



ACCREDITED RURAL APPRAISER (ARA) REQUIREMENT CHECKLIST

1. Complete and pass the following appraisal courses.

Please note: All course work must be successfully completed at least 30 days prior to sitting for the accrediting exam.

- ☐ ASFMRA Best in Business Ethics tested course and be current with ASFMRA six-year Ethics requirement
 - ☐ Eminent Domain (A250 or A-25)
 - ☐ Integrated Approaches to Value (A304)
 - ☐ Advanced Rural Case Studies (A400)
 - ☐ Valuation of Conservation Easements and Other Partial Interests in Real Estate (A315)
2. Provide evidence of certification as a Certified General Appraiser under the certification laws and regulations of any state, if the applicant of the designation works within the United States.
 3. For ARA, five years of experience in the discipline applicable to the ARA designation for which the member is applying in rural appraisal. For the discipline of Appraisal, experience must include rural appraisal of at least 600 hours of the 1,600 hours in each of the last three years. No more than 100 hours of the 600 hours can be from rural residential appraising or reviewing. The individual shall have completed the requirements and objectives which are set out in each discipline and Standards of Professional Practice as outlined in the corresponding procedures.
 4. For the purpose of determining work experience, each applicant will be asked to submit six appraisal reports from their log. The District Review Committee will inform the applicant as to which three reports must be submitted. The applicant will be asked to choose three additional appraisal reports, one from each of the past three years, to submit.
 5. Be a current ASFMRA member prior to submitting an application for accreditation.

6. Submit three copies of one demonstration report. The appraisal report shall be in narrative form, have as its subject an appraisal complying with the current version of the Uniform Standards of Professional Appraisal Practice, as promulgated by the Appraisal Standards Board, reported in a self-contained format which uses the three approaches to value. The appraisal client shall provide a written release of the appraisal restricting its use to peer review. A passing demonstration report qualifies for a two-year period from the date of approval. If you do not become Accredited within that two-year period, another demonstration report must be submitted. This will be retained as a confidential file until you have attained your designation. A grade of 75 percent or higher is necessary in order to clear you to qualify for the remainder of the Accreditation process. As the name implies, a demonstration report should fully demonstrate the applicant's ability, in accordance with the core courses required by the ASFMRA for Accreditation. A good quality work product may or may not be sufficient to meet the required standards. Please invest the time and effort necessary into your demonstration report to insure that it meets the required standards prior to submission.
7. Complete the ARA Application for the final accrediting exam and submit with your demo and application fee by January 15 or April 1 of the year you plan to sit for the exam.
8. An invoice for the examination fee will be sent when applicant is cleared to sit for the examination.
9. Pass the final ARA Accrediting exam.

The Application Deadline is January 15 if you want to sit for the exam at SEW or April 1 if you want to sit for the exam at Annual Meeting. You must have all requirements completed by this date, with the exception of your education. Education must be completed at least 30 days prior to the accreditation exam.

If you have already taken A110, A200 and A300, we will accept these courses in place of A304. Please contact the Denver office for more information.

For questions, contact Mya Sadler at 303-692-1224 or msadler@asfmra.org. You can find more information and the following supporting documents at our website at <http://www.asfmra.org/accredited-rural-appraiser/>.