

NEBRASKA REAL PROPERTY APPRAISER CONTINUING EDUCATION REQUIREMENTS

Effective August 31, 2023

Real Property Appraiser Credential Renewal

All current credentials issued under the Nebraska Real Property Appraiser Act, other than temporary permits, will remain in effect until December 31 of the designated year. The application for renewal, along with evidence of continuing education completion (if applicable), and two copies of legible ink-rolled fingerprint cards or equivalent electronic fingerprint submissions (if requested) is due to the Board's office no later than November 30 of the designated year. The entire two-year continuing education period is required to be satisfactorily completed prior to renewing a credential for a two-year period.

Please note the following:

- The two-year continuing education period for a new real property appraiser credentialed prior to July 1 commences on the date of initial credentialing and is completed on December 31 of the following year. The two-year continuing education period for a new real property appraiser credentialed on or after July 1 commences January 1 of the year following the date of initial credentialing. Beginning January 1, 2022, for a new real property appraiser credential holder credentialed through reciprocity who held a valid credential of the same class to engage in real property appraisal practice under the laws of another jurisdiction on January 1 of the year in which the credential was issued by the Nebraska Real Property Appraiser Board, the two-year continuing education period for a new real property appraiser credentialed prior to July 1 commences on January 1 of the year in which the credential was issued by the Nebraska Real Property Appraiser Board and the two-year continuing education period for a new real property appraiser credentialed on or after July 1 commences January 1 of the year following the date of initial credentialing. Only the application for renewal is due to the Board's office by November 30 for any credential holder awarded his or her credential during the current year.
- If a credential holder is in the first year of his or her continuing education cycle and he or she was required to complete the 7-Hour USPAP Update Course before December 31 of the year in which he or she is submitting a renewal application, he or she is required to submit a copy of the certificate of completion for the 7-Hour USPAP Update Course with a renewal application, or through the Education Submission Portal in Appraiser Login in the year in which the course was required (if not previously submitted to and approved by the NRPAB).

If all required information is not received at the Board's office postmarked by November 30, 2023 for paper real property appraiser renewal applications, or date stamped by November 30, 2023 for online real property appraiser renewal applications, a credential holder will have until July 1, 2024 to meet the requirements. A late processing fee of \$25.00 will be assessed for each month or portion of a month the credential is not renewed beginning on December 1, 2023. If a credential holder obtained his or her credential at the current level on or after November 1, 2023, the late processing fee does not apply until January 1, 2024. With the exception of a credential holder who obtained his or her credential at the current level after November 30, 2023, but before January 1, 2024, all paper real property appraiser renewal applications received postmarked after November 30, 2023, and all online real property appraiser renewal applications received date stamped after November 30, 2023, will be subject to executive and/or Board review. If an application is incomplete, or the required continuing education documentation has not been provided to the Board, the application will not be processed. An application not processed for any reason may be returned.

The Board may adopt a program of continuing education for individual credentials as long as the program is compliant with the Appraiser Qualifications Board's criteria specific to continuing education.

The Education Activity Search (link located at the top of the home page of the Board's website at <https://appraiser.ne.gov/>) can be used to find distance and classroom activities approved by the Board to meet the continuing education requirements.

More detailed information regarding continuing education requirements is found in Nebraska Revised Statutes §§ 76-2218, 76-2233.02, and 76-2236, and in Title 298 NAC, Chapter 1, § 001.05-001.11, Chapter 4, § 001, and Chapter 6. Go to <https://appraiser.ne.gov/>, select Laws, Regulations, and Guidance Documents in the box on the right side of the page. For the Nebraska Revised Statutes, select Nebraska Appraiser and AMC Laws, then select Nebraska Real Property Appraiser Act – Effective April 19, 2022 (pdf). For Title 298, select Rules and Regulations, then select State of Nebraska Title 298 - Nebraska Administrative Code Effective June 5, 2023 (pdf) Nebraska Real Property Appraiser Board.

