RP Quick Guide to Designation
A Quick Guide to ASA’s Real Property (RP) Ad Valorem/Mass Appraisal Accreditation Program

Prerequisites
Before applying for a designation in RP, please make sure you meet the following prerequisites:

• You are a Candidate and your USPAP continuing education requirements are up to date.
• You have an acceptable equivalency to satisfy the RP education requirements (see below)
• You have an acceptable equivalency designation/certification which will satisfy the education, experience and project requirements for an ASA designation.
• You have a four-year degree or its equivalent for the ASA designation.
• Must pass the comprehensive examination. Additional fee may apply.

Pathways for Obtaining the AM or ASA Designation
Candidates Holding the Following Designations/Certifications are Deemed to have Satisfied the Education, Experience and Project Requirements for RP-

Ad Valorem/Mass Appraisal – General
1. International Association of Assessing Officers: CAE designation.
2. Michigan State Tax Commission: MAAO (3) and MAAO (4) certification.
3. Minnesota Board of Assessors: Senior Accredited Minnesota Assessor (SAMA) certification.

Ad Valorem/Mass Appraisal – Residential
1. International Association of Assessing Officers: RES designation.
4. Tennessee Board of Assessors: Tennessee Master Assessor (TMA) Level IV certification.

Accreditation Documents
Please submit the following to ASA Headquarters.

• Submit the completed accreditation application.
• Submit the accreditation application fee (if required).
• Submit a copy of your professional organization certificates.
• Ensure that your USPAP certificate on file with ASA is still valid.
• Submit a copy of your college diploma/transcript or completed the degree equivalency form.

Awarded Accredited Member (AM) Designation
If you have two (2) years of full-time appraisal experience

Awarded Accredited Senior Appraiser (ASA) Designation
If you have five (5) years or more of full-time appraisal experience

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