;
 - (E) Identification, Derivation and Measurement of Adjustments;
 - (F) Gross Rent Multipliers;
 - (G) Partial Interests;
 - (H) Reconciliation;
 - (I) Case Studies and Applications.
- (f) Courses on Residential Report Writing and Case Studies (15 hours) that would substantially include the following specific topics:
 - (A) Writing and Reasoning Skills;
 - (B) Common Writing Problems;
 - (C) Form Reports;
 - (D) Report Options and USPAP Compliance;
 - (E) Case Studies.
- (g) Courses on Statistics, Modeling and Finance (15 hours) that would include the following specific topics:
 - (A) Statistics;
 - (B) Valuation Models (AVM's and Mass Appraisal);
 - (C) Real Estate Finance.
- (h) Courses on Advanced Residential Applications and Case Studies (15 hours) that would substantially include the following specific topics:
 - (A) Complex Property, Ownership and Market Conditions;
 - (B) Deriving and Supporting Adjustments;
 - (C) Residential Market Analysis;
 - (D) Advanced Case Studies.
- (i) Courses on General Appraiser Market Analysis and Highest and Best Use (30 hours) that would substantially include the following specific topics:
 - (A) Real Estate Markets and Analysis:
 - (i) Market Fundamentals, Characteristics and Definitions;
 - (ii) Supply Side Analysis;