Continuing Education Hours

1. A credential holder is required to satisfactorily complete at least 28 hours of continuing education during his or her designated two-year continuing education period.
2. The required continuing education hours, with the exception of the 7-Hour USPAP Update Course, may be completed at any time during the two-year continuing education period.
3. Each Continuing Education activity is required to be at least 2 hours in length (1 hour = 50 minutes of course instruction).

Distance Continuing Education

1. All 28 hours of continuing education, including the 7-Hour USPAP Update Course, may be taken through distance education.
2. All distance education activities are required to conform with AQB criteria pertaining to distance education delivery.

Approved Continuing Education Activities

1. All continuing education activities, with the exception of those completed in another jurisdiction, are required to be approved by the Board,.
2. Continuing education credit will be awarded for any education activities sponsored or conducted by the Board.
3. Continuing education credit will be awarded for any qualifying education taken to fulfill the class-hour requirement to upgrade to a higher classification, and continuing education credit will be awarded for any qualifying education taken not to fulfill the class-hour requirement to upgrade to a higher classification if examination is completed.
4. No more than fourteen hours may be awarded as continuing education in each two-year continuing education period for participation, other than as a student, in appraisal educational processes and programs, which includes teaching, program development, authorship of textbooks, or similar activities that are determined by the Board to be equivalent to obtaining continuing education. No preapproval will be granted for participation in appraisal educational processes or programs.
5. Continuing education credit will be awarded for any Board-approved supervisory appraiser and trainee course successfully completed by a certified real property appraiser for approval as a supervisory appraiser no more than once during each two-year continuing education period.
6. Any continuing education activity must contribute to a credential holder's development of real property appraiser related skill, knowledge, and competency in any one or more of the following subjects:
 - a. Real property appraisal practice,
 - b. Valuation methodology and/or techniques,
 - c. Market fundamentals, characteristics, conditions, and analysis,
 - d. Real property concepts, characteristics, and analysis,

- e. Communication,
 - f. Arbitration, dispute resolution,
 - g. Ethics and standards of professional practice, USPAP,
 - h. Valuation bias, fair housing, and/or equal opportunity,
 - i. Land use planning, zoning,
 - j. Management, leasing, timesharing,
 - k. Property development, partial interests,
 - l. Real estate law, easements, and legal interests,
 - m. Real estate litigation, damages, condemnation,
 - n. Real estate financing and investment,
 - o. Real property appraisal-related computer applications,
 - p. Real estate securities and syndication,
 - q. Seller concessions and impact on value, and/or
 - r. Energy-efficient items and “green building” appraisals
7. Except for the 7-Hour USPAP Update Course and any activity approved by the Board on an annual basis in which the content changes on an annual basis, any education activity of the same content, or in the opinion of the Board is indistinguishable in content, cannot be used towards meeting the continuing education requirements within the same two-year continuing education period.
 8. The 7-Hour USPAP Update Course or the 7-hour Instructor Recertification course is required to be completed at least once every two years from the time the course was last completed (e.g., 7-Hour USPAP Update Course taken July 1, 2020. Two years from this date is July 1, 2022. 7-Hour USPAP Update Course is required to be completed before January 1, 2023). The 4-hour Instructor Recertification course does not fulfill the 7-hour USPAP Update Course requirement.
 9. Continuing education credit will be awarded for participation, other than as a student, in appraisal education processes and programs. Evidence is required to include a written description of the process or program and the credential holder’s participation, along with any documents supporting the credential holder’s participation, which may include, but is not limited to, documentation showing hours of instruction and evidence of activity offering, program documents developed by the credential holder with evidence supporting credential holder’s participation, and/or credit awarded for authorship or participation in publication.
 10. Any education activity successfully completed to make up a deficiency of the continuing education requirements in a two-year continuing education period may not be used toward the continuing education requirements in the subsequent continuing education period.

