

Proposed

## REAL ESTATE APPRAISAL BOARD

### NOTICE OF HEARING ON PROPOSED ADMINISTRATIVE REGULATIONS

A public hearing will be conducted at 10:00 a.m. on Tuesday, November 25, 2014, at Jayhawk Tower, 700 SW Jackson, Ste. 804, Topeka, KS 66603, to consider the adoption of K.A.R. 117-2-1, 117-2-2, 117-2-2a, 117-2-3, 117-3-1, 117-3-2, 117-3-2a, 117-3-3, 117-4-1, 117-4-2, 117-4-2a, 117-4-3, 117-5-1, 117-5-2, 117-5-2a, 117-6-1, 117-6-2, and 117-6-3.

This 60-day notice of public hearing shall constitute a public comment period for the purpose of receiving written public comments on the proposed regulations. All interested parties may submit written comments prior to the hearing to the Kansas Real Estate Appraisal Board, Jayhawk Tower, 700 SW Jackson, Ste. 804, Topeka, KS 66603 or by e-mail to [cheryl.magathan@kreab.ks.gov](mailto:cheryl.magathan@kreab.ks.gov). All interested parties will be given a reasonable opportunity to present their views orally on the adoption of the proposed regulation during the hearing. In order to give all parties an opportunity to present their views, it may be necessary to request each participant to limit any oral presentation to five minutes.

Any individual with a disability may request accommodation in order to participate in the public hearing and may request the proposed regulation and economic impact statement in an accessible format. Requests for accommodation should be made at least five working days in advance of the hearing by contacting Sally Pritchett at (785) 296-6736 or [cheryl.magathan@kreab.ks.gov](mailto:cheryl.magathan@kreab.ks.gov).

The proposed regulation amendments are for adoption on a permanent basis. A summary of the proposed amendments to the regulation and the economic impact follows:

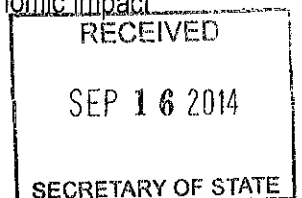
These regulations will set in place the 2015 criteria changes as established by the Appraisal Standards Board, an independent board of The Appraisal Foundation, which, under the provisions of Title XI of the Financial Institutions Reform, Recovery and Enforcement Act of 1989 (FIRREA), establishes the minimum education, experience and examination requirements for real property appraisers to obtain a state license/certification.

**117-2-1. Licensed classification; education requirements.** There will be an economic impact as follows: Public-Applicants seeking to secure a state license classification will be required to meet a minimum 30 hours of college-level education. Area colleges vary greatly in their costs per credit hour, but an average of \$250 per hour would increase the cost to a new applicant by \$7,500. Real Estate Appraisal Board-It is anticipated that there will be a decrease in the number of applications received annually (\$50 per application); however, no statistics are available on which to estimate a total loss. There will be no economic impact to appraisers, other governmental agencies or units.

**117-2-2. State Licensed real property appraiser classification; appraisal experience requirement.** There will be an economic impact to the public in that the addition of a required Supervisor/Trainee course will increase the cost of pre-license education. At approximately \$20 per hour and the average course running 7 hours in length, the cost is estimated to be \$140 per trainee. There will be no economic impact to appraisers, this agency, or other governmental agencies or units.

**117-2-2a. Licensed classification; experience supervision requirements.** Although supervisors will be required to complete the Supervisor/Trainee course, it is a one-time cost and each supervisor completing the course may use it to meet a portion of their biennial continuing education requirement. There is no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

**117-2-3. Licensed classification; examination requirement.** There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.



# Proposed

**117-3-1. General classification; education requirements.** There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

**117-3-2. Certified General real property appraiser classification; appraisal experience requirement.** The addition of a required Supervisor/Trainee course will increase the cost of pre-license education. At approximately \$20 per hour and the average course running 7 hours in length, the cost is estimated to be \$140 per trainee. There will be no economic impact to appraisers, this agency, other governmental agencies or units, appraisers, or to the public.

**117-3-2a. General classification; experience supervision requirements.** Although supervisors will be required to complete the Supervisor/Trainee course, it is a one-time cost and each appraiser completing the course may use it to meet a portion of their biennial continuing education requirement, representing no additional cost. There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

**117-3-3. General classification; examination requirement.** There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

**117-4-1. Residential classification; education requirements.** The increase from an Associate's degree to a Bachelor's degree will increase the cost of the college level education requirement. At an average cost of \$250 per credit hour, this would increase the cost to a new applicant by \$16,000. There will be no economic impact to appraisers, this agency, or other governmental agencies or units.

**117-4-2. Certified Residential real property appraiser classification; appraisal experience requirement.** The addition of a required Supervisor/Trainee course will increase the cost of pre-license education. At approximately \$20 per hour and the average course running 7 hours in length, the cost is estimated to be \$140 per trainee. Although supervisors will also be required to complete the Supervisor/Trainee course, it is a one-time cost and each appraiser completing the course may use it to meet a portion of their biennial continuing education requirement. There will be no economic impact to appraisers, this agency, or other governmental agencies or units.

**117-4-2a. Residential classification; experience supervision requirements.** Although supervisors will also be required to complete the Supervisor/Trainee course, it is a one-time cost and each appraiser completing the course may use it to meet a portion of their biennial continuing education requirement, representing no additional cost. There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

**117-4-3. Residential classification; examination requirement.** There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

**117-5-1. Provisional classification; education requirements.** Any economic impact will vary based upon the license type the applicant is provisioning to. For costs, reference K.A.R. 117-2-1, 117-3-1, or 117-4-1.

**117-5-2. State Provisional licensed real property appraiser classification; supervised experience requirements.** The addition of a required Supervisor/Trainee course will increase the cost of pre-license education. At approximately \$20 per hour and the average course running 7 hours in length, the cost is estimated to be \$140 per trainee. Although supervisors will also be required to complete the Supervisor/Trainee course, it is a one-time cost and each appraiser completing the course may use it to meet a portion of their biennial continuing education requirement. There will be no economic impact to appraisers, this agency, or other governmental agencies or units.

**117-5-2a. Provisional classification; supervisor requirements.** Although supervisors will also be required to complete the Supervisor/Trainee course, it is a one-time cost and each appraiser completing the course may use it to meet a portion of their biennial continuing education

SEP 16 2014

SECRETARY OF STATE

## Proposed

requirement, representing no additional cost. There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

**117-6-1. Continuing education; renewal requirements.** In removing the requirement that an appraiser licensed less than 184 days take a minimum of 2 hours of continuing education at their first renewal, the appraisers will see a savings of approximately \$40 (average cost of \$20 per hour). There will no economic impact to the public, this agency, or other governmental agencies or units.

**117-6-2. Continuing education; approval of courses; requirements.** There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

**117-6-3. Education; obtaining course approval.** There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

Copies of this regulation and the economic impact statement may be obtained by contacting the Kansas Real Estate Appraisal Board at:

(785) 296-6736(phone)

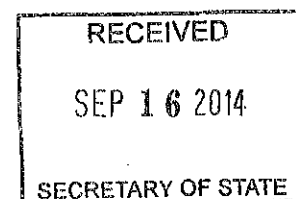
(785) 368-6443 (fax)

[cheryl.magathan@kreab.ks.gov](mailto:cheryl.magathan@kreab.ks.gov) (e-mail)

<http://www.kansas.gov/kreab> (website)

Sally Pritchett  
Executive Director

September 16, 2014



# Proposed

117-2-1. Licensed classification; education requirements. (a) ~~In order to sit for the licensed classification examination,~~ Each applicant shall meet the following requirements:

(1) Have successfully completed 30 semester hours of college-level coursework from an accredited college, junior college, community college, or university. The college or university shall be a degree-granting institution accredited by the commission on colleges or an accrediting agency that is recognized by the U.S. secretary of education or the Kansas board of regents. If an accredited college or university accepts the college-level examination program (CLEP) and any related examination and issues a transcript for the examination, indicating the approval of the college or university, the examination shall be considered as credit for the college course. Each applicant holding an associate's degree, or higher, from an accredited college, junior college, community college, or university shall have met the requirement specified in this paragraph;

(2) have received credit for 150 classroom hours in the following subjects, as specified:

(A) 30 classroom hours in basic appraisal principles;

(B) 30 classroom hours in basic appraisal procedures;

(C) 15 classroom hours in the national uniform standards of professional appraisal practice course or its equivalent;

(D) 15 classroom hours in market analysis and highest and best use;

(E) 15 classroom hours in residential appraisal site valuation and cost approach;

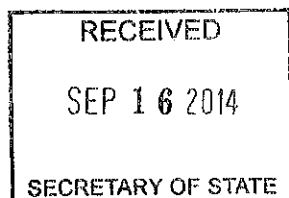
(F) 30 classroom hours in residential sales comparison and income approaches; and

(G) 15 classroom hours in residential report writing and case studies; and

~~(2)~~ (3) provide evidence, satisfactory to the board, of one of the following:

(A) Successful completion of courses approved by the board as specified in paragraph

~~(a)(1)~~ (a)(2); or



ATTORNEY GENERAL

SEP 11 2014

APPROVED BY 

APPROVED

AUG 29 2014

DEPT. OF ADMINISTRATION

(B) successful completion of courses not approved by the board, with evidence that the education covered all of the requirements specified in paragraph ~~(a)(1)~~ (a)(2).

(b) Credit toward the education requirements specified in paragraphs (a)(1) and (2) may also be obtained by completing a degree in real estate from an accredited degree-granting college or university approved by the association to advance collegiate schools of business or a national accreditation agency recognized by the U.S. secretary of education or Kansas board of regents if the college or university has had its curriculum reviewed and approved by the appraiser qualifications board (AQB).

(c) Classroom hours may be obtained only if both of the following conditions are met:

(1) The minimum length of the educational offering is at least 15 classroom hours.

(2) The applicant successfully completes an approved closed-book examination pertinent to that educational offering.

(e) (d) A distance education course may be deemed to meet the classroom hour requirement specified in paragraph ~~(a)(1)~~ (a)(2) if all of the following conditions are met:

(1) The course provides an environment in which the student has verbal or written communication with the instructor.

(2) The sponsor obtains course content approval from any of the following:

(A) The appraiser qualifications board;

(B) an appraiser licensing or certifying agency in this or any other state; or

(C) an accredited college, community college, or university that offers distance education programs and is approved or accredited by the commission on colleges, a regional or national accreditation association, or an accrediting agency that is recognized by the U.S. secretary of education or the Kansas board of regents. Each non-academic credit college course provided by a

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

SEP 11 2014

APPROVED

SEP 10 2014

DEPT. OF ADMINISTRATION

college shall be approved by the appraiser qualifications board or the appraiser licensing or certifying agency in this or any other state.

