

**North Dakota Appraiser Education Requirements**  
*(Refer to North Dakota Appraiser Rules and Regulations, Title 101, for complete details)*

CLASSIFICATION	EDUCATION HOURS
APPRENTICE APPRAISER (See Apprentice Course Tracking Form-Schedule I)	75 hours Board Approved Education (Covering required core curriculum)
LICENSED APPRAISER (See Licensed Course Tracking Form-Schedule II)	150 hours Board Approved Education (Covering required core curriculum)
CERTIFIED RESIDENTIAL APPRAISER (See Certified Res. Course Tracking Form- Schedule III)	Associates Degree, or Equivalent , plus 200 hours Board Approved Education (Covering required core curriculum)
CERTIFIED GENERAL APPRAISER (See Certified Gen. Course Tracking Form-Schedule IV)	Bachelors Degree, or Equivalent , plus 300 hours Board Approved Education (Covering required core curriculum)

**Please Note:** Credit for the class hours may only be granted when the length of the course is at least 15 hours and the individual successfully completes an examination pertinent to that educational offering. Refer to the ND Appraiser Rules and Regulations (Title 101) for complete details.

**Apprentice Appraiser Classification Required Education:**

An applicant for the apprentice level must have successfully completed 75 hours of Board approved real estate appraisal qualifying education covering the required core curriculum as established by the Appraisal Qualifications Board of The Appraisal Foundation. Coverage must include a minimum of the following:

- 30 hours of basic appraisal principles.
- 30 hours of basic appraisal procedures.
- 15-Hour National Uniform Standards of Professional Appraisal Practice Course, or its equivalent.

**Licensed Appraiser Classification Required Education:**

An applicant for licensure must have successfully completed 150 hours of Board approved real estate appraisal qualifying education covering the required core curriculum as established by the Appraisal Qualifications Board of The Appraisal Foundation. Coverage must include a minimum of the following:

- 30 hours of basic appraisal principles.
- 30 hours of basic appraisal procedures.
- 15-Hour National Uniform Standards of Professional Appraisal Practice Course, or its equivalent.
- 15 hours of residential market analysis and highest and best use.
- 15 hours of residential appraiser site valuation and cost approach.
- 30 hours of residential sales comparison and income approaches.
- 15 hours of residential report writing and case studies.

**Certified Residential Appraiser Classification Required Education:**

An applicant for certified residential must hold an Associate Degree or higher; in lieu of the Associate Degree, a minimum of 21 semester credit hours covering the following specific collegiate level subject matter courses from an accredited college, junior college, community college or university: 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.

In addition to the college-level course requirement, an applicant for certified residential must have successfully completed 200 hours of Board approved real estate appraisal qualifying education covering the required core curriculum as established by the Appraisal Qualifications Board of The Appraisal Foundation. Coverage must include a minimum, as indicated on the following page:

- 30 hours of basic appraisal principles.
- 30 hours of basic appraisal procedures.
- 15-Hour National Uniform Standards of Professional Appraisal Practice Course, or its equivalent.
- 15 hours of residential market analysis and highest and best use.
- 15 hours of residential appraiser site valuation and cost approach.
- 30 hours of residential sales comparison and income approaches
- 15 hours of residential report writing and case studies.
- 15 hours of statistics, modeling, and finance.
- 15 hours of advanced residential applications and case studies.
- 20 hours of appraisal subject matter electives.

**Certified General Appraiser Classification Required Education:**

An applicant for certified residential must hold a Bachelors or higher; in lieu of the Bachelors Degree, a minimum of 30 semester credit hours covering the following specific collegiate level subject matter courses from an accredited college, junior college, community college or university: 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 (2) elective courses in accounting, geography, ageconomics; business management or real estate.

