



**Department of Professional &
Occupational Regulation**

APPRAISER LICENSING REQUIREMENTS



Anika Coleman, Executive Director
Breanne Lindsey, Regulatory Operations Administrator



Department of Professional and Occupational Regulation



**“HOW DO I
OBTAIN AN
APPRAISER LICENSE?”**



License Types

01 - Licensed Residential

Licensed Residential Real Estate Appraisers are authorized to conduct appraisals or review appraisals of noncomplex residential real estate valued at less than \$1 million, as defined by USPAP.

02 - Certified Residential

Certified Residential Real Estate Appraisers are permitted to perform appraisals or review appraisals for all types of residential real estate. Additionally, they can appraise or review appraisals for nonresidential properties valued up to \$250,000, as defined by USPAP.

03 - Certified General

Certified General Real Estate Appraisers are authorized to conduct appraisals or review appraisals for all categories of real estate and real property.



Application Requirements for Licensed Residential

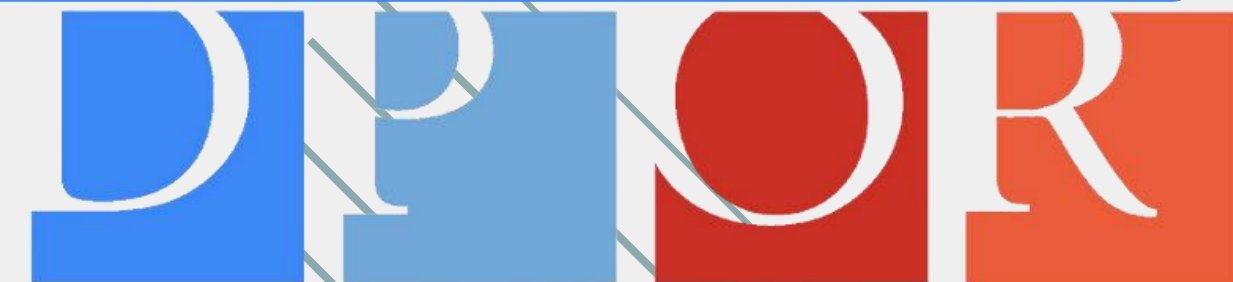
There are three pathways to licensure for this license type

- If you do NOT possess a valid Trainee Appraiser License, then the applicant must fulfill **150 hours of Qualifying Education (QE)** in subjects specified on the Real Estate Appraiser License Application, along with **1,000 hours of appraisal experience** completed within no less than six months within the five years immediately preceding the application date.
- If you possess a valid Trainee Appraiser License, then the applicant must fulfill **75 hours of Qualifying Education (QE)** in subjects specified on the Real Estate Appraiser License Application, along with **1,000 hours of appraisal experience** completed within no less than six months within the five years immediately preceding the application date.
- License **reciprocity** is permissible if the applicant holds a current license or certification in another state, provided they are in good standing without any disqualifying criminal or disciplinary history. **Reciprocal License Applicants** may be required to submit experience verification and sample appraisal reports if the applicant's base state's licensure requirements are not substantially equivalent to those in Virginia. **Reciprocal applicants are not required to undergo fingerprinting or take an exam.**

Application Requirements for Certified Residential

There are multiple pathways to licensure based on education and experience

- **Course Requirements:**
 - 200 Hours of Qualifying Education (QE)
 - 125 hours of QE, if the applicant has a valid Trainee Appraiser License
 - 50 hours of QE if the applicant has a valid Licensed Residential License
- **College Level Education Requirements:**
 - a. Bachelor's Degree in any field of study.
 - b. Associate's Degree in a field of study related to specific topics listed on the Real Estate Appraiser License Application.
 - c. Successful Completion of 30 semester hours of college-level courses in specific topics listed on the Real Estate Appraiser License Application.
 - d. Successful Completion of 30 hours of College Level Examination Program (CLEP). See the Equivalency Table on the Real Estate Appraiser License Application.
 - e. Any combination of options c. and d. that includes all of the topics identified.
 - f. No college-level education is required under this option, which is available exclusively to appraisers who have held a Licensed Residential credential for at least five (5) years and have maintained a clean disciplinary record without any adverse, final, and non-appealable actions affecting their eligibility to practice appraisal within the preceding five (5) years from the application date.