(3) The course design and delivery are approved by one of the following sources:

(A) An appraiser qualifications board-approved organization;

(B) a college that qualifies for course content approval as specified in paragraph ~~(e)(2)(C)~~ that ~~(d)(2)(C)~~ and awards academic credit for the distance education course; or

(C) a college that qualifies for course content approval as specified in paragraph ~~(e)(2)(C)~~ ~~(d)(2)(C)~~ with a distance education delivery program that approves the course design and that includes a delivery system incorporating interactivity.

~~(d)~~ (e) Each distance education course intended for use as qualifying education shall include a written examination proctored by an official approved by the college or university or by the sponsor.

~~(e)~~ (f) Any applicant who has completed two or more courses generally comparable in content, meaning topics covered, may receive credit only for the longest of the comparable courses completed. The national uniform standards of professional appraisal practice course (USPAP) taken in different years shall not be considered repetitive.

This regulation shall be effective on and after January 1, 2015. (Authorized by and implementing K.S.A. 58-4109; effective Jan. 21, 1991; amended, T-117-6-10-91, June 10, 1991; amended Aug. 5, 1991; amended May 24, 1993; amended Jan. 9, 1998; amended March 26, 1999; amended May 23, 2003; amended Jan. 1, 2008; amended April 16, 2010; amended P-\_\_\_\_\_.)

APPROVED

SEP 10 2014

DEPT. OF ADMINISTRATION

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

SEP 11 2014

APPROVED BY *[Signature]*

# Proposed

**117-2-2. State Licensed real property appraiser classification; appraisal experience requirement.** (a)(1) Each applicant for the licensed classification shall have 2,000 hours of appraisal experience obtained in at least 12 months.

Before beginning supervised experience, each applicant shall have completed a course that, at a minimum, meets the requirements contained in the board's document titled "supervisory appraiser/trainee appraiser course objectives and outline," dated September 3, 2014, which is hereby adopted by reference. The applicant shall submit proof of completion of the course to the board office before commencing supervised experience.

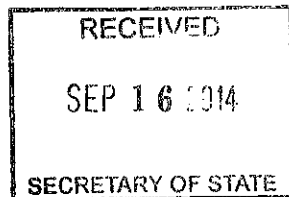
(2) At least six hours of real property appraisal experience shall be on an improved property.

(3) Acceptable appraisal experience shall include at least 1,500 hours of real property appraisal experience.

(4) Acceptable appraisal experience may include an aggregate maximum of 25% of the total number of experience hours in the following appraisal categories:

- (A) Mass appraisal;
- (B) real estate consulting;
- (C) review appraisal;
- (D) highest and best use analysis; and
- (E) feasibility analysis study.

(5) Experience hours may be granted for appraisals performed without a traditional client. However, appraisal experience gained from work without a traditional client shall not exceed 50% of the total appraisal experience requirement. Practicum courses that are approved by the



ATTORNEY GENERAL

SEP 08 2014

APPROVED BY 

APPROVED

SEP 05 2014

DEPT. OF ADMINISTRATION

appraiser qualifications board's course-approval program or by a state appraiser regulatory agency may also be used to meet the requirement for non-traditional client experience. Each practicum course shall include the generally applicable methods of appraisal practice for the state licensed classification. The course content shall include the following:

- (A) Requiring the student to produce credible appraisals that utilize an actual subject property;
- (B) performing market research containing sales analysis; and
- (C) applying and reporting the applicable appraisal approaches in conformity with the uniform standards of professional appraisal practice.

Each assignment shall require problem-solving skills for a variety of property types for the state licensed classification. Experience credit shall be granted for the actual number of classroom hours of instruction and hours of documented research and analysis as awarded from the practicum course approval process.

(6) For the purposes of this regulation, "traditional client" shall mean a client who hires an appraiser for a business purpose.

(b) All appraisal experience shall be in compliance with the uniform standards of professional appraisal practice (USPAP) as required by K.S.A. 58-4121 and amendments thereto. Each applicant's experience shall be appraisal work conforming to standards 1, 2, 3, 5, and 6, in which the applicant demonstrates proficiency in the appraisal principles, methodology, procedures, and reporting conclusions.

RECEIVED  
 SEP 16 2014  
 SECRETARY OF STATE

ATTORNEY GENERAL

SEP 08 2014

APPROVED BY *ef*

APPROVED

AUG 13 2014

DEPT. OF ADMINISTRATION



(c) The real property appraisal experience requirement specified in paragraph (a)(3) shall be met by time involved in the appraisal process. The appraisal process shall consist of the following:

- (1) Analyzing factors that affect value;
- (2) defining the problem;
- (3) gathering and analyzing data;
- (4) applying the appropriate analysis and methodology; and
- (5) arriving at an opinion and correctly reporting the opinion in compliance with USPAP.

(d)(1) In order for the board to determine whether or not the experience requirements have been satisfied, each applicant shall submit appraisal experience log sheets, in a format prescribed by the board, listing the appraisal reports completed by the applicant within the five-year period preceding the date of application. Each appraisal report shall be signed by the applicant or the preparer of the report who supervised the applicant. If the applicant does not sign the appraisal report, the preparer shall indicate whether or not the applicant provided significant professional assistance in the appraisal process.

(2) Each applicant shall maintain a record of the actual number of hours involved in completing an appraisal. Unless the board approves a greater number of experience hours for a particular appraisal based upon the unusually difficult or complex nature of the appraisal, the maximum number of experience hours for each appraisal shall be in accordance with the board's document titled "experience hours table," dated April 25, 2014, which is hereby adopted by reference.

RECEIVED  
 SEP 16 2014  
 SECRETARY OF STATE

ATTORNEY GENERAL  
 SEP 08 2014  
 APPROVED BY *sf*

APPROVED  
 AUG 12 2014  
 DEPT. OF ADMINISTRATION

(3) Each applicant shall maintain a separate log of appraisals completed with each supervising appraiser.

Each page of each supervised experience log shall include the certification number and the signature of the applicant's supervising appraiser, which shall serve as verification of the accuracy of the information.

(e) Upon request of the board, each applicant shall submit at least three appraisal reports selected by the board from the applicant's log sheet and one appraisal report selected by the applicant from the log sheet. The selected appraisal reports shall be reviewed in accordance with standard rule 3 by the board or the board's designee for competency, within the scope of practice of the appraisal work authorized for the licensed classification, by using the criteria specified in K.S.A. 58-4109(d) and amendments thereto and, in particular, standards 1 and 2 of the edition of USPAP in effect when the appraisal was performed. Approval of an applicant's experience hours shall be subject to board approval of the requisite number of experience hours and board approval of the selected appraisal reports.

This regulation shall be effective on and after January 1, 2015. (Authorized by and implementing K.S.A. 58-4109; effective Jan. 21, 1991; amended, T-117-6-10-91, June 10, 1991; amended Aug. 5, 1991; amended July 25, 1994; amended June 5, 1995; amended March 7, 1997; amended March 26, 1999; amended Oct. 8, 2004; amended Sept. 1, 2006; amended Jan. 1, 2008; amended April 16, 2010; amended Aug. 24, 2012; amended Aug. 22, 2014; amended P-\_\_\_\_\_.)

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

SEP 08 2014

APPROVED BY *SP*

APPROVED

AUG 12 2014

DEPT. OF ADMINISTRATION

# Proposed

117-2-2a. Licensed classification; experience supervision requirements. (a) In order for an applicant's experience to be approved by the board when the applicant is applying for the licensed classification, the experience shall have been supervised by an appraiser according to all of the following conditions:

(1) The supervising appraiser was a certified appraiser in good standing during the period of supervision. ~~On and after July 1, 2013, the supervising appraiser was in good standing in the jurisdiction in which the applicant practices for the two~~ three years immediately preceding supervision and during the period of supervision.

(2) ~~The supervising appraiser was state licensed or certified as an appraiser for at least two years immediately preceding the date on which the supervision began.~~

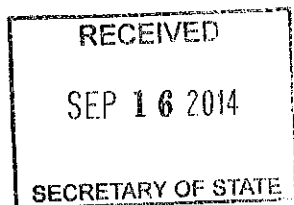
(3) The supervising appraiser did not supervise more than three applicants or provisional licensed appraisers, or any combination of these, at the same time.

(4) (3) The supervising appraiser maintained responsibility for supervision of the applicant by meeting both of the following requirements:

(A) Before signing the certification section or addendum, the supervising appraiser reviewed each appraisal report that the applicant prepared or provided assistance in developing, preparing, or communicating.

(B) The supervising appraiser met the following requirements:

(i) Ensured that at least the first 25 properties for which the applicant provided assistance in developing, preparing, or communicating an appraisal report were personally inspected by a supervising appraiser; and



ATTORNEY GENERAL

SEP 08 2014

APPROVED BY SF

APPROVED

JUL 18 2014

DEPT. OF ADMINISTRATION

(ii) continued to personally inspect each property for which the applicant provided assistance in developing, preparing, or communicating an appraisal report until the supervising appraiser was satisfied that the applicant was competent to appraise the property type, in accordance with the competency provision of the uniform standards of professional appraisal practice (USPAP) as required by K.S.A. 58-4121 and amendments thereto.

(4) The supervising appraiser has completed the course required in K.A.R. 117-2-2(a)(1). The supervising appraiser shall submit proof of completion of the course to the board office before beginning supervision.

(b) Each applicant shall be permitted to have more than one supervising appraiser.

(c) The supervising appraiser shall supervise the work of an applicant on appraisal reports performed on properties only if both of the following conditions are met:

(1) The supervising appraiser is permitted by the supervising appraiser's current credential to appraise the properties.

(2) The supervising appraiser is competent to appraise the properties.

This regulation shall be effective on and after January 1, 2015. (Authorized by and implementing K.S.A. 58-4109; effective July 1, 2007; amended Jan. 18, 2008; amended April 17, 2009; amended Aug. 24, 2012; amended P-\_\_\_\_\_.)

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

SEP 08 2014

APPROVED BY *SP*

APPROVED

AUG 29 2014

DEPT. OF ADMINISTRATION

**Proposed**

**117-2-3. Licensed classification; examination requirement.** (a) Except as specified in subsection (b), each applicant for the licensed classification shall be required to successfully complete the national uniform appraiser examination designated by the board for the licensed classification within 24 months from the date of the board's approval of that applicant to take the examination. The board's approval shall be based upon the applicant's completion of the education requirements in K.A.R. 117-2-1 and experience requirements in K.A.R. 117-2-2.

The applicant's successful completion of the examination shall be valid for 24 months.

(b) The only alternative to successful completion of the licensed classification examination shall be the successful completion of the residential or general classification examination.

This regulation shall be effective on and after January 1, ~~2008~~ 2015. (Authorized by and implementing K.S.A. 58-4109; effective, T-117-6-10-91, June 10, 1991; effective Aug. 5, 1991; amended, T-117-7-1-05, July 1, 2005; amended Oct. 28, 2005; amended Jan. 1, 2008; amended P-\_\_\_\_\_.)

