

# Quick Guide to ARM Accreditation

Please refer to the ARM Accreditation Guide for specific requirements

<http://www.appraisers.org/credentials>

If you hold an ASA designation, please read the reverse side of this form for your specific requirements

## Be a Candidate in ASA

- Apply for membership
- Complete and pass a 15-hour USPAP course and exam
- Pass the ASA ethics exam

## Complete the Education Requirements

- ARM 201
- ARM 202
- ARM 203
- ARM 204

*(Please note: requirements for designated members are on the reverse side of this form)*

## Accreditation Documents

Please submit the following to ASA Headquarters

- Ensure your USPAP certificate on file with ASA is still valid.
- Submit one (1) appraisal review report and accompanying redacted appraisal(s). This report must be one that was prepared for an actual client or a demonstration report that was prepared for this particular purpose within the past two (2) years.
- Submit a copy of your college diploma or your completed education equivalency form.
- Submit an appraisal experience log documenting two (2) years of full-time experience for the Accredited Member (AM) designation or five (5) years of full-time experience for the Accredited Senior Appraiser (ASA) designation.
- Sign and submit the appraisal report release form.
- Sign and submit the affirmation statement.
- Sign and submit your completed accreditation application and application fee.

## Report Sent to First Member on the Board of Examiners (BOE)

- Up to 40 days for review

## Report Sent to Second Member on the Board of Examiners (BOE)

- Up to 40 days for review

## Decision of Board of Examiners

# Quick Guide to ARM (Discipline-Specific) Accreditation

Please refer to the ARM Accreditation Guide for complete details

<http://www.appraisers.org/credentials>

If you do not hold an ASA designation, please read the reverse side of this form for your requirements

## Hold an ASA Designation in One of the Disciplines Listed Below

- BV
- GJ
- MTS
- PP
- RP

## Complete the Education Requirements

- ARM 201
- ARM 204

## Accreditation Documents

Please submit the following to ASA Headquarters

- Ensure your USPAP certificate on file with ASA is still valid.
- Submit one (1) appraisal review report and accompanying redacted appraisal(s). This report must be one that was prepared for an actual client or a demonstration report that was prepared for this particular purpose within the past two (2) years.
- Submit your completed accreditation application (however, please note that there is no need to resubmit the education section of the application since it is already on file).
- Sign and submit the appraisal report release form.
- Sign and submit the affirmation statement.
- Sign and submit your completed accreditation application and application fee.

## Report Sent to First Member on the Board of Examiners (BOE)

- Up to 40 days for review

## Report Sent to Second Member on the Board of Examiners (BOE)

- Up to 40 days for review

## Decision of Board of Examiners