In addition to the college-level course requirement, an applicant for certified general must have successfully completed 300 hours of Board approved real estate qualifying appraisal education covering the required core curriculum, as established by the Appraisal Qualifications Board of The Appraisal Foundation. Coverage must include a minimum of the following:

- 30 hours of basic appraisal principles.
- 30 hours of basic appraisal procedures.
- 15-Hour National Uniform Standards of Professional Appraisal Practice Course, or its equivalent.
- 15 hours of statistics, modeling and finance.
- 30 hours of general appraiser market analysis and highest and best use.
- 30 hours of general appraiser sales comparison approach.
- 30 hours general appraiser site valuation and cost approach.
- 60 hours of general appraiser income approach.
- 30 hours of general appraiser report writing and case studies.
- 30 hours of appraisal subject matter electives.

## SOUTH DAKOTA

# Certified Assessor Appraiser (CAA) Certification Process

All personnel appraising property for taxation purposes in South Dakota must be certified by the South Dakota Department of Revenue and Regulation. To obtain the CAA (Certified Appraiser, Assessor) designation all persons in the program must complete the following within a year of entering the program (receiving a temporary permit).

***Complete successfully the following courses:***

- IAAO Site Evaluation
- IAAO Market Evaluation
- IAAO Cost Approach to Value
- IAAO Income Approach to Value
- IAAO Mass Appraisal
- South Dakota Department of Revenue Basics Course

***In addition, each candidate for certification must:***

- Take and pass with a score of at least 80% the CAA test.
- Work for one year in an assessor's office.

*64:02:01:03 Temporary Certificate - Term - Renewal.* Any person assessing or appraising property in this state for property tax purposes must hold a permanent certificate or a temporary certificate, issued by the department.

During the first year, a temporary certificate holder must attend and pass the annual assessors' school, successfully complete the five required courses, and take and pass the certification examination.

### ***Renewal Requirements***

*64:02:03:16 Course Requirements for Renewal Certificates.* Applicants for renewal certificates must successfully complete within each 5-year renewal period following:

- 1) Attend three (3) annual assessor schools and receive a passing grade on the final exam. One school must be a 30 hour course from the IAAO educational curriculum.
- 2) Attend three SDAAO, NCRAAO or IAAO conferences.
- 3) Attend three (3) Department of Revenue (DOR) or DOR approved workshops. Any DOR approved workshop must be approved by the secretary for credit prior to the workshop.

4) Attend two 7-hour USPAP classes. During the applicant's first recertification period, one of these courses must be a tested 15-hour USPAP course. The applicant must receive a passing grade in the tested course.

MN Assessor License Requirements

CERTIFIED MINNESOTA ASSESSOR	CERTIFIED SPECIALIST MINNESOTA ASSESSOR	ACCREDITED MINNESOTA ASSESSOR	SENIOR ACCREDITED MINNESOTA ASSESSOR
One Year Experience	Two Years Experience	Three Years Experience	Five Years Experience
Assessment Laws & Procedures (A)	Assessment Laws & Procedures (A)	Assessment Laws & Procedures (A)	Assessment Laws & Procedures (A)
Appraisal Principles (B) Appraisal Procedures (B)	Appraisal Principles (B) Appraisal Procedures (B)	Appraisal Principles (B) Appraisal Procedures ( B)	Appraisal Principles (B) Appraisal Procedures ( B)
Mass Appraisal Basics	Mass Appraisal Basics	Mass Appraisal Basics	Mass Appraisal Basics-
	Income Approach Course (1)	Income Approach Course (1)	Income Approach Course (1)
	Income Approach Course (2)	Income Approach Course (2)	Income Approach Course (2)
	Residential Form Report	-----	-----
		Assessment Administration Course	Assessment Administration Course
		Elective Course	Elective Course
		15-Hour USPAP Course	15-Hour USPAP Course
		Demonstration Narrative Appraisal <b>OR</b>	Demonstration Narrative Appraisal <b>OR</b>
		Residential Form Report <b>AND</b>	Residential Form Report <b>AND</b>
		Residential Case Study Exam <b>OR</b>	Residential Case Study Exam <b>OR</b>
		SRA or MAI or RES or CAE	SRA or MAI or RES or CAE
			Demonstration Narrative Appraisal <b>OR</b>
			Income Case Study Exam <b>OR</b>
			MAI or CAE or AAS