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

AUG 27 2014

APPROVED BY *EF*

APPROVED

JUL 18 2014

DEPT. OF ADMINISTRATION

117-3-1. General classification; education requirements. (a) ~~Except as provided in subsection (e), in order to sit for the general classification examination,~~ Each applicant shall meet the following requirements:

(1)(A) Have a bachelor's degree or higher from an accredited college or university; or

~~(B) have passed all of the following types of courses from an accredited college, junior college, community college, or university for a total of 30 semester credit hours, except as specified in subsection (b):~~

~~(i) English composition;~~

~~(ii) microeconomics;~~

~~(iii) macroeconomics;~~

~~(iv) finance;~~

~~(v) algebra, geometry, or higher mathematics;~~

~~(vi) statistics;~~

~~(vii) computers, word processing, or spreadsheets;~~

~~(viii) business or real estate law; and~~

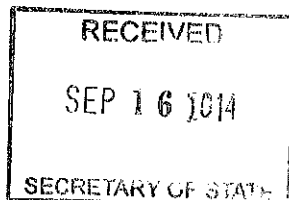
~~(ix) two elective courses in accounting, geography, agricultural economics, business management, or real estate;~~

(2) have received credit for 300 classroom hours in the following subjects, as specified:

(A) 30 classroom hours in basic appraisal principles;

(B) 30 classroom hours in basic appraisal procedures;

(C) 15 classroom hours in the national uniform standards of professional appraisal practice course or its equivalent;



ATTORNEY GENERAL

AUG 27 2014

APPROVED BY *sf*

APPROVED

JUL 18 2014

DEPT. OF ADMINISTRATION

- (D) 30 classroom hours in general appraisal market analysis and highest and best use;
- (E) 15 classroom hours in statistics, modeling, and finance;
- (F) 30 classroom hours in the general appraisal sales comparison approach;
- (G) 30 classroom hours in the general appraisal site valuation and cost approach;
- (H) 60 classroom hours in the general appraisal income approach;
- (I) 30 classroom hours in general appraisal report writing and case studies; and
- (J) 30 classroom hours in appraisal subject matter electives, which may include hours over

the minimum specified in paragraphs (a)(2)(A) through (I); and

(3) provide evidence, satisfactory to the board, of one of the following:

(A) Successful completion of courses approved by the board as specified in paragraph

(a)(2); or

(B) successful completion of courses not approved by the board, with evidence that the education covered all of the requirements specified in paragraph (a)(2).

~~(b) If an accredited college or university accepts the college-level examination program (CLEP) examination and issues a transcript for an exam showing its approval, the examination shall be considered as credit for the corresponding college course~~ Credit toward the education requirements specified in paragraph (a)(2) may also be obtained by completing a degree in real estate from an accredited degree-granting college or university approved by the association to advance collegiate schools of business or a regional or national accreditation agency recognized by the U.S. secretary of education if the college or university has had its curriculum reviewed and approved by the appraiser qualifications board (AQB).

(c) Classroom hours may be obtained only if both of the following conditions are met:

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

AUG 27 2014

APPROVED BY 

APPROVED

JUL 22 2014

DEPT. OF ADMINISTRATION

(1) The length of the educational offering is at least 15 classroom hours.

(2) The applicant successfully completes an approved closed-book examination pertinent to that educational offering.

(d) The 300 classroom hours specified in paragraph (a)(2) may include a portion of the 150 classroom hours required for the licensed classification or the 200 classroom hours required for the residential classification.

(e)(1) Any appraiser holding a valid state license as a real property appraiser may meet the educational requirements for the general classification by performing the following:

(A) Satisfying the college-level educational requirements as specified in paragraph (a)(1);  
and

(B) completing an additional 150 educational hours in the following subjects:

(i) 15 hours of general appraiser market analysis and highest and best use;

(ii) 15 hours of statistics, modeling, and finance;

(iii) 15 hours of general appraiser sales comparison approach;

(iv) 15 hours of general appraiser site valuation and cost approach;

(v) 45 hours of general appraiser income approach;

(vi) 15 hours of general appraiser report writing and case studies; and

(vii) 30 hours of appraisal subject matter electives.

(2) Any appraiser holding a valid residential real property appraiser credential may meet the educational requirements for the general classification by performing the following:

(A) Satisfying the college-level educational requirements as specified in paragraph (a)(1);  
and

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL  
AUG 27 2014

APPROVED BY *SK*

APPROVED  
JUL 18 2014  
DEPT. OF ADMINISTRATION



(B) completing an additional 100 educational hours in the following subjects:

(i) 15 hours of general appraiser market analysis and highest and best use;

(ii) 15 hours of general appraiser sales comparison approach;

(iii) 15 hours of general appraiser site valuation and cost approach;

(iv) 45 hours of general appraiser income approach; and

(v) 10 hours of general appraiser report writing and case studies.

(f) A distance education course may be deemed to meet the classroom hour requirement specified in paragraph (a)(2) if all of the following conditions are met:

(1) The course provides an environment in which the student has verbal or written communication with the instructor.

(2) The sponsor obtains course content approval from any of the following:

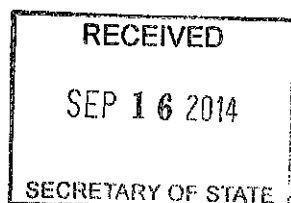
(A) The appraiser qualifications board;

(B) an appraiser licensing or certifying agency in this or any other state; or

(C) an accredited college, community college, or university that offers distance education programs and is approved or accredited by the commission on colleges, a regional or national accreditation association, or an accrediting agency that is recognized by the U.S. secretary of education. Each non-academic credit college course provided by a college shall be approved by the appraiser qualifications board or the appraiser licensing or certifying agency in this or any other state.

(3) The course design and delivery are approved by one of the following sources:

(A) An appraiser qualifications board-approved organization;



ATTORNEY GENERAL

AUG 27 2014

APPROVED BY

APPROVED

JUL 18 2014

DEPT. OF ADMINISTRATION

(B) a college that qualifies for course content approval as specified in paragraph (f)(2)(C) that awards academic credit for the distance education course; or

(C) a college that qualifies for course content approval as specified in paragraph (f)(2)(C) with a distance education delivery program that approves the course design and that includes a delivery system incorporating interactivity.

(g) Each distance education course intended for use as qualifying education shall include a written examination proctored by an official approved by the college or university or by the sponsor.

(h) Any applicant who has completed two or more courses generally comparable in content, meaning topics covered, may receive credit only for the longest of the comparable courses completed. The national uniform standards of professional appraisal practice course (USPAP) taken in different years shall not be considered repetitive.

This regulation shall be effective on and after January 1, 2015. (Authorized by and implementing K.S.A. 58-4109; effective Jan. 21, 1991; amended, T-117-6-10-91, June 10, 1991; amended Aug. 5, 1991; amended May 24, 1993; amended Jan. 9, 1998; amended March 26, 1999; amended May 23, 2003; amended Jan. 1, 2008; amended July 10, 2009; amended April 16, 2010; amended P-\_\_\_\_\_.)

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

AUG 27 2014

APPROVED BY 

APPROVED

JUL 22 2014

DEPT. OF ADMINISTRATION

Proposed

117-3-2. ~~Certified General real property appraiser classification~~; appraisal experience requirement. (a)(1) Each applicant for the general classification shall have 3,000 hours of appraisal experience obtained over a period of at least 30 months.

Before beginning supervised experience, each applicant shall have completed a course that, at a minimum, meets the requirements contained in the board's document titled "supervisory appraiser/trainee appraiser course objectives and outline," dated September 3, 2014, which is hereby adopted by reference. The applicant shall submit proof of completion of the course to the board office before commencing supervised experience.

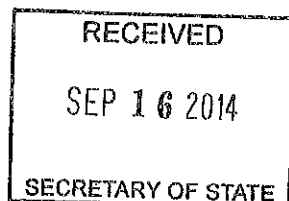
(2) At least six hours of real property appraisal experience shall be on an improved property.

(3) At least 1,500 hours of appraisal experience shall have been nonresidential appraisal work. For purposes of this regulation, "residential" shall be defined as residential units for one to four families.

(4) Acceptable appraisal experience shall include at least 2,250 experience hours of real property appraisal experience.

(5) Acceptable appraisal experience may include an aggregate maximum of 25% of the total number of experience hours in the following appraisal categories:

- (A) Mass appraisal;
- (B) review appraisal;
- (C) highest and best use analysis; and
- (D) feasibility analysis study.



ATTORNEY GENERAL

SEP 08 2014

APPROVED BY SF

APPROVED

SEP 05 2014

DEPT. OF ADMINISTRATION

(6) Experience hours may be granted for appraisals performed without a traditional client. However, appraisal experience gained from work without a traditional client shall not exceed 50% of the total appraisal experience requirement. Practicum courses that are approved by the appraiser qualifications board's course-approval program or by a state appraiser regulatory agency may also be used to meet the requirement for non-traditional client experience. Each practicum course shall include the generally applicable methods of appraisal practice for the general classification. The course content shall include the following:

- (A) Requiring the student to produce credible appraisals that utilize an actual subject property;
- (B) performing market research containing sales analysis; and
- (C) applying and reporting the applicable appraisal approaches in conformity with the uniform standards of professional appraisal practice.

Each practicum course assignment shall require problem-solving skills for a variety of property types for the general classification. Experience credit shall be granted for the actual number of classroom hours of instruction and hours of documented research and analysis as awarded from the practicum course approval process.

(7) For the purposes of this regulation, "traditional client" shall mean a client who hires an appraiser for a business purpose.

(b) All appraisal experience shall be in compliance with the uniform standards of professional appraisal practice (USPAP) as required by K.S.A. 58-4121 and amendments thereto. Each applicant's experience shall be appraisal work conforming to standards 1, 2, 3, 5, and 6, in

RECEIVED  
 SEP 16 2014  
 SECRETARY OF STATE

ATTORNEY GENERAL

SEP 08 2014

APPROVED BY *sf*

APPROVED

AUG 12 2014

DEPT. OF ADMINISTRATION

which the applicant demonstrates proficiency in the appraisal principles, methodology, procedures, and report conclusions.

(c) The real property appraisal experience requirement specified in paragraph (a)(4) shall be met by time involved in the appraisal process. The appraisal process shall consist of the following:

- (1) Analyzing factors that affect value;
- (2) defining the problem;
- (3) gathering and analyzing data;
- (4) applying the appropriate analysis and methodology; and
- (5) arriving at an opinion and correctly reporting the opinion in compliance with USPAP.

(d)(1) In order for the board to determine whether or not the experience requirements have been satisfied, each applicant shall submit appraisal experience log sheets, in a format prescribed by the board, listing the appraisal reports completed by the applicant within the five-year period preceding the date of application. Each appraisal report shall be signed by the applicant or the preparer of the report who supervised the applicant. If the applicant does not sign the appraisal report, the preparer shall indicate whether or not the applicant provided significant professional assistance in the appraisal process.

(2) Each applicant shall maintain a record of the actual number of hours involved in completing an appraisal. Unless the board approves a greater number of experience hours for a particular appraisal based upon the unusually difficult or complex nature of the appraisal, the maximum number of experience hours for each appraisal shall be in accordance with the board's

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL  
SEP 08 2014  
APPROVED BY *SF*

APPROVED  
AUG 12 2014  
DEPT. OF ADMINISTRATION

**Proposed**

document titled "experience hours table," dated April 25, 2014, which is hereby adopted by reference.