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Application Requirements for Certified Residential Continued

There are multiple pathways to licensure based on education and experience

- **Minimum Experience Requirements:**
 - 1,500 hours of appraisal experience obtained in no less than 12 months.
 - Applicants seeking to **upgrade from a Licensed Residential Real Estate Appraiser** to a Certified Residential Real Estate Appraiser are required to submit a NEW Experience Log that documents all necessary hours. Previous experience logs may be included, provided that the **experience is detailed in the new log and was obtained within the last 5 years.**
- License **reciprocity** is permissible if the applicant holds a current license or certification in another state, provided they are in good standing without any disqualifying criminal or disciplinary history. **Reciprocal License Applicants** may be required to submit experience verification and sample appraisal reports if the applicant's base state's licensure requirements are not substantially equivalent to those in Virginia. **Reciprocal applicants are not required to undergo fingerprinting or take an exam.**



Application Requirements for Certified General

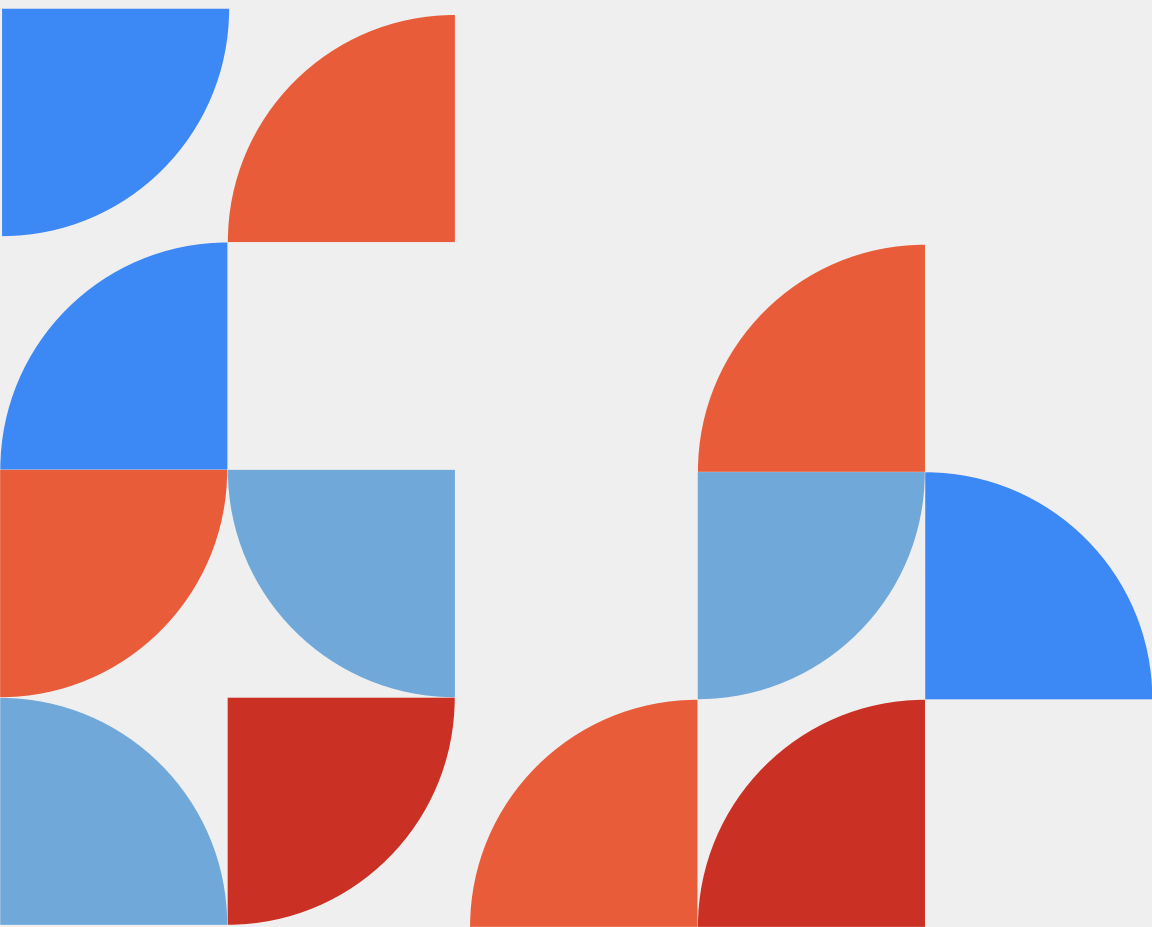
There are multiple pathways to licensure based on education and experience

