

ASA Retake/Challenge Application



Member number _____

Name (Mr./Ms./Mrs./Dr.) _____
(Circle one)

Company name _____

Address _____

City _____ State _____ ZIP _____

Email _____ Phone _____

I would like to retake the exam for _____
(Name of course)

I would like to take a challenge exam for _____
(Name of course)

Please check all that apply:

- | | |
|---|---------|
| <input type="checkbox"/> Retake exam fee | \$220 |
| <input type="checkbox"/> USPAP retake exam fee | \$100 |
| <input type="checkbox"/> BV/MTS Challenge exam fee* | \$1,000 |
| <input type="checkbox"/> BV 8-Hour Challenge fee (Member) | \$2,000 |
| <input type="checkbox"/> BV 8-Hour Challenge fee (Non-Member) | \$2,500 |
| <input type="checkbox"/> Expedite fee** | \$50 |
| Total \$ _____ | |
| <input type="checkbox"/> Paid Online | |

Select method of payment

Check VISA MasterCard American Express

Name on card _____

Card number _____

Signature _____

Expiration date _____

CVV code (3 digit code on back of card) _____

* ASA charges full course tuition for challenges. Price includes electronic course manual.

** Standard processing is 10 business days. ASA will expedite processing applications received within 5 days of receipt for an additional \$50 fee.

Please return this application and payment to:

Education Department

American Society of Appraisers

11107 Sunset Hills Rd, Ste. 310 | Reston, VA 20190

Phone: (800) 272-8258 | Fax (703) 742-8471

E-mail: education@appraisers.org

Retaking Principles of Valuation Examinations

Participants who have not passed Principles of Valuation course examinations have (1) year from the conclusion of the course to retake or complete the relevant examinations. Retakes may be completed for a fee of \$220 (\$100 for USPAP). After payment is received, ASA will contact the participants with further instructions on arranging an exam proctor.

“Challenging” or Testing Out of Principles of Valuation Courses

You may “challenge” or test out of a Principles of Valuation course by reviewing the electronic course materials, and passing the written course examination without attending the course. The option of challenging a course is available only for the Business Valuation and Machinery and Technical Specialties disciplines. You must be a candidate with ASA challenge the courses.

After payment is received, ASA will contact participants with further information on accessing electronic course materials. Prereading assignments are available on ASA’s website at www.appraisers.org. Students have up to (1) year from the date of purchase to complete the challenge exam.

Exam Proctoring

Proctor arrangements for the Challenge exams must be made by the participant. ***Acceptable proctors are: ASA designated members (not from the same firm or office), universities, public libraries and testing centers. ASA does not provide financial assistance or reimbursement for any proctoring services or postage.***

After ASA receives this application, you will be notified regarding the next steps.

Questions?

Contact ASA’s Education Department at (800) 272-8258 or at education@appraisers.org.