



PERSONAL PROPERTY 15-HR USPAP

Requirements and Recommended Reading

The 15-hour Personal Property Uniform Standards of Professional Appraisal Practice (USPAP) has specific requirements put into place by The Appraisal Foundation. To obtain credit for this class, students must follow the policies set forth by The Foundation. As these policies are inflexible, students should carefully read through the information below so they may arrive to class fully prepared.

Bring to Class:

There are two items that all students must have for the USPAP 15 hour class:

1. Current USPAP book (2018-2019 - includes USPAP, Advisory Opinions and FAQs)
2. PP Student Manual (specific to Personal Property appraisers)

1. Students need to purchase the current USPAP book. An electronic version can be purchased on [ASA's website](#). The Appraisal Foundation sells the [USPAP book](#) in hard copy, electronic copy, or a combination package of hard and electronic copies on their website. ***Each student must have their own copy of the USPAP book in class.*** Sharing the USPAP book is not permitted.

2. The PP USPAP Student Manual will be sent to all students electronically. It is highly recommended and strongly suggested that students download and print a copy of the manual. ***The manual must be brought to class.***

Electronic Devices:

Students should not plan to use an electronic version of the USPAP book on the same device as the student manual. If using an electronic version of the USPAP book, students must make sure the electronic device is charged throughout the class.

A phone is not an acceptable electronic device for viewing the USPAP book or student manual. A laptop or tablet is acceptable.

USPAP Exam:

Students will take a one-hour exam at the end of the second day of class. The exam is part of the required 15-hour coursework and students must pass the exam in order to get credit for taking the course. There is a make-up exam if a student does not pass the exam the first time. Students should plan to have reading assignments and to study for the exam after the first day of class.

Suggested Reading:

There are no required pre-reading assignments for this class, however, students will find it helpful to read the following before the first day of class:

- Ethics Rule
- Record Keeping Rule
- Competency Rule
- Scope of Work Rule
- Standards 7 and 8
- Advisory Opinions 21 and 36