- **Course Requirements:**
 - 300 Hours of Qualifying Education (QE)
 - 225 hours of QE, if the applicant has a valid Trainee Appraiser License
 - 150 hours of QE if the applicant has a valid Licensed Residential License
 - 100 hours of QE if the applicant has a valid Certified Residential License
- **A Bachelor's Degree is required**
- **Experience Requirements:**
 - 3,000 hours of appraisal experience obtained in no less than 18 months.
 - 1,500 hours of the 3,000 hours must be in nonresidential appraisal assignments and include assignments that demonstrate the use and understanding of the income approach.
 - Applicants seeking to **upgrade from a Certified Residential Real Estate Appraiser** to a Certified General Real Estate Appraiser must submit a new Experience Log that verifies all necessary hours. **They may incorporate experience from a previous log, but only if it is explicitly documented in the new log and was acquired within the last 5 years.**

Application Requirements for Certified General Continued

There are multiple pathways to licensure based on education and experience

- License **reciprocity** is permissible if the applicant holds a current license or certification in another state, provided they are in good standing without any disqualifying criminal or disciplinary history. **Reciprocal License Applicants** may be required to submit experience verification and sample appraisal reports if the applicant's base state's licensure requirements are not substantially equivalent to those in Virginia. **Reciprocal applicants are not required to undergo fingerprinting or take an exam.**