(3) If an applicant has both supervised experience and unsupervised experience, the applicant shall maintain a separate log of appraisals for each type of experience.

When logging supervised experience, the applicant shall maintain a separate log of appraisals completed with each supervising appraiser. Each page of each supervised experience log shall include the certification number and the signature of that applicant's supervising appraiser, which shall serve as verification of the accuracy of the information.

(e) Upon request of the board, each applicant shall submit at least three appraisal reports selected by the board from the applicant's log sheet and one appraisal report selected by the applicant from the log sheet. The selected appraisal reports shall be reviewed by the board or the board's designee, in accordance with standard rule 3, for competency within the scope of practice of the appraisal work authorized for the general classification, by using the criteria specified in K.S.A. 58-4109(d) and amendments thereto and, in particular, standard rules 1 and 2 of the edition of USPAP in effect when the appraisal was performed. Approval of an applicant's experience hours shall be subject to board approval of the requisite number of experience hours and board approval of the selected appraisal reports.

This regulation shall be effective on and after January 1, 2015. (Authorized by and implementing K.S.A. 58-4109; effective Jan. 21, 1991; amended, T-117-6-10-91, June 10, 1991; amended Aug. 5, 1991; amended July 25, 1994; amended June 5, 1995; amended March 7, 1997; amended Jan. 9, 1998; amended March 26, 1999; amended Oct. 8, 2004; amended Sept. 1, 2006;

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL  
SEP 08 2014  
APPROVED BY 

APPROVED  
AUG 12 2014  
DEPT. OF ADMINISTRATION

Proposed

K.A.R. 117-3-2  
Page 5

amended Jan. 1, 2008; amended April 16, 2010; amended Aug. 24, 2012; amended Aug. 22, 2014;  
amended P-\_\_\_\_\_.)

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

SEP 08 2014

APPROVED BY SF

APPROVED

AUG 12 2014

DEPT. OF ADMINISTRATION

# Proposed

**117-3-2a. General classification; experience supervision requirements.** (a) In order for an applicant's experience to be approved by the board when the applicant is applying for the general classification, all experience attained by an unlicensed or uncertified individual or by a licensed or certified appraiser whose experience is outside that appraiser's scope of practice shall have been supervised by an appraiser according to the following terms and conditions:

(1) The supervising appraiser was a certified appraiser in good standing in the jurisdiction in which the applicant practices for the three years immediately preceding supervision and during the period of supervision.

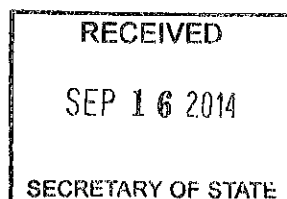
~~(2) The supervising appraiser was state licensed or certified as an appraiser for at least two years immediately preceding the date on which the supervision began. On and after July 1, 2013, the supervising appraiser was in good standing for the two years immediately preceding supervision and during the period of supervision.~~

~~(3) The supervising appraiser did not supervise more than three applicants or provisional licensed appraisers, or any combination of these, at the same time.~~

(4) ~~(3)~~ The supervising appraiser maintained responsibility for supervision of the applicant by meeting both of the following requirements:

(A) Before signing the certification section or addendum, the supervising appraiser reviewed each appraisal report that the applicant prepared or provided assistance in developing, preparing, or communicating.

(B) The supervising appraiser met the following requirements:



ATTORNEY GENERAL

SEP 08 2014

APPROVED BY SF

APPROVED

JUL 18 2014

DEPT. OF ADMINISTRATION



(i) Ensured that at least the first 25 properties for which the applicant provided assistance in developing, preparing, or communicating an appraisal report were personally inspected by a supervising appraiser; and

(ii) continued to personally inspect each property for which the applicant provided assistance in developing, preparing, or communicating an appraisal report until the supervisor was satisfied that the applicant was competent to appraise the property type, in accordance with the competency provision of the uniform standards of professional appraisal practice (USPAP) as required by K.S.A. 58-4121 and amendments thereto.

(4) The supervising appraiser has completed the course required in K.A.R. 117-3-2(a)(1). The supervising appraiser shall submit proof of completion of the course to the board office before beginning supervision.

(b) Each applicant shall be permitted to have more than one supervising appraiser.

(c) The supervising appraiser shall supervise the work of an applicant on appraisal reports performed on properties only if both of the following conditions are met:

(1) The supervising appraiser is permitted by the supervising appraiser's current credential to appraise the properties.

(2) The supervising appraiser is competent to appraise the properties.

This regulation shall be effective on and after January 1, 2015. (Authorized by and implementing K.S.A. 58-4109; effective July 1, 2007; amended July 1, 2007; amended Jan. 18, 2008; amended April 17, 2009; amended Aug. 24, 2012; amended P-\_\_\_\_\_.)

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

GENERAL  
SEP 08 2014  
APPROVED BY SF

APPROVED  
AUG 29 2014  
DEPT. OF ADMINISTRATION

**Proposed**

**117-3-3. General classification; examination requirement.** Each applicant for the general classification shall be required to successfully complete the national uniform appraiser examination designated by the board for the general classification within 24 months from the date of the board's approval of that applicant to take the examination. The board's approval shall be based upon the applicant's completion of the education requirements in K.A.R. 117-3-1 and experience requirements in K.A.R. 117-3-2.

The applicant's successful completion of the examination shall be valid for 24 months.

This regulation shall be effective on and after January 1, 2015. (Authorized by and implementing K.S.A. 58-4109, as amended by L. 2005, Ch. 179, Sec. 20; effective, T-117-6-10-91, June 10, 1991; effective Aug. 5, 1991; amended, T-117-7-1-05, July 1, 2005; amended Oct. 28, 2005; amended P-\_\_\_\_\_.)

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL  
AUG 27 2014  
APPROVED BY SF

APPROVED  
JUL 22 2014  
DEPT. OF ADMINISTRATION

Proposed

117-4-1. Residential classification; education requirements. (a) Except as provided in subsection (d), in order to sit for the residential classification examination, Each applicant shall meet the following requirements:

(1)(A) Have an ~~associate's~~ bachelor's degree or higher from an accredited college, junior college, community college, or university; or

(B) ~~have passed all of the following types of courses from an accredited college, junior college, community college, or university for a total of 21 semester credit hours, except as specified in subsection (b):~~

~~(i) English composition;~~

~~(ii) principles of economics, either microeconomics or macroeconomics;~~

~~(iii) finance;~~

~~(iv) algebra, geometry, or higher mathematics;~~

~~(v) statistics;~~

~~(vi) computers, word processing, or spreadsheets; and~~

~~(vii) business or real estate law;~~

(2) have received credit for 200 classroom hours in the following subjects, as specified:

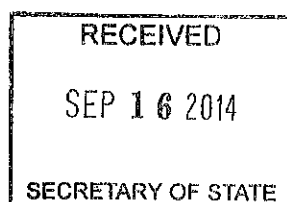
(A) 30 classroom hours in basic appraisal principles;

(B) 30 classroom hours in basic appraisal procedures;

(C) 15 classroom hours in the national uniform standards of professional appraisal practice course or its equivalent;

(D) 15 classroom hours in residential market analysis and highest and best use;

(E) 15 classroom hours in the residential appraiser site valuation and cost approach;



ATTORNEY GENERAL

AUG 27 2014

APPROVED BY 

APPROVED

JUL 23 2014

DEPT. OF ADMINISTRATION

- (F) 30 classroom hours in residential sales comparison and income approaches;
- (G) 15 classroom hours in residential report writing and case studies;
- (H) 15 classroom hours in statistics, modeling, and finance;
- (I) 15 classroom hours in advanced residential applications and case studies; and
- (J) 20 classroom hours in appraisal subject matter electives, which may include hours over the minimum specified in paragraphs (a)(2)(A) through (I); and

(3) provide evidence, satisfactory to the board, of one of the following:

(A) Successful completion of courses approved by the board as specified in paragraph (a)(2); or

(B) successful completion of courses not approved by the board, with evidence that the education covered all of the requirements specified in paragraph (a)(2).

~~(b) If an accredited college or university accepts the college-level examination program (CLEP) examination and issues a transcript for an exam showing its approval, the examination shall be considered as credit for the corresponding college course~~ Credit toward the education requirements specified in paragraph (a)(2) may also be obtained by completing a degree in real estate from an accredited degree-granting college or university approved by the association to advance collegiate schools of business or a regional or national accreditation agency recognized by the U.S. secretary of education if the college or university has had its curriculum reviewed and approved by the appraiser qualifications board (AQB).

(c) Classroom hours may be obtained only if both of the following conditions are met:

(1) The length of the educational offering is at least 15 classroom hours.

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

AUG 27 2014

APPROVED BY 

APPROVED

JUL 22 2014

DEPT. OF ADMINISTRATION

(2) The applicant successfully completes an approved closed-book examination pertinent to that educational offering.

(d) Any appraiser holding a valid state license as a real property appraiser may meet the educational requirements for residential classification by performing the following:

(1) Satisfying the college-level educational requirements as specified in paragraph (a)(1);

and

(2) completing an additional 50 educational hours in the following subjects:

(A) 15 hours of statistics, modeling, and finance;

(B) 15 hours of advanced residential applications and case studies; and

(C) 20 hours of appraisal subject matter electives.

(e) The 200 classroom hours specified in paragraph (a)(2) may include a portion of the 150 classroom hours required for the licensed classification.

(f) A distance education course may be deemed to meet the classroom hour requirement specified in paragraph (a)(2) if all of the following conditions are met:

(1) The course provides an environment in which the student has verbal or written communication with the instructor.

(2) The sponsor obtains course content approval from any of the following:

(A) The appraiser qualifications board;

(B) an appraiser licensing or certifying agency in this or any other state; or

(C) an accredited college, community college, or university that offers distance education programs and is approved or accredited by the commission on colleges, a regional or national accreditation association, or an accrediting agency that is recognized by the U.S. secretary of

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

AUG 27 2014

APPROVED BY

APPROVED

JUL 18 2014

DEPT. OF ADMINISTRATION

education. Each non-academic credit college course provided by a college shall be approved by the appraiser qualifications board or the appraiser licensing or certifying agency in this or any other state.

(3) The course design and delivery are approved by one of the following sources:

(A) An appraiser qualifications board-approved organization;

(B) a college that qualifies for course content approval as specified in paragraph (f)(2)(C) ~~that~~ and awards academic credit for the distance education course; or

(C) a college that qualifies for course content approval as specified in paragraph (f)(2)(C) with a distance education delivery program that approves the course design and ~~that~~ includes a delivery system incorporating interactivity.

(g) Each distance education course intended for use as qualifying education shall include a written examination proctored by an official approved by the college or university or by the sponsor.