Continuing Education Activities Completed in Another Jurisdiction

1. Classroom continuing education activities completed in another jurisdiction may be accepted by the Board if the activity is approved by the appraiser credentialing authority in that jurisdiction as continuing education. Continuing education activities completed by distance education, but not approved by the Board, must be approved by the appraiser credentialing authority in the jurisdiction in which the credential holder is a legal resident, or approved as continuing education by a jurisdiction in which the real property appraiser is credentialed as verified through the Appraiser Registry of the Appraisal Subcommittee of the Federal Financial Institutions Examination Council.
2. All activities are required to meet the continuing education requirements of Nebraska to be accepted by the Board.
3. A Nebraska credentialed real property appraiser is required to furnish a document of completion for the course that affirms successful completion of the activity.

Submitting Completion Documents for Continuing Education Credit in Appraiser Login

When an appraiser submits evidence of completion of an education activity through Appraiser Login for credit, Board staff receive a notice to review the activity (evidence of completion may be submitted at any time). Staff may choose to approve the activity, deny the activity, or hold decision on the activity. The appraiser receives an email from ocio.nrabNoReply@nebraska.gov, Subject: Completed Activity Certificate Review, that indicates that the request for education credit for the activity was approved, denied, or another action was taken. The message will also include the reason for the action, and any steps required by the appraiser to resolve the matter (if applicable).

Once an education activity submission is approved, and the appraiser receives an approval email, the activity appears on the “Education for Current CE Period” log. There is also a hyperlink at the bottom of this section to show all education history for activities submitted and approved through the Education Submission Portal. Please note that the education history prior to the implementation of the portal is no longer in the system.

Log into Appraiser Login, click the “Education” button, then click the blue “Upload Completed Activity Certificate for Approval” button:

Nebraska Real Property Appraiser Continuing Education Requirements
 CE Period: 2020-2021
 7-Hour USPAP Update (Required every two years): 2023
 CE Hours Remaining: 14

Upload Completed Activity Certificate for Approval

Education for Current CE Period								
Name ↕	Number ↕	Hours	Provider Name ↕	Activity Completed Date ↕	CE Period ↕	Approved Date ↕	Status ↕	Education Type ↕
2018-2019 7-Hour Equivalent USPAP Update	2182132	7	Moore Group	02/02/2021	2020-2021	02/02/2021	Approved	
Appraisal of Land Subject to Ground Leases	2142448	7	McKissock	03/24/2021	2020-2021	03/24/2021	Approved	

[Education History](#)

Enter the education activity by searching for and selecting the provider name first, and then the activity name. After selecting the activity, enter the date on which the activity was completed and upload a copy of the evidence of completion document. The Education Activity Number is not required. If you have difficulty submitting an activity or you can’t find the provider or activity name, submit the activity as “Out of State.”

To submit continuing education activities completed in another jurisdiction, check the “Out of State” box, enter the date on which the activity was completed, and upload the evidence of completion.

Add Activity

Provider:

Activity:

Select Provider first, then Activity.

Provider and Activity are disabled if Out of State is selected.

Date Activity Completed:

Out of State:

Upload Certificate:

[Return to your Profile](#)

For questions about or problems with the Education Submission Portal, contact the Board’s office by email at nrpab.education@nebraska.gov, or by phone at 402-471-9015.

Evidence of completion of education activities received by mail, email, or fax will be entered by Board staff, and will appear in the Education for Current CE Period and Education History sections of the education page in Appraiser Login. The appraiser will receive an email from ocio.nrabNoReply@nebraska.gov, Subject: Completed Activity Certificate Review.

- Mail: NRPAB, PO Box 94963, Lincoln NE 68509-4963 (street address: 301 Centennial Mall South, First Floor, Lincoln NE 68509-4963)
- Email: nrpab.education@nebraska.gov
- Fax: 402-471-9017