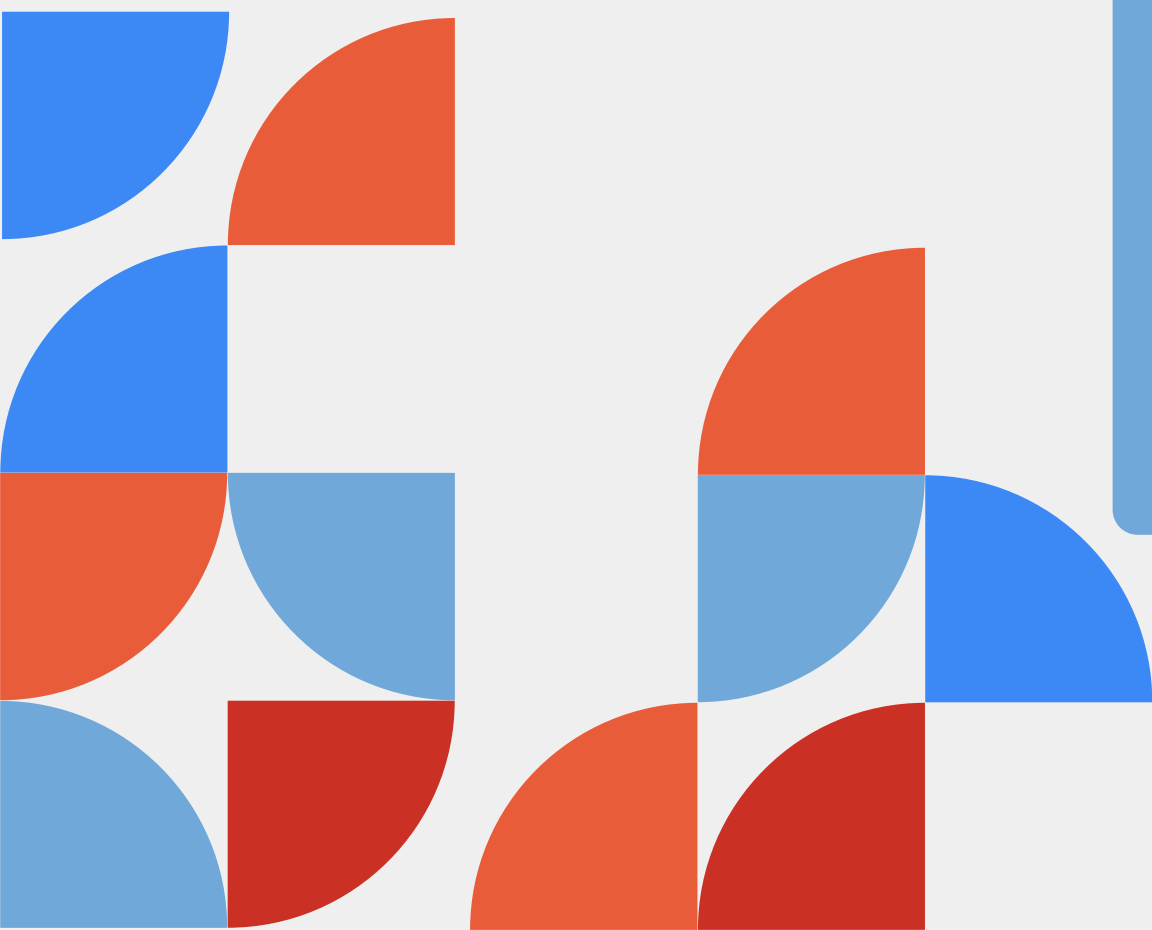


**"WHAT IS
AN APPRAISER
TRAINEE LICENSE?"**



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Application Requirements for an Appraiser Trainee License



An Appraiser Trainee is authorized to appraise only those properties that their supervising appraiser is qualified to appraise.

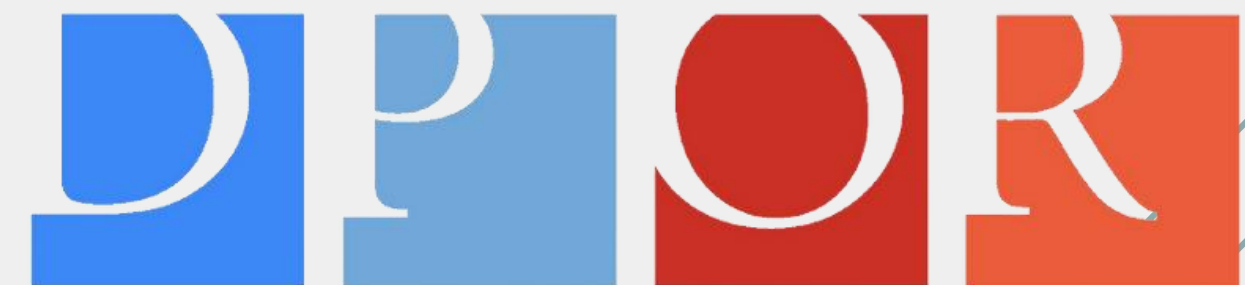
- An Appraiser Trainee Applicant must complete 75 hours of Pre-License Education Courses within the five years immediately prior to the application date. The courses required are listed below:
 - 30 hours in Basic Appraisal Principles
 - 30 hours in Basic Appraisal Procedures
 - The 15-Hour National USPAP Course
- An Appraiser Trainee and their Supervising Appraiser are required to complete a course approved by the Board on **Appraiser Qualifications** that specifically focuses on the responsibilities and requirements of supervising appraisers and trainees.
- Appraiser Trainee licenses are issued solely to candidates supervised by a **Certified Virginia Real Estate Appraiser** in good standing. The **Trainee Supervisor Verification Form**, confirming the necessary supervision, must accompany the license application. The **Supervising Appraiser** must have held state certification for a minimum of three years, maintain good standing, and have not been subject to any disciplinary actions within the past three years that impact their legal eligibility to engage in appraisal practice.



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**“HOW MANY
APPRAISER REGULANTS
ARE THERE?”**



