

# Quick Guide to Personal Property (PP) Accreditation

## ISA Accredited Member Version

*Information is subject to change*

*Please refer to the online PP Accreditation Guide for specific requirements  
<http://www.appraisers.org/credentials>*

### Be a Candidate in ASA

- Apply for membership
- Complete and pass the appropriate Personal Property Specific USPAP course
- Pass the ASA ethics exam

### Complete the Education Requirements

- Take and pass PP203 or take and pass the report writing update class (PP445)\*
- PG204
- PP specialty examination

\*If the courses are unavailable, please contact ASA's Credentialing Services for possible substitute options.

### Accreditation Documents

*Please submit the following to ASA Headquarters*

- Ensure your USPAP certificate on file with ASA is still valid or submit a valid copy of your Personal Property Specific USPAP certificate.
- Upload two (2) appraisal reports as outlined in the reports section and/or the PEECP section of the PP Guide to Professional Accreditation.
- Upload 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.
- Upload your signed appraisal report release form.
- Submit your online accreditation application and payment for the application fee.

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

- Up to 40-60 days for review

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

- Up to 40-60 days for review

### Decision of Board of Examiners

# Quick Guide to Personal Property Accreditation

## ISA CAPP Version

Information is subject to change  
Please refer to the online PP Accreditation Guide for specific requirements  
<http://www.appraisers.org/credentials>

### Be a Candidate in ASA

- Apply for membership
- Complete and pass the appropriate Personal Property Specific USPAP course
- Pass the ASA ethics exam

### Complete the Education Requirements

- Take and pass PP203 or take and pass the report writing update class (PP445)\*

\*If the courses are unavailable, please contact ASA's Credentialing Services for possible substitute options.

### Accreditation Documents

Please submit the following to ASA Headquarters

- Ensure your USPAP certificate on file with ASA is still valid or submit a valid copy of your Personal Property-Specific USPAP certificate.
- Upload two (2) appraisal reports as outlined in the reports section and/or the PEECP section of the PP Guide to Professional Accreditation.
- Upload your signed appraisal report release form.
- Submit your online accreditation application and payment for the application fee.

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

- Up to 40-60 days for review

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

- Up to 40-60 days for review

### Decision of Board of Examiners