(h) Any applicant who has completed two or more courses generally comparable in content, meaning topics covered, may receive credit only for the longest of the comparable courses completed. The national uniform standards of professional appraisal practice course (USPAP) taken in different years shall not be considered repetitive.

This regulation shall be effective on and after January 1, 2015. (Authorized by and implementing K.S.A. 58-4109; effective Jan. 21, 1991; amended, T-117-6-10-91, June 10, 1991; amended Aug. 5, 1991; amended May 24, 1993; amended Jan. 1, 1994; amended Jan. 9, 1998; amended March 26, 1999; amended May 23, 2003; amended Jan. 1, 2008; amended July 10, 2009; April 16, 2010; amended P-\_\_\_\_\_.)

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

AUG 27 2014

APPROVED BY *gr*

APPROVED

JUL 22 2014

DEPT. OF ADMINISTRATION

117-4-2. ~~Certified residential real property appraiser classification~~; appraisal experience requirement. (a)(1) Each applicant for the residential classification shall have 2,500 hours of appraisal experience obtained over a period of at least 24 months.

Before beginning supervised experience, each applicant shall have completed a course that, at a minimum, meets the requirements contained in the board's document titled "supervisory appraiser/trainee appraiser course objectives and outline," dated September 3, 2014, which is hereby adopted by reference. The applicant shall submit proof of completion of the course to the board office before commencing supervised experience.

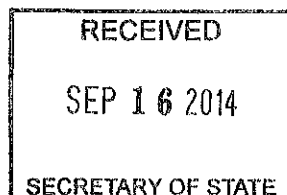
(2) At least six hours of real property appraisal experience shall be on an improved property.

(3) Acceptable appraisal experience shall include at least 1,875 experience hours of real property appraisal experience.

(4) Acceptable appraisal experience may include an aggregate maximum of 25% of the total number of experience hours in the following appraisal categories:

- (A) Mass appraisal;
- (B) review appraisal;
- (C) highest and best use analysis; and
- (D) feasibility analysis study.

(5) Experience hours may be granted for appraisals performed without a traditional client. However, appraisal experience gained from work without a traditional client shall not exceed 50% of the total appraisal experience requirement. Practicum courses that are approved by the appraiser qualifications board's course-approval program or by a state appraiser regulatory agency



ATTORNEY GENERAL

SEP 08 2014

APPROVED BY SF

APPROVED

SEP 05 2014

DEPT. OF ADMINISTRATION

may also be used to meet the requirement for non-traditional client experience. Each practicum course shall include the generally applicable methods of appraisal practice for the residential classification. The course content shall include the following:

- (A) Requiring the student to produce credible appraisals that utilize an actual subject property;
- (B) performing market research containing sales analysis; and
- (C) applying and reporting the applicable appraisal approaches in conformity with the uniform standards of professional appraisal practice.

Each assignment shall require problem-solving skills for a variety of property types for the residential classification. Experience credit shall be granted for the actual classroom hours of instruction and hours of documented research and analysis as awarded from the practicum course approval process.

(6) For the purposes of this regulation, "traditional client" shall mean a client who hires an appraiser for a business purpose.

(b) All appraisal experience shall be in compliance with the uniform standards of professional appraisal practice (USPAP) as required by K.S.A. 58-4121 and amendments thereto. Each applicant's experience shall be appraisal work conforming to standards 1, 2, 3, 5, and 6, in which the applicant demonstrates proficiency in the appraisal principles, methodology, procedures, and report conclusions.

(c) The real property appraisal experience requirement specified in paragraph (a)(3) shall be met by time involved in the appraisal process. The appraisal process shall consist of the following:

RECEIVED  
 SEP 16 2014  
 SECRETARY OF STATE

ATTORNEY GENERAL

SEP 08 2014

APPROVED BY *sf*

APPROVED

AUG 12 2014

DEPT. OF ADMINISTRATION



- (1) Analyzing factors that affect value;
- (2) defining the problem;
- (3) gathering and analyzing data;
- (4) applying the appropriate analysis and methodology; and
- (5) arriving at an opinion and correctly reporting the opinion in compliance with USPAP.

(d)(1) In order for the board to determine whether or not the experience requirements have been satisfied, each applicant shall submit appraisal experience log sheets, in a format prescribed by the board, listing the appraisal reports completed by the applicant within the five-year period preceding the date of application. Each appraisal report shall be signed by the applicant or the preparer of the report who supervised the applicant. If the applicant does not sign the appraisal report, the preparer shall indicate whether or not the applicant provided significant professional assistance in the appraisal process.

(2) Each applicant shall maintain a record of the actual number of hours involved in completing an appraisal. Unless the board approves a greater number of experience hours for a particular appraisal based upon the unusually difficult or complex nature of the appraisal, the maximum number of experience hours for each appraisal shall be in accordance with the board's document titled "experience hours table," dated April 25, 2014, which is hereby adopted by reference.

(3) Each applicant shall maintain a separate log of appraisals for supervised experience and for unsupervised experience.

When logging supervised experience, the applicant shall maintain a separate log of appraisals completed with each supervising appraiser. Each page of each supervised experience

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

SEP 08 2014

APPROVED BY: *sf*

APPROVED

AUG 12 2014

DEPT. OF ADMINISTRATION

log shall include the certification number and the signature of that applicant's supervising appraiser, which shall serve as verification of the accuracy of the information.

(e) Upon request of the board, each applicant shall submit at least three appraisal reports selected by the board from the applicant's log sheet and one appraisal report selected by the applicant from the log sheet. The selected appraisal reports shall be reviewed by the board or the board's designee, in accordance with standard rule 3 for competency within the scope of practice of the appraisal work authorized for the residential classification, by using the criteria specified in K.S.A. 58-4109(d) and amendments thereto and, in particular, standard rules 1 and 2 of the edition of USPAP in effect when the appraisal was performed. Approval of an applicant's experience hours shall be subject to board approval of the requisite number of experience hours and board approval of the selected appraisal reports.

This regulation shall be effective on and after January 1, 2015. (Authorized by and implementing K.S.A. 58-4109; effective, T-117-6-10-91, June 10, 1991; effective Aug. 5, 1991; amended July 25, 1994; amended June 5, 1995; amended March 7, 1997; amended Jan. 9, 1998; amended March 26, 1999; amended Oct. 8, 2004; amended Sept. 1, 2006; amended Jan. 1, 2008; amended April 16, 2010; amended Aug. 24, 2012; amended Aug. 22, 2014; amended P-\_\_\_\_\_.)

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

SEP 08 2014

APPROVED BY 87

APPROVED

AUG 12 2014

DEPT. OF ADMINISTRATION

# Proposed

117-4-2a. Residential classification; experience supervision requirements. (a) In order for an applicant's experience to be approved by the board when the applicant is applying for the residential classification, all experience attained by an unlicensed individual or by a licensed appraiser whose experience is outside that appraiser's scope of practice shall have been supervised by an appraiser according to all of the following conditions:

(1) ~~The supervising appraiser was a certified appraiser in good standing during the period of supervision. On and after July 1, 2013, the supervising appraiser was in good standing in the jurisdiction in which the applicant practices for the two~~ three years immediately preceding supervision and during the period of supervision.

~~(2) The supervising appraiser was state licensed or certified as an appraiser for at least two years immediately preceding the date on which the supervision began.~~

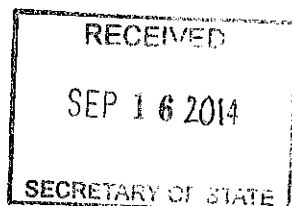
~~(3) The supervising appraiser did not supervise more than three applicants or provisional licensed appraisers, or any combination of these, at the same time.~~

(4) ~~(3)~~ The supervising appraiser maintained responsibility for supervision of the applicant by meeting both of the following requirements:

(A) Before signing the certification section or addendum, the supervising appraiser reviewed each appraisal report that the applicant prepared or provided assistance in developing, preparing, or communicating.

(B) The supervising appraiser met the following requirements:

(i) Ensured that at least the first 25 properties for which the applicant provided assistance in developing, preparing, or communicating an appraisal report were personally inspected by a supervising appraiser; and



ATTORNEY GENERAL

SEP 08 2014

APPROVED BY *SP*

APPROVED

JUL 18 2014

DEPT. OF ADMINISTRATION

(ii) continued to personally inspect each property for which the applicant provided assistance in developing, preparing, or communicating an appraisal report until the supervising appraiser was satisfied that the applicant was competent to appraise the property type, in accordance with the competency provision of the uniform standards of professional appraisal practice (USPAP) as required by K.S.A. 58-4121 and amendments therelo.

(4) The supervising appraiser has completed the course required by K.A.R. 117-4-2(a)(1). The supervising appraiser shall submit proof of completion of the course to the board office before beginning supervision.

(b) Each applicant shall be permitted to have more than one supervising appraiser.

(c) The supervising appraiser shall supervise the work of an applicant on appraisal reports performed on properties only if both of the following conditions are met:

(1) The supervising appraiser is permitted by the supervising appraiser's current credential to appraise the properties.

(2) The supervising appraiser is competent to appraise the properties.

This regulation shall be effective on and after January 1, 2015. (Authorized by and implementing K.S.A. 58-4109; effective July 1, 2007; amended July 1, 2007; amended Jan. 18, 2008; amended April 17, 2009; amended Aug. 24, 2012; amended P-\_\_\_\_\_.)

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

SEP 08 2014

APPROVED BY *SP*

APPROVED

AUG 29 2014

DEPT. OF ADMINISTRATION

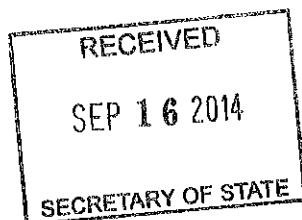
**Proposed**

**117-4-3. Residential classification; examination requirement.** (a) Except as specified in subsection (b), each applicant for the residential classification shall be required to successfully complete the national uniform appraiser examination designated by the board for the residential classification within 24 months from the date of the board's approval of that applicant to take the examination. The board's approval shall be based upon the applicant's completion of the education requirements in K.A.R. 117-4-1 and experience requirements in K.A.R. 117-4-2,

The applicant's successful completion of the examination shall be valid for 24 months.

(b) The only alternative to the successful completion of the residential classification examination shall be the successful completion of the general classification examination.

This regulation shall be effective on and after January 1, ~~2008~~ 2015. (Authorized by and implementing K.S.A. 58-4109; effective, T-117-6-10-91, June 10, 1991; effective Aug. 5, 1991; amended, T-117-7-1-05, July 1, 2005; amended Oct. 28, 2005; amended Jan. 1, 2008; amended P-\_\_\_\_\_.)