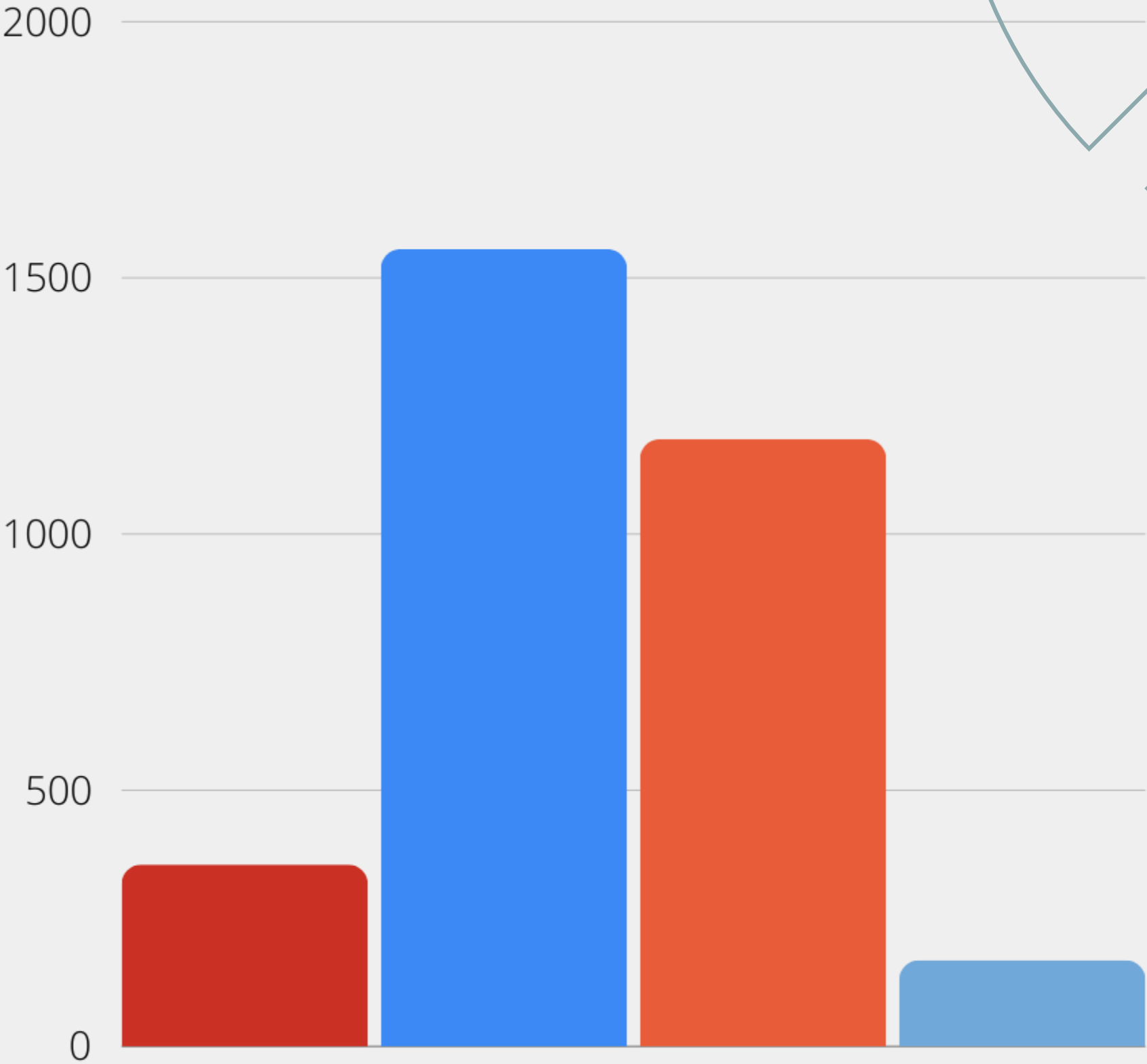
License Population as of July 1, 2024

01 - Licensed Residential 355

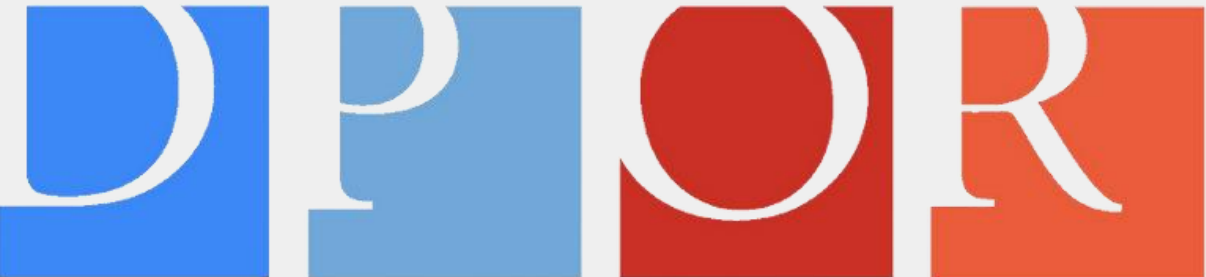
02 - Certified Residential 1,556

03 - Certified General 1,185

04 - Trainee 168



Statistics



Department of Professional and Occupational Regulation

License Population as of July 1, 2024

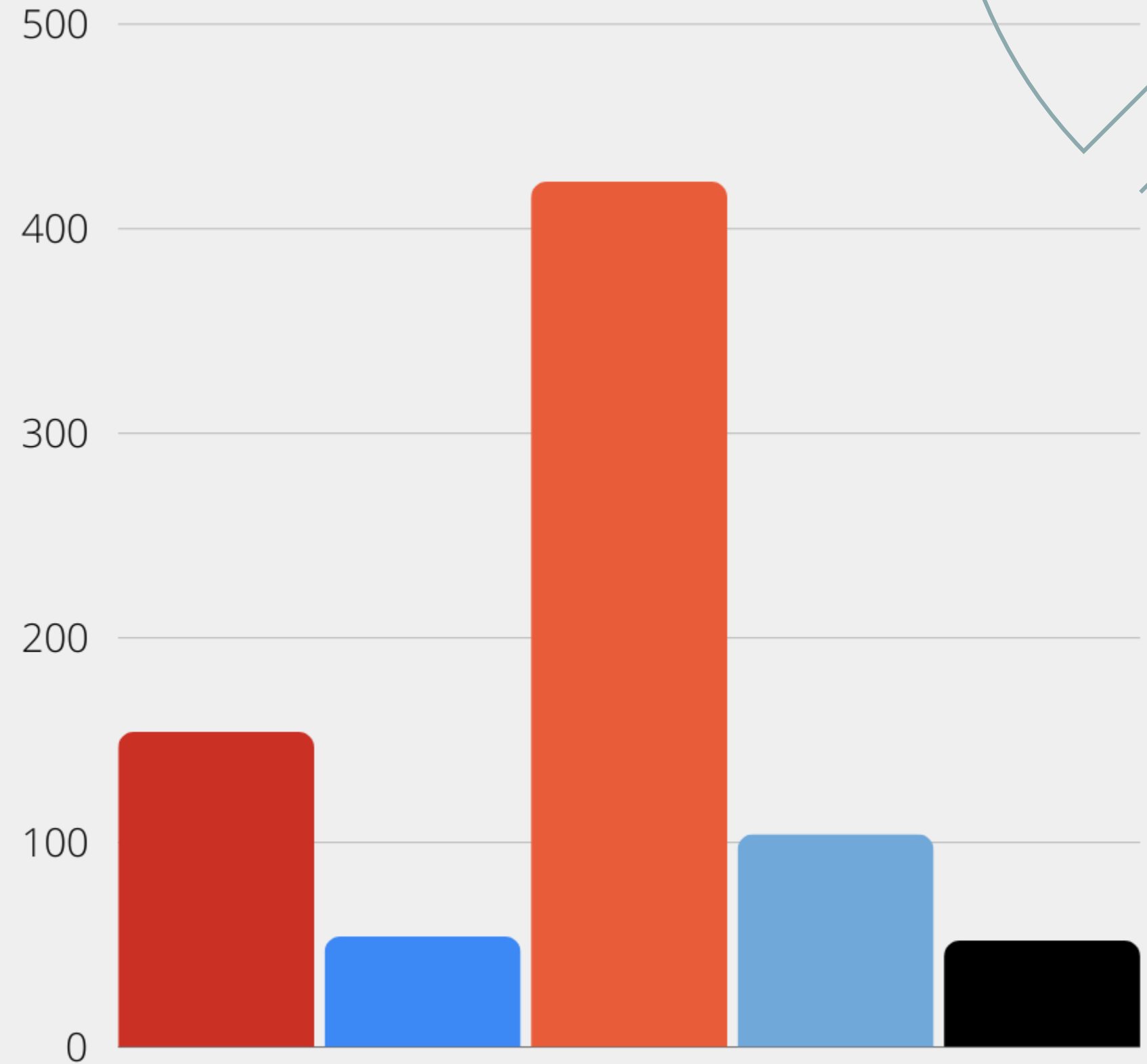
05 - Temporary Appraisers 154

06 - Certified Instructors 54

07 - Appraiser Businesses 423

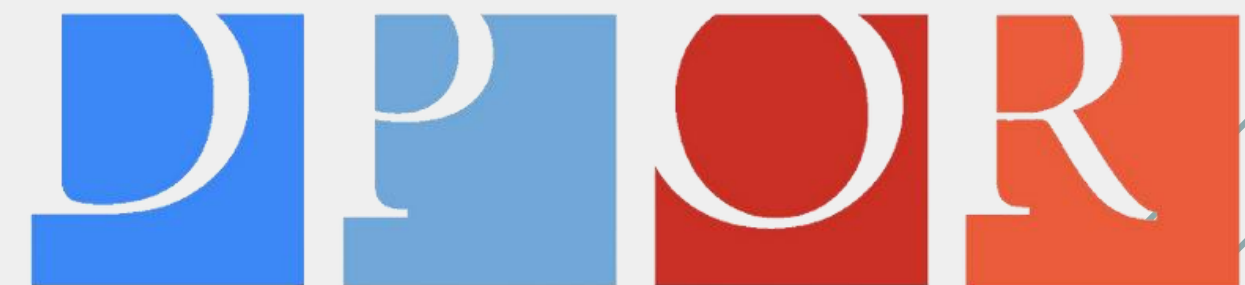
08 - AMCs 104

09 - Appraiser Schools 52





**"WHAT'S NEW
WITH
DPOR?"**



Department of Professional and Occupational Regulation



2024 Legislative Update

