



New Jersey Office of the Attorney General

Division of Consumer Affairs

State Real Estate Appraisers Board

124 Halsey Street, 3rd Floor, Newark, NJ 07102

www.njconsumeraffairs.gov/real/



Appraiser Certification/Licensure Application Instructions

1. Please review the Examination eligibility requirements attached hereto. The education requirements must be satisfied prior to being approved by the Board to sit for the exam.
2. Please type or print clearly. Your application must be signed and notarized.
3. Each question must be filled out in its entirety. Questions not applicable should be so indicated by entering "N/A".
4. If additional space is required for any of the questions, attach additional pages using the same format as the space provided.
5. Applicants are required to submit along with the application copies of any transcripts, course completion certificates and the AQB course tracking worksheet, as well as a completed log form of appraisal experience.
6. Your completed application will be reviewed by the State Real Estate Appraisers Board and, if approved, you will be notified of the time, location and cost of the examination.
7. Incomplete applications will be returned and cause delays in your application review and examination scheduling process.
8. Your completed application along with a non-refundable check or money order made payable to the State Real Estate Appraiser Board (application fees are listed on the Appraiser Certification/Licensure Application) should be forwarded to:

**State of New Jersey
Department of Law & Public Safety
Division of Consumer Affairs
State Real Estate Appraisers Board
P.O. Box 45032
Newark, New Jersey 07101**

The information requested on this application is required pursuant to the Real Estate Appraisers Act. P.L.1991, Chapter 68 and the rules promulgated thereto

Licensed Residential Real Property Appraiser

The Licensed Residential Real Property Appraiser credential applies to the appraisal of non-complex one to four residential units having a transaction value less than \$1,000 and complex one to four residential units having a transaction value less than \$250,000.

Complex one to four family residential property appraisal means one in which the property to be appraised, the form of ownership or the market conditions are a typical.

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For non-federally related transaction appraisals, transaction value shall mean market value. The classification includes the appraisal of vacant or unimproved land that is utilized for one to four family purposes or for which the highest and best use is for one to four family purposes. It does not include the appraisal of subdivisions for which a development analysis/appraisal is necessary. All Licensed Residential Real Property Appraisers must comply with the Competency Rule of USPAP.

An applicant for the Licensed Residential Real Property Appraiser credential must:

- Complete 150 classroom hours of appraisal education as specified in the Core Curriculum including the 15-hour National USPAP Course.
- Obtain 2,000 hours of appraisal experience in no fewer than 12 months.
- Successfully pass the AQB approved Licensed Residential Real Property Appraiser exam.

Certified Residential Real Property Appraiser

The Certified Residential Real Property Appraiser credential applies to the appraisal of one to four residential units without regard to value or complexity. This includes the appraisal of vacant or unimproved land that is utilized for one to four family purposes or for which the highest and best use is for one to four family purposes. It does not include the appraisal of subdivisions for which a development analysis/appraisal is necessary. All Certified Residential Real Property appraisers must comply with the Competency Rule of USPAP.

An applicant for the Certified Residential Real Property Appraiser credential must:

- Hold an Associate degree, or higher, from an accredited college, junior college, community college, or university. In lieu of the Associate degree, an applicant may have 21 semester credit hours or its equivalent in the following collegiate subject matter courses: English Composition, Principles of Economics (Micro or Macro), Finance, Algebra, Geometry or higher mathematics, Statistics, Introduction to Computers-Word processing/spreadsheets and Business or Real Estate Law.
- Complete 200 classroom hours of appraisal education as specified in the Core Curriculum, including the 15-Hour National USPAP Course.
- Obtain 2,500 hours of appraisal experience in no fewer than 24 months.
- Successfully pass the AQB approved certified Residential Real Property Appraiser exam.

Certified General Real Property Appraiser

The Certified General Real Property Appraiser credential qualifies the appraiser to appraise all types of property. The Certified General Appraiser must comply with the Competency Rule of USPAP.

An applicant for the Certified General Real Property Appraiser credential must:

- Hold a Bachelors degree from an accredited college or university. In lieu of the Bachelors degree, an applicant may have 30 semester credit hours or its equivalent in the following collegiate level subject matter courses: English Composition, Micro Economics, Macro Economics, Finance, Algebra, Geometry or higher mathematics, Statistics, Introduction to Computers-Word processing/spreadsheets, Business or Real Estate Law and two elective courses in accounting, geography, ageconomics, business management or real estate.

- Complete 300 classroom hours of appraisal education as specified in the Core Curriculum, including the 15-Hour National USPAP Course.
- Obtain 3,000 hours of appraisal experience in no fewer than 30 months.
- Successfully pass the AQB approved certified General Real Property Appraiser exam.

a. Experience Required

- Applicants for the residential license must accumulate 2,000 hours of appraisal experience in no fewer than 12 months.
- Applicants for residential certification must accumulate 2,500 hours of appraisal experience in no less than 24 months.
- Applicants for general certification must accumulate 3,000 hours of appraisal experience in no less than 30 months. A minimum of (1,500 hours) of the required experience must be in non-residential appraisal work.
- If requested, experience documentation in the form of reports or file memoranda must be made available to support the claim for experience. All candidates are required to submit a log of their experience.
- A minimum of three appraisal reports will be selected from the log to be submitted for Board review. The reports must demonstrate competence and conformance to the Uniform Standards of Professional Appraisal Practice.

b. Acceptable Appraisal Experience

Subject to Board Approval - Acceptable appraisal experience includes, but is not limited to, the following:

Fee and Staff appraisal; ad valorem tax appraisal; review appraisal; appraisal analysis; real estate counseling; highest and best use analysis; feasibility analysis/study.