ATTORNEY GENERAL

AUG 27 2014

APPROVED BY 

APPROVED

JUL 18 2014

DEPT. OF ADMINISTRATION

# Proposed

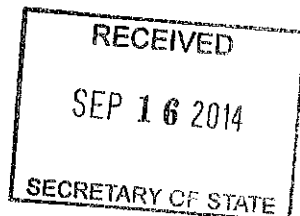
117-5-1. Provisional classification; education requirements. In order to be eligible for the provisional classification, each applicant shall complete meet the education requirements listed specified in the following:

(a) K.A.R. 117-2-1(a)(1), K.A.R. 117-3-1(a)(1), or K.A.R. 117-4-1(a)(1), or K.A.R. 117-3-4;

and

(b) within the five years preceding the date of application, K.A.R. 117-2-1(a)(2), K.A.R. 117-3-1(a)(2), or K.A.R. 117-4-1(a)(2).

This regulation shall be effective on and after January 1, 2015. (Authorized by and implementing K.S.A. 58-4109; effective Aug. 15, 1994; amended April 24, 1998; amended Sept. 1, 2006; amended P-\_\_\_\_\_.)



ATTORNEY GENERAL

AUG 27 2014

APPROVED BY 

APPROVED

JUL 25 2014

DEPT. OF ADMINISTRATION

# Proposed

117-5-2. ~~State Provisional licensed real property appraiser classification; supervised experience requirements.~~ (a) Each provisional licensed appraiser's work in developing, preparing, or communicating an appraisal report shall be directly supervised by a supervising appraiser as specified in K.A.R. 117-5-2a.

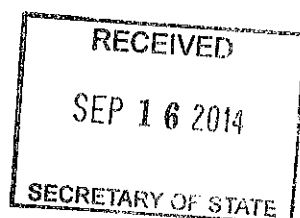
(b) Before beginning supervised experience, each provisional licensed appraiser shall have completed a course that, at a minimum, meets the requirements contained in the board's document titled "supervisory appraiser/trainee appraiser course objectives and outline," dated September 3, 2014, which is hereby adopted by reference. Each provisional licensed appraiser shall submit proof of completion of the course to the board office before commencing supervised experience.

(c) Each appraisal report shall be signed by the provisional licensed appraiser or by the preparer of the report who supervised the provisional licensed appraiser, certifying that the report is in compliance with the uniform standards of professional appraisal practice of the appraisal foundation in effect at the time of the appraisal.

(d) ~~(e)~~ If the provisional licensed appraiser does not sign the appraisal report, the preparer of the report who supervised the provisional licensed appraiser shall describe, in the certification section or in the dated and signed addendum to the certification page of the appraisal report, the extent to which the provisional licensed appraiser provided assistance in developing, preparing, or communicating the appraisal through generally accepted appraisal methods and techniques.


(e) ~~(e)~~ Each provisional licensed appraiser shall be permitted to have more than one supervising appraiser.

(f) ~~(f)~~ In order to be licensed as a real property appraiser, certified as a general real property appraiser, or certified as a residential real property appraiser, the provisional licensed appraiser shall complete the experience requirements in K.A.R. 117-2-2, K.A.R. 117-3-2, or K.A.R. 117-4-2.



ATTORNEY GENERAL

SEP 08 2014

APPROVED BY 

APPROVED

SEP 05 2014

DEPT. OF ADMINISTRATION

(f) (g) The requirements for real property appraisal experience specified in K.A.R. 117-2-2, K.A.R. 117-3-2, and K.A.R. 117-4-2 shall be met by time involved in the appraisal process. The appraisal process shall consist of the following:

- (1) Analyzing factors that affect value;
- (2) defining the problem;
- (3) gathering and analyzing data;
- (4) applying the appropriate analysis and methodology; and
- (5) arriving at an opinion and correctly reporting the opinion in compliance with the national uniform standards of professional appraisal practice.

(g) (h)(1) In order for the board to determine whether or not the experience requirements have been satisfied, each provisional licensed appraiser shall submit appraisal experience log sheets, in a format prescribed by the board, listing the appraisal reports completed by the applicant within the five-year period preceding the date of application.

(2) Each page of the log shall include the certification number and the signature of the supervising appraiser, which shall serve as verification of the accuracy of the information.

(3) Each applicant shall maintain a record of the actual number of hours involved in completing an appraisal. Unless the board approves a greater number of experience hours for a particular appraisal based upon the unusually difficult or complex nature of the appraisal, the maximum number of experience hours for each appraisal shall be in accordance with the board's document titled "experience hours table," dated April 25, 2014, which is hereby adopted by reference.

(h) (i) Each provisional licensed appraiser shall maintain a separate log of appraisals completed with each supervising appraiser.

RECEIVED  
 SEP 16 2014  
 SECRETARY OF STATE

ATTORNEY GENERAL

SEP 08 2014

APPROVED BY *af*

APPROVED

AUG 13 2014

DEPT. OF ADMINISTRATION



Proposed

K.A.R. 117-5-2  
Page 3

This regulation shall be effective on and after January 1, 2015. (Authorized by and implementing  
K.S.A. 58-4109; effective April 24, 1998; amended Dec. 5, 2003; amended April 17, 2009; amended Aug.  
24, 2012; amended Aug. 22, 2014; amended P-\_\_\_\_\_.)

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

SEP 08 2014

APPROVED BY *sf*

APPROVED

AUG 12 2014

DEPT. OF ADMINISTRATION

117-5-2a. Provisional classification; supervisor requirements. (a) In order for a provisional licensed appraiser's experience to be approved by the board, that individual's experience shall have been supervised by an appraiser according to all of the following conditions:

(1) The supervising appraiser was a certified appraiser in good standing during the period of supervision. ~~On and after July 1, 2013, the supervising appraiser was in good standing in the jurisdiction in which the applicant practices for the two~~ three years immediately preceding supervision and during the period of supervision.

~~(2) The supervising appraiser was state licensed or certified as an appraiser for at least two years immediately preceding the date on which the supervision began.~~

~~(3) The supervising appraiser did not supervise more than three provisional licensed appraisers or applicants, or any combination of these, at the same time.~~

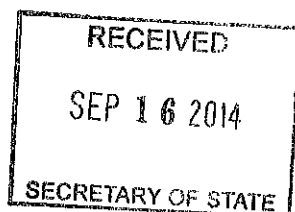
~~(4)~~ (3) The supervising appraiser maintained responsibility for supervision of the provisional licensed appraiser by meeting both of the following requirements:

(A) Before signing the certification section or addendum, the supervising appraiser reviewed each appraisal report that the applicant prepared or provided assistance in developing, preparing, or communicating.

(B) The supervising appraiser met the following requirements:

(i) Ensured that at least the first 25 properties for which the applicant provided assistance in developing, preparing, or communicating an appraisal report were personally inspected by a supervising appraiser; and

(ii) continued to personally inspect each property for which the applicant provided assistance in developing, preparing, or communicating an appraisal report until the supervising



ATTORNEY GENERAL

SEP 08 2014

APPROVED BY 

APPROVED

JUL 18 2014

DEPT. OF ADMINISTRATION

appraiser was satisfied that the applicant was competent to appraise the property type, in accordance with the competency provision of the uniform standards of professional appraisal practice (USPAP).

(4) The supervising appraiser has completed the course required in K.A.R. 117-5-2(b).

The supervising appraiser shall submit proof of completion of the course to the board office before beginning supervision.

(b) The supervising appraiser shall supervise the work of a provisional licensed appraiser on appraisal reports performed on properties only if both of the following conditions are met:

(1) The supervising appraiser is permitted by the supervising appraiser's current credential to appraise the properties.

(2) The supervising appraiser is competent to appraise the properties.

This regulation shall be effective on and after January 1, 2015. (Authorized by and implementing K.S.A. 58-4109; effective July 1, 2007; amended Jan. 18, 2008; amended April 17, 2009; amended Aug. 24, 2012; amended P-\_\_\_\_\_.)

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

SEP 18 2014

APPROVED BY: [Signature]

APPROVED

SEP 18 2014

DEPT. OF ADMINISTRATION

Proposed

117-6-1. Continuing education; renewal requirements. (a)(1) The continuing education requirement for renewal of any license or certificate for the provisional, licensed, residential, or general classification that has been in force for one year or more shall be a total of 28 hours, which may be averaged over each two-year education cycle as defined in paragraph (a)(5) and as provided in paragraph (a)(6).

(2) The continuing education requirement for renewal of any license or certificate for the provisional, licensed, residential, or general classification that has been in force for less than one year but more than 184 days shall be a total of 14 hours, completed on or after the original date of issuance of the license or certificate.

(3) ~~The continuing education requirement~~ No hours of continuing education shall be required for renewal of any license or certificate for the provisional, licensed, residential, or general classification that has been in force for 184 days or less ~~shall be a total of two hours, completed on or after the original date of issuance of the license or certificate.~~

(4) Each course for which credit is requested shall have received the approval of the board or approval of the appraisal licensing agency of the state in which the course was held for renewal of the applicable classification before the completion of the course.

(5) The two-year education cycle shall commence on July 1 of each odd-numbered year and end on June 30 of the next odd-numbered year.

(6) Within every two-year education cycle, each certified or licensed appraiser required to complete 14 or more continuing education hours shall attend a seven-classroom-hour national uniform standards of professional appraisal practice update course, or its equivalent.

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

AUG 27 2014

APPROVED BY *[Signature]*

APPROVED

JUL 18 2014

DEPT. OF ADMINISTRATION

(b) An appraiser shall not receive continuing education credit for a course for which the appraiser received credit toward the original classroom-hour requirement specified in K.A.R. 117-2-1, 117-3-1, or 117-4-1, except for the course on the uniform standards of professional appraisal practice and updates of the course. However, if a licensed or certified appraiser receives credit for a course to apply toward a higher classification, the appraiser may also receive continuing education credit for the course if it is approved by the board or by the appraisal licensing agency of the state in which the course was held for continuing education credit.

(c)(1) Up to one-half of an individual's continuing education credit may also be granted for participation, other than as a student, in appraisal educational processes and programs. Activities for which credit may be granted shall include any of the following:

(A) Teaching of appraisal courses. Credit for any course or seminar shall be awarded only once during each two-year continuing education cycle;

(B) program development;

(C) attendance at a state appraiser regulatory agency meeting, according to the following requirements:

(i) Credit shall granted for attendance at no more than one meeting per education cycle;

(ii) the meeting shall be at least two hours in length; and

(iii) total credit shall not exceed seven hours;

(D) authorship of textbooks; or

(E) similar activities that are determined by the board to be equivalent to obtaining continuing education.

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

AUG 27 2014

APPROVED BY 

APPROVED

JUL 18 2014

DEPT. OF ADMINISTRATION

(2) Each appraiser seeking credit for attendance at or participation in an educational activity that was not previously accredited shall submit to the board a request for credit, which shall include the following information:

- (A) A description of the activity;
- (B) the date or dates of the activity;
- (C) the subject or subjects covered;
- (D) the name of each instructor and the instructor's qualifications; and

(E) any other relevant information required by the board. Within 30 days after receipt of this request, the appraiser shall be advised by the board in writing whether credit is granted and what amount of continuing education credit will be allowed. Either the sponsor or appraiser shall submit a separate request for approval of each continuing education activity.