Senate Bill 554 introduced definitions for "another state" and "neighboring state" and expands on the **Universal Licensing Recognition (ULR)** program. It establishes an additional pathway to Virginia licensure for individual Real Estate Appraiser applicants from neighboring states, which include the District of Columbia, Maryland, North Carolina, Kentucky, Tennessee, and West Virginia.

Real Estate Appraiser Board Composition



This could be you!

9 Out of 10 Board Member Seats are Filled



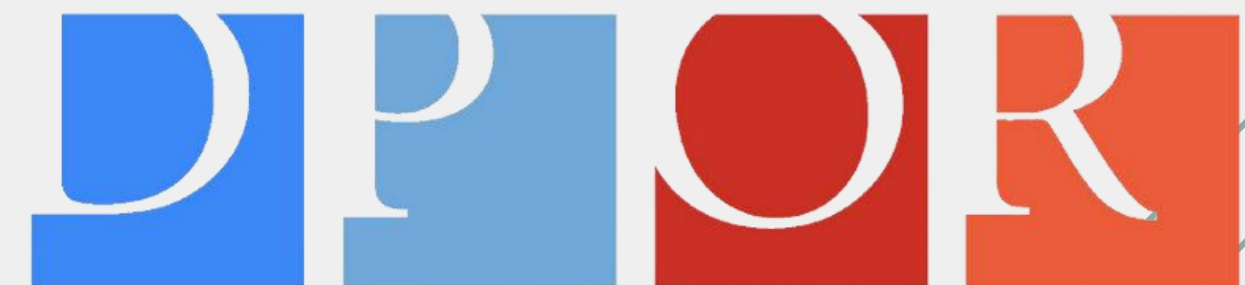
- 6 Licensee Members
- 2 Citizen Members
- 1 Appraisal Management Company Member
- 1 Mortgage Lender Representative Member – Vacant

