



Memo from the Board to Nebraska Real Property Appraisers

October 2012

CHANGES TO THE APPRAISER CREDENTIALING RENEWAL PROCESS

By Tyler Kohtz, Director

The Nebraska Real Property Appraiser Board has been implementing many changes to increase operation efficiency. With appraiser credentialing renewals coming up, the Board would like to remind you of the requirements for renewal, and inform you of changes to the credentialing renewal process.

All current credentials issued under the Real Property Appraiser Act, other than temporary permits, shall remain in effect until December 31, 2012, and all applications for renewal, along with evidence of continuing education completion for Nebraska resident appraisers, are due to the Board's office no later than November 30, 2012. If all requirements for renewal are not met by November 30, 2012, you will have until July 1, 2013 to meet the requirements. A late renewal fee of \$25 will be assessed for each month or portion of a month the credential is not renewed.

To qualify for renewal of a credential, a resident credential holder must satisfactorily complete at least 28 hours of continuing appraisal education during their designated two year renewal period. At any time during the two-year continuing education period, the credential holder may complete all or part of the required education hours. The entire two-year continuing education period must be satisfactorily completed prior to renewing a credential for a two-year period. If you take a continuing education course in another jurisdiction, you must provide evidence to the Board that the course is accepted as appraiser education in that jurisdiction.

Board Members

Chairman of the Board

Bradford K. Moore, Lincoln
Certified General Appraiser
Licensed Real Estate Broker Rep
Term Expires: January 1, 2013

Vice Chairman of the Board

Philip R. Barkley, North Platte
Certified Residential Appraiser
3rd District Representative
Term Expires: January 1, 2015

Board Member

Eldon J. Terrell, Bellevue
Financial Institutions Rep
Term Expires: January 1, 2014

Board Member

Thomas W. Kubert, Lincoln
Certified General Appraiser
1st District Representative
Term Expires: January 1, 2016

Board Member

Marc Woodle, Omaha
Certified General Appraiser
2nd District Representative
Term Expires: January 1, 2017



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Although 28 hours of continuing education are required during the two year period, some of those hours must meet specific requirements. All Nebraska credentialed appraisers must complete the 7-Hour USPAP Update Course every two years, and a Board approved 7-Hour Report Writing and Case Studies Course every four years. If you took the 7-Hour USPAP Update Course in 2011, you will be required to complete the course again in 2013, and if you took the 7-Hour Report Writing and Case Studies Course in 2010, you will be required to complete the course again in 2014. *Remember to check your completed continuing education courses, and also when your next 7-Hour USPAP Update Course and 7-Hour Report Writing and Case Studies Course is due through Appraiser Login.*

In order for reciprocal credential holders to qualify for renewal of their credential, they must hold a current credential and be in good standing in their jurisdiction of residency. Reciprocal credential holders must also have met that jurisdiction's latest continuing education requirements.

The 2013-14 Renewal Application will not be mailed to each credentialed appraiser this year as in years past. Instead, you will receive a postcard notification that you must renew your credential, which will also include the directions for renewing your credential. The 2013-14 Renewal Application will be found on the Board's website located at www.appraiser.ne.gov. A fillable PDF version of the 2013-14 Renewal Application will open when the "Renewal Application" hyperlink found under the heading "Links" on the right hand side of the page is selected. The completed application, along with any required documentation and fees, must be mailed to the Board's office.

Once your application is received at the Board's office, and is processed by board staff, you will be notified by postcard that you have met the requirements for renewal of your real property appraiser credential. You will also be directed to print a copy of your new pocket card through Appraiser Login. If you have not met the requirements for renewal of your credential, you will receive a letter from the Board outlining your deficiencies and explaining the next step.

The Board is currently working with the Office of the Chief Information Officer to complete programing for this change in the renewal process. On October 15, 2012, renewal notices will be mailed and the 2013-14 Renewal Application will be available on the Board's website. If you have any questions concerning the renewal process, please contact the Board's office at 402-471-9015, or email NRPAB at kirsten.casburn@nebraska.gov.