

Wisconsin Department of Safety and Professional Services

Mail To: P.O. Box 8935
Madison, WI 53708-8935

FAX #: (608) 267-1809
Phone #: (608) 266-2112

1400 E. Washington Avenue
Madison, WI 53703

E-Mail: web@dps.wi.gov
Website: http://dps.wi.gov

OFFICE OF EDUCATION AND EXAMINATIONS

REAL ESTATE APPRAISER COURSE AND INSTRUCTOR APPROVAL

Please refer to Instructions for Application of Approval of Real Estate Appraiser's Qualifying and Continuing Education Program (Form #2940) before filling out this form.

NOTE: If your course is approved by the Appraiser Qualification Board, you do not have to apply for approval.

It is the responsibility of the provider to monitor attendance at the beginning and end of the program and to furnish each participant written evidence of having completed the program. Course providers shall retain records of attendance for a period of five years.

Check one: Initial Course Approval - 2008 Core Curriculum for qualifying education
 Continuing Education

1. Name of Course Provider _____

2. Mailing Address _____
(Street)

(City) (State) (Zip)

3. Contact Name & Job Title _____

4. Phone _____ Email _____

5. Course Title _____

6. Name of Instructor _____

ATTACH A COPY OF INSTRUCTOR'S RESUME WITH THIS APPLICATION

7. Number of Classroom Hours _____ Is an examination required? _____

8. Is the course IDECC approved? Yes No (Submit proof of approval)

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9. 2008 CORE CURRICULUM MODULE FOR QUALIFYING EDUCATION

Record hours in each subject below and attach a course syllabus and timed course content outline.

BASIC APPRAISAL PRINCIPLES (30 hrs)	HOURS	THE 15-HOUR NATIONAL USPAP COURSE OR ITS EQUIVALENT (15 hrs)	HOURS
Real Property Concepts and Characteristics		Preamble and Ethics Rules	
Basic Real Property Concepts			
Real Property Characteristics		Standard 1	
Legal Description (Physical)		Standard 2	
Legal Consideration		Standards 3 to 10	
Forms of Ownership		Statements and Advisory Opinions	
Public and Private Controls		Examination	
Real Estate Contracts			
Leases			
Influences on Real Estate Values			
Governmental		RESIDENTIAL MARKET ANALYSIS AND HIGHEST AND BEST USE (15 hrs)	HOURS
Economic		Residential Markets and Analysis	
Social		Market Fundamentals, Characteristics and Definitions	
Environmental, Geographic and Physical		Supply Analysis	
Types of Value		Demand Analysis	
Market Value		Use of Market Analysis	
Other Value Types		Highest and Best Use	
Economic Principles		Test Constraints	
Classic Economic Principles		Application of Highest and Best Use	
Application and Illustrations of the Economic Principles		Special Considerations	
		Market Analysis	
		Case Studies	
Overview of Real Estate Markets and Analysis			
Market Fundamentals, Characteristics and Definitions		Examination	
Supply Analysis			
Demand Analysis		RESIDENTIAL APPRAISER SITE VALUATION AND COST APPROACH (15 hrs)	HOURS
Use of Market Analysis		Site Valuation	
Ethics and How They Apply In Appraisal Theory and Practice		Methods	
		Case Studies	
Examination		Cost Approach	
		Concepts and Definitions	
BASIC APPRAISAL PROCEDURES (30 hrs)	HOURS	Replacement/Reproduction Cost New	
Overview of Approaches to Value		Accrued Depreciation	
		Methods of Estimating Accrued Depreciation	
Valuation Procedures		Case Studies	
Defining the Problem			
Collecting and Selecting Data		Examination	
Analyzing			
Reconciling and Final Value Opinion		RESIDENTIAL REPORT WRITING AND CASE STUDIES (15 hrs)	HOURS
Communicating the Appraisal		Writing and Reasoning Skills	
Property Description			
Geographic Characteristics of the Land/Site		Common Writing Problems	
Geologic Characteristics of the Land/Site			
Location and Neighborhood Characteristics		Form Reports	
Land/Site Considerations for Highest and Best Use			
Improvements - Architectural Styles and Types of Construction		Report Options and USPAP Compliance	
		Case Studies	
Residential Applications		Examination	
Examination			

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10. CONTINUING EDUCATION

ATTACH A COURSE SYLLABUS AND TIMED COURSE CONTENT OUTLINE

Continuing Education Required Subject Area (indicate number of hours below):	Hours
1) Appraisal standards and ethics (AQB-approved USPAP course of 7 hours)	
2) Ad Valorem Taxation	
3) Arbitration	
4) Business courses related to practice of real estate appraisal	
5) Construction estimating	
6) Ethics & standards of professional practice	
7) Land use planning, zoning & taxation	
8) Management, leasing brokerage, timesharing	
9) Property development	
10) Real estate appraisal (valuations/evaluations)	
11) Real estate law	
12) Real estate litigation	
13) Real estate financing & investment	
14) Real estate appraisal related computer applications	
15) Real estate securities & syndication	
16) Real property exchange	

11. _____
 Signature and Title of person completing application _____
Date