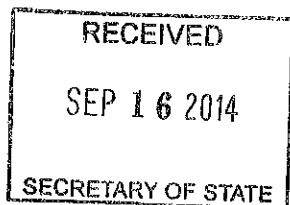
(d) It shall be the appraiser's responsibility to keep track of that individual's continuing education credit. At the time of renewal of a license or certificate, the appraiser shall provide verification of completion of continuing education by affidavit to the board.

(1) The affidavit shall contain a statement of continuing education courses completed by the appraiser.

(2) The appraiser shall list all courses completed on the affidavit.

(3) The appraiser shall retain all course completion certificates for five years and shall make the certificates available to the board for review upon request.

(e) If any appraiser requests credit according to subsection (c), the appraiser shall submit a detailed description of the activities with the application for renewal on a form obtained from the board.



ATTORNEY GENERAL

AUG 27 2014

APPROVED BY *ex*

APPROVED

JUL 18 2014

DEPT. OF ADMINISTRATION

This regulation shall be effective on and after January 1, 2015. (Authorized by K.S.A.

2008 2013 Supp. 58-4105(a) and K.S.A. 58-4109; implementing K.S.A. 58-4109, K.S.A. 2008 2013 Supp. 58-4112, and K.S.A. 2008 2013 Supp. 58-4117; effective Jan. 21, 1991; amended, T-117-6-10-91, June 10, 1991; amended Aug. 5, 1991; amended May 24, 1993; amended July 25, 1994; amended Feb. 6, 1995; amended Jan. 9, 1998; amended July 16, 1999; amended May 17, 2002; amended May 23, 2003; amended Sept. 1, 2006; amended Jan. 1, 2008; amended April 4, 2008; amended July 10, 2009; amended May 21, 2010; amended P-\_\_\_\_\_.)

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

AUG 27 2014

APPROVED BY *SP*

APPROVED

JUL 22 2014

DEPT. OF ADMINISTRATION

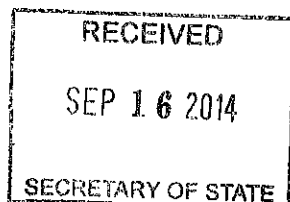
# Proposed

117-6-2. Continuing education; approval of courses; requirements. (a) Each sponsor of a continuing education course approved by the board shall ensure that each appraiser participates in a program that maintains and increases the appraiser's skill, knowledge, and competency in real estate appraising.

(b) Courses approved by the board for renewal of a license or certificate shall cover real estate-related appraisal topics that may include the following:

- (1) Mass appraisal;
- (2) arbitration and dispute resolution;
- (3) courses related to the practice of real estate appraisal or consulting;
- (4) development cost estimating;
- (5) ethics and standards of professional practice;
- (6) land use planning and zoning;
- (7) management, leasing, and time-sharing;
- (8) property development and partial interests;
- (9) real estate appraisal;
- (10) real estate law, easements, and legal interests;
- (11) real estate litigation, damages, and condemnation;
- (12) real estate financing and investment;
- (13) real estate appraisal-related computer applications; and
- (14) real estate securities and syndication;
- (15) developing opinions of real property value in appraisals that also include personal

property or business value, or both;



ATTORNEY GENERAL

AUG 27 2014

APPROVED BY *ec*

APPROVED

JUL 22 2014

DEPT. OF ADMINISTRATION



(16) seller concessions and the impact on real estate value; and

(17) energy-efficient items and appraisals of "green buildings."

(c) The length of each course approved for continuing education credit shall be at least two classroom hours.

(d) Any distance education course may be approved for continuing education credit if all of the following conditions are met:

(1) The course provides an environment in which the student has verbal or written communication with the instructor.

(2) The sponsor obtains course content approval from any of the following:

(A) The appraiser qualifications board;

(B) an appraiser licensing or certifying agency in this or any other state; or

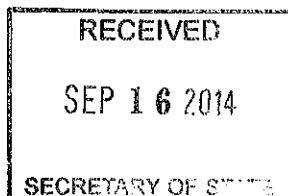
(C) an accredited college, community college, or university that offers distance education programs and is approved or accredited by the commission on colleges, a regional or national accreditation association, or an accrediting agency that is recognized by the U.S. secretary of education. Each non-academic credit college course provided by a college shall be approved by the appraiser qualifications board or the appraiser licensing or certifying agency in another state.

(3) The course design and delivery are approved by one of the following:

(A) An appraiser qualifications board-approved organization;

(B) a college that qualifies for course content approval as specified in paragraph (d)(2)(C) that and awards academic credit for the distance education course; or

(C) a college that qualifies for course content approval as specified in paragraph (d)(2)(C) with a distance education delivery program that approves the course design and that includes a delivery system incorporating interactivity.



ATTORNEY GENERAL

AUG 27 2014

APPROVED BY: [Signature]

APPROVED

JUL 22 2014

DEPT. OF ADMINISTRATION

(4) Each course includes at least one of the following:

(A) A written examination proctored by an official approved by the college or university or by the sponsor; or

(B) successful completion of prescribed course components required to demonstrate knowledge of the subject matter.

(e) To receive credit for a course, each applicant shall attend all classroom hours, even when the number of credit hours for which a course is approved is less than the total number of hours of the course presentation.

(f) The only course for which students or instructors may receive credit for attending or instructing any subsequent offering of the same course for one year after attending or teaching the course during the same education cycle shall be any update of the ethics and standards of professional practice course.

This regulation shall be effective on and after January 1, 2008 2015. (Authorized by K.S.A. 2013 Supp. 58-4105; implementing K.S.A. 58-4109, K.S.A. 2013 Supp. 58-4112, and K.S.A. 2013 Supp. 58-4117; effective Jan. 21, 1991; amended, T-117-6-10-91, June 10, 1991; amended Aug. 5, 1991; amended May 24, 1993; amended Feb. 6, 1995; amended May 23, 2003; amended Sept. 1, 2006; amended Jan. 1, 2008; amended P-\_\_\_\_\_.)

APPROVED

JUL 18 2014

DEPT. OF ADMINISTRATION

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

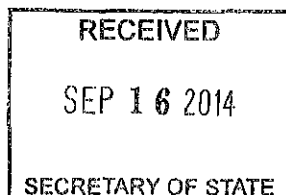
AUG 27 2014

APPROVED BY *CF*

Proposed

117-6-3. Education; obtaining course approval. (a) To request board approval of a course to meet any education requirement of the act or portion of it, for each course the sponsor shall perform the following:

- (1) Appoint a coordinator, who shall monitor the course and ensure compliance with the appropriate statutes and regulations;
- (2) submit all information, materials, and fees required by the board for course approval at least 30 days before the first scheduled class session, including the following:
  - (A) A completed application for course registration on a form prescribed by the board;
  - (B) the procedure for maintaining attendance records;
  - (C) the proposed dates and times of the course offering;
  - (D) the total amount of the attendance fee;
  - (E) the total number of class sessions and the length of time per session;
  - (F) the total number of hours in the course and the number of credit hours requested;
  - (G) if approval of the course is requested according to K.A.R. 117-2-1, 117-3-1, or 117-4-1, the amount of time allotted for the required examination;
  - (H) a course syllabus, including a detailed course outline and course objectives;
  - (I) an instructor resume, demonstrating that the instructor meets the qualifications in relation to knowledge of the subject matter and ability to teach;
  - (J) the methods of instruction or teaching techniques to be used in the course;
  - (K) a copy of any textbook or manual that will be used;
  - (L) a copy of all handout materials that will be used; and
  - (M) the course approval fee prescribed by K.A.R. 117-7-1.



ATTORNEY GENERAL

AUG 27 2014

APPROVED BY 

APPROVED

JUL 25 2014

DEPT. OF ADMINISTRATION

(b) For continuing education purposes, each instructor shall demonstrate knowledge of the subject matter as indicated by either of the following:

- (1) A college degree in an academic area related to the course; or
- (2) at least three years of experience in a subject area directly related to the course.

(c) For prelicensing education or qualifying education purposes, according to K.A.R. 117-2-1, 117-3-1, and 117-4-1, each instructor shall demonstrate knowledge of the subject matter as indicated by any of the following:

- (1) A current appraiser's license or certification pursuant to K.S.A. 58-4109(a)(1), (2), or (3), and amendments thereto;
- (2) a current appraiser's license or certification issued by another state;
- (3) a college degree in an academic area related to the course; or
- (4) (A) Evidence of completion of all the required courses specified in K.A.R. 117-2-1, 117-3-1, or 117-4-1 within the past five years; and  
(B) an appraisal log sheet that shows the equivalent of two years of appraisal experience within the past five calendar years in the subject area related to the course. One thousand hours shall constitute one year of appraisal experience.

(d) For purposes of continuing education or prelicensing education on the "uniform standards of professional appraisal practice" (USPAP), the only courses that will be accepted by the board for either prelicensing or continuing education shall be the "national uniform standards of professional appraisal practice" and "national uniform standards of professional appraisal practice update" courses that meet any of the following conditions:

- (1) Have been developed by the appraisal foundation; or

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

AUG 27 2014

APPROVED BY *for*

APPROVED

JUL 25 2014

DEPT. OF ADMINISTRATION

~~(2) have been approved by the board as being equivalent to these courses; or~~

(3) have been approved by the appraisal foundation appraiser qualifications board or by an alternate entity specified by the appraiser qualifications board as being equivalent to these courses, if the requirements of subsections (a), (b), and (c) have been met.

Each instructor shall have a current certified residential or certified general classification in this or any other jurisdiction and be certified as a USPAP instructor by the appraiser qualifications board.

(e) For precicensing education or qualifying education purposes, according to K.A.R. 117-2-1, 117-3-1, and 117-4-1, the ability to teach effectively shall be demonstrated by one of the following:

(1) Within the preceding two years, completing a board-approved program for instructors that is designed to develop the ability to communicate;

(2) holding a current teaching certificate issued by any state department of education or an equivalent agency;

(3) holding a four-year undergraduate degree in education; or

(4) having experience teaching in schools, seminars, or in an equivalent setting.

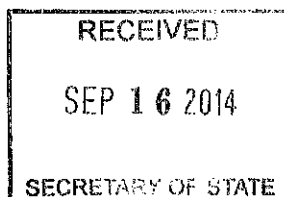
(f) Each instructor shall perform the following:

(1) Comply with all laws and regulations pertaining to appraiser continuing education;

(2) provide students with the most current and accurate information;

(3) maintain an atmosphere conducive to learning in a classroom; and

(4) provide assistance to the students and respond to questions relating to course material.



ATTORNEY GENERAL  
AUG 27 2014

APPROVED BY *SP*

APPROVED

AUG 08 2014

DEPT. OF ADMINISTRATION

(g) Course approvals shall expire on December 31 of each year. By On or before November 4 15 a notification that includes the necessary forms shall be sent by the board, informing each sponsor that an application for renewal is necessary. The course renewal applications and necessary forms shall be received by the board before the following April 1, or the course approvals shall not be renewed. After notice and opportunity for a hearing, course approval or renewal of a course approval may be denied or revoked by the board under either of the following conditions:

(1) The course sponsor procured or attempted to procure course approval by knowingly making a false statement, submitting false information, or refusing to provide complete information in response to a question in an application for course approval or renewal of course approval.

