

193F—4.1(543D) Qualifications to register as an associate appraiser.**4.1(1) Education.**

a. A person applying for registration as an associate appraiser shall, at a minimum, satisfactorily complete all AQB-approved, qualifying education courses required under the current AQB criteria specifying educational standards applicable for registration as an associate residential appraiser or associate general appraiser. Each required course must be completed before the person can obtain an associate credential.

b. The initial qualifying education must be completed no more than five years prior to the date of application. Credit toward all or part of the core criteria qualifying education requirements in this rule may also be obtained via the completion of a degree in real estate from an accredited degree-granting college or university, provided that the college or university has had its curriculum reviewed and approved by the AQB and so long as the degree was granted no more than five years prior to the date of application.

4.1(2) Training. Prior to registration as an associate, a person must complete a course that complies with the specifications for course content established by the AQB specifically oriented to the requirements and responsibilities of supervisory appraisers and associate appraisers. The course must be completed before the person can obtain an associate credential. This course cannot be applied toward the required hours of qualifying or continuing education.

4.1(3) Background check. A state and national criminal history check shall be performed on any new associate appraiser. The applicant shall authorize release of the results of the criminal history check to the board. If the criminal history check was not completed within 180 calendar days prior to the date the license application is received by the board, the board may perform a new state and national criminal history check or may reject and return the application to the applicant.

4.1(4) Supervision. An applicant must obtain the services of a certified appraiser who meets the supervisor qualification criteria in rule 193F—15.3(543D).

4.1(5) Application form. After completing the education, training, background check, and obtainment of a supervisor outlined in subrules 4.1(1) to 4.1(4), a person applying for registration as an associate appraiser shall apply for registration. A sufficient application within the meaning of Iowa Code section 17A.18(2) must:

- a.* Be on a form and in the manner prescribed by the board;
- b.* Be signed by the applicant and supervisor(s), be certified as accurate, or display an electronic signature by the applicant and supervisor(s) if submitted electronically;
- c.* Be fully completed;
- d.* Reflect, on its face, full compliance with all applicable qualifying education requirements including the supervisory appraiser/trainee appraiser course;
- e.* Be accompanied by the fee as identified in 193F—Chapter 12.

4.1(6) Registration denial. The board may deny an application for registration as an associate appraiser on any ground identified in 193F—subrule 3.4(1) or on any ground upon which the board may impose discipline against an associate appraiser, as provided in 193F—Chapter 7.

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