NORTH DAKOTA REAL ESTATE APPRAISER QUALIFICATIONS & ETHICS BOARD
PO BOX 1336
BISMARCK ND 58502-1336
Telephone: (701) 222-1051
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APPLICATION FOR APPRAISER CONTINUING EDUCATION APPROVAL

(Please note: The application and required information may be submitted via email **(Preferred Method)** or postal. If submitting hard copies-please submit single sided.)

For Office Use Only

Date Received_____
Date Approved_____
Course Approval #_____
Course Exp Date_____

Real property appraiser permittees in North Dakota must complete 28 hours of continuing education every two-year renewal period as a condition of licensing and certification renewal.

The North Dakota Appraisal Board approves continuing education courses on an individual basis. The Appraiser Board requires that all continuing education must be taken in blocks of at least two hours. A classroom hour is defined as fifty minutes out of each sixty-minute segment.

The term of course approval is four years. If the course is approved through the AQB Course Approval Program the term of the course will coincide with the "Approval End Date" as indicated on the AQB Approved Course Certificate. (It is the responsibility of the course provider to apply for approval of each course at the end of the four-year term.)

FEE: ___ **$50 - Review of one-day seminar (seminars ranging from 2 hours - 8 hours in length).**
___ **$150 - Review of seminars ranging in length of two-days or more.**

1. EDUCATION PROVIDER:_____

2. CONTACT PERSON:_____

3. ADDRESS:_____
Street City
_____
State Zip Code

4. TELEPHONE NUMBER:_____

5. E-MAIL ADDRESS:_____

6. COURSE TITLE:_____

7. TOTAL HOURS REQUESTED FOR COURSE:_____

8. DELIVERY METHOD:_____

9. THE INSTRUCTOR(S) FOR THE COURSE :

_____ _____

_____ _____

_____ _____

_____ _____

10. AQB Course Approval Program Approval (if applicable): (attach AQB approval letter)

Approval Date:_____ Approval Expiration Date:_____

11. IDECC Approval (if applicable): (attach approval letter)

Approval Date:_____ Approval Expiration Date:_____

12. PLEASE ENCLOSE WITH THE APPLICATION:

__ agenda containing outline of seminar broken into 30-minute segments
__ course objective
__ verification of approval under the AQB Course Approval Program (if applicable)
__ verification of IDECC Approval (Distance Education offerings) (if applicable)
__ copy of all proposed advertising used for promotion purposes
__ copy of all materials to be distributed to the participants
__ instructor's qualifications including teaching experience, business experience, educational background