You can apply to become a member of the Board via the Commonwealth of Virginia's website! Just visit the homepage and click on the "Appointments" tab to get started.





**"WHO CAN I
CONTACT
FOR HELP?"**



Department of Professional and Occupational Regulation

Real Estate Appraiser Staff

Executive Director: Anika Coleman

Regulatory Operations Administrator: Breanne Lindsey

Licensing Operations Administrator: Vanessa DeGraw

Administrative Coordinator: Gezelle Glasgow

Licensing Specialist: Chris Kunkel

Contact the Board

Email:
REAppraiser@dpor.virginia.gov

Phone:
(804) 367-2039

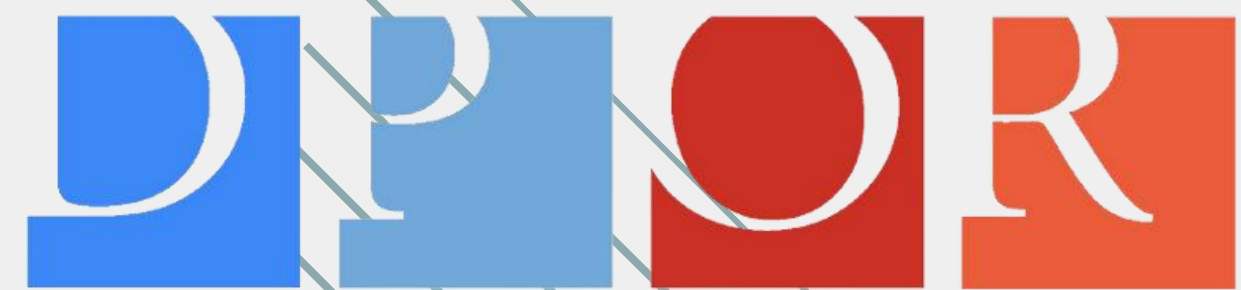
Fax:
(866) 826-8863



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THANK YOU!



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