(2) The course sponsor engages in any form of fraud or misrepresentation.

(h) The sponsor shall not advertise a course as approved unless written approval has been granted by the board.

(i) The sponsor shall conduct each course in a classroom or other facility that is adequate to comfortably accommodate the number of students enrolled.

(j) Each sponsor shall maintain, for at least five years, accurate records relating to course offerings, instructors, and student attendance. If a sponsor ceases operations, the coordinator appointed under paragraph (a)(1) shall be responsible for maintaining the records or providing a custodian acceptable to the board.

(k) Each sponsor shall provide each student with a certificate of completion within seven days of the date on which the student completes the course. The sponsor may require payment of course tuition as a condition for completing the course. (Authorized by and implementing K.S.A.

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

AUG 27 2014

APPROVED BY *8rf*

APPROVED

AUG 08 2014

DEPT. OF ADMINISTRATION

~~2008~~ 2013 Supp. 58-4105; effective Jan. 21, 1991; amended, T-117-6-10-91, June 10, 1991;  
amended Aug. 5, 1991; amended May 3, 1996; amended Jan. 9, 1998; amended Nov. 30, 1998;  
amended April 21, 2000; amended June 15, 2001; amended May 23, 2003; amended Feb. 4,  
2005; amended May 21, 2010; amended P-\_\_\_\_\_.)

RECEIVED  
SEP 16 2014  
SECRETARY OF STATE

ATTORNEY GENERAL

AUG 27 2014

APPROVED BY SF

APPROVED

AUG 08 2014

DEPT. OF ADMINISTRATION

September 15, 2014

ECONOMIC IMPACT STATEMENT

Pursuant to the requirement of K.S.A. 2011 Supp. 77-416(b), the Kansas Real Estate Appraisal Board submits the following Economic Impact Statement relating to the adoption of 18 proposed amended permanent rules and regulations pertaining to real property appraisers.

ARTICLE 2 – QUALIFICATIONS CRITERIA – RESIDENTIAL REAL ESTATE APPRAISER CLASSIFICATION

K.A.R. 117-2-1, LICENSED CLASSIFICATION; EDUCATION REQUIREMENTS.

K.A.R. 117-2-2, STATE LICENSED REAL PROPERTY APPRAISER CLASSIFICATION, EXPERIENCE REQUIREMENTS.

K.A.R. 117-2-2A, LICENSED CLASSIFICATION, EXPERIENCE SUPERVISION REQUIREMENTS.

K.A.R. 117-2-3, LICENSED CLASSIFICATION; EXAMINATION REQUIREMENT.

ARTICLE 3 – QUALIFICATIONS CRITERIA – GENERAL APPRAISER CLASSIFICATION

K.A.R. 117-3-1, GENERAL CLASSIFICATION; EDUCATION REQUIREMENTS.

117-3-2, CERTIFIED GENERAL REAL PROPERTY APPRAISER CLASSIFICATION; APPRAISAL EXPERIENCE

117-3-2A. GENERAL CLASSIFICATION; EXPERIENCE SUPERVISION REQUIREMENTS.

117-3-3. GENERAL CLASSIFICATION; EXAMINATION REQUIREMENT.

ARTICLE 4 – QUALIFICATIONS CRITERIA – CERTIFIED RESIDENTIAL APPRAISER CLASSIFICATION

K.A.R. 117-4-1, RESIDENTIAL CLASSIFICATION; EDUCATION REQUIREMENTS.

K.A.R. 117-4-2, CERTIFIED RESIDENTIAL REAL PROPERTY APPRAISER CLASSIFICATION; APPRAISAL EXPERIENCE

K.A.R. 117-4-2A. RESIDENTIAL CLASSIFICATION; EXPERIENCE SUPERVISION REQUIREMENTS.

K.A.R. 117-4-3. RESIDENTIAL CLASSIFICATION; EXAMINATION REQUIREMENT.

ARTICLE 5 – QUALIFICATIONS CRITERIA – PROVISIONAL CLASSIFICATION

K.A.R. 117-5-1. PROVISIONAL CLASSIFICATION; EDUCATION REQUIREMENTS

K.A.R. 117-5-2, STATE PROVISIONAL LICENSED REAL PROPERTY APPRAISER CLASSIFICATION; SUPERVISED EXPERIENCE REQUIREMENTS.

K.A.R. 115-2A. PROVISIONAL CLASSIFICATION; SUPERVISOR REQUIREMENTS.

ARTICLE 6 – CONTINUING EDUCATION

117-6-1. CONTINUING EDUCATION; RENEWAL REQUIREMENTS

117-6-2. CONTINUING EDUCATION; APPROVAL OF COURSES; REQUIREMENTS.

117-6-3. EDUCATION; OBTAINING COURSE APPROVAL.

1. DESCRIPTION

These regulations will set in place the 2015 criteria changes as established by the Appraisal Standards Board, an independent board of The Appraisal Foundation; which, under the provisions of Title XI of the Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (FIRREA), establishes the minimum education, experience, and examination requirements for real property appraisers to obtain a state license/certification. The proposed regulations will be effective on January 1, 2015

2. FEDERAL MANDATE

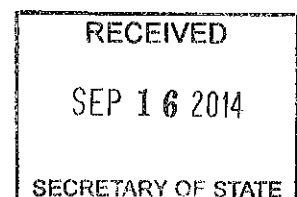
The January 1, 2015 changes in criteria, required by the Appraisal Subcommittee (ASC), the federal entity which has jurisdiction over all state appraiser regulatory agencies.

3. OTHER METHODS CONSIDERED

No other methods were considered.

K.A.R. 117-2-1, LICENSED CLASSIFICATION; EDUCATION REQUIREMENTS

4. DESCRIPTION OF COSTS





PUBLIC: The college-level education requirement will represent an additional cost to applicants. Area colleges vary greatly in their costs per credit hour, but an average of \$250 per credit hour would increase the cost to a new applicant by \$7,500. AGENCY: It is anticipated that the addition of college-level education will reduce the number of applications received annually (\$50 per application); however, no statistics are available on which to estimate a total loss. There will be no economic impact to appraisers, other governmental agencies or units.

K.A.R. 117-2-2, STATE LICENSED REAL PROPERTY APPRAISER CLASSIFICATION; APPRAISAL EXPERIENCE REQUIREMENT

4. DESCRIPTION OF COSTS

PUBLIC: The addition of a required Supervisor/Trainee course will increase the cost of pre-license education. At approximately \$20 per hour and the average course running 7 hours in length, the cost is estimated to be \$140 per trainee. APPRAISERS: Although supervisors will also be required to complete the Supervisor/Trainee course, it is a one-time cost and each appraiser completing the course may use it to meet a portion of their biennial continuing education requirement. There will be no economic impact to appraisers, this agency, or other governmental agencies or units.

K.A.R. 117-2-2A, LICENSED CLASSIFICATION; EXPERIENCE SUPERVISION REQUIREMENTS

4. DESCRIPTION OF COSTS

Although supervisors will also be required to complete the Supervisor/Trainee course, it is a one-time cost and each appraiser completing the course may use it to meet a portion of their biennial continuing education requirement, representing no additional cost. There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

K.A.R. 117-2-3, LICENSED CLASSIFICATION, EXAMINATION REQUIREMENT

4. DESCRIPTION OF COSTS

There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

K.A.R. 117-3-1, GENERAL CLASSIFICATION; EDUCATION REQUIREMENTS

4. DESCRIPTION OF COSTS

There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

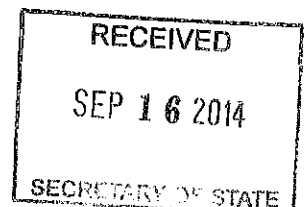
K.A.R. 117-3-2, CERTIFIED GENERAL REAL PROPERTY APPRAISER CLASSIFICATION; APPRAISAL EXPERIENCE REQUIREMENT.

4. DESCRIPTION OF COSTS

PUBLIC: The addition of a required Supervisor/Trainee course will increase the cost of pre-license education. At approximately \$20 per hour and the average course running 7 hours in length, the cost is estimated to be \$140 per trainee. APPRAISERS: Although supervisors will also be required to complete the Supervisor/Trainee course, it is a one-time cost and each appraiser completing the course may use it to meet a portion of their biennial continuing education requirement. There will be no economic impact to appraisers, this agency, or other governmental agencies or units.

K.A.R. 117-3-2A, GENERAL CLASSIFICATION; EXPERIENCE SUPERVISION REQUIREMENTS

4. DESCRIPTION OF COSTS



# Proposed

Although supervisors will also be required to complete the Supervisor/Trainee course, it is a one-time cost and each appraiser completing the course may use it to meet a portion of their biennial continuing education requirement, representing no additional cost. There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

## K.A.R. 117-3-3. GENERAL CLASSIFICATION; EXAMINATION REQUIREMENT

There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

## K.A.R. 117-4-1. RESIDENTIAL CLASSIFICATION; EDUCATION REQUIREMENTS

### 4. DESCRIPTION OF COSTS

The increase from an Associate's Degree to a Bachelor's Degree will increase the cost of the college level education requirement. At an average cost of \$250 per credit hour, this would increase the cost to a new applicant by \$16,000. There will be no economic impact to appraisers, this agency, or other governmental agencies or units.

## K.A.R. 117-4-2. CERTIFIED RESIDENTIAL REAL PROPERTY APPRAISER CLASSIFICATION; APPRAISAL EXPERIENCE

### 4. DESCRIPTION OF COSTS

**PUBLIC:** The addition of a required Supervisor/Trainee course will increase the cost of pre-license education. At approximately \$20 per hour and the average course running 7 hours in length, the cost is estimated to be \$140 per trainee. **APPRAISERS:** Although supervisors will also be required to complete the Supervisor/Trainee course, it is a one-time cost and each appraiser completing the course may use it to meet a portion of their biennial continuing education requirement. There will be no economic impact to appraisers, this agency, or other governmental agencies or units.

## K.A.R. 117-4-2A. RESIDENTIAL CLASSIFICATION; EXPERIENCE SUPERVISION REQUIREMENTS

### 4. DESCRIPTION OF COSTS

Although supervisors will also be required to complete the Supervisor/Trainee course, it is a one-time cost and each appraiser completing the course may use it to meet a portion of their biennial continuing education requirement, representing no additional cost. There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

## K.A.R. 117-4-3. RESIDENTIAL CLASSIFICATION; EXAMINATION REQUIREMENT

### 4. DESCRIPTION OF COSTS

There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

## K.A.R. 117-5-1. PROVISIONAL CLASSIFICATION; EDUCATION REQUIREMENTS.

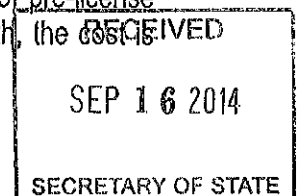
### 4. DESCRIPTION OF COSTS

This will vary based upon the license type the applicant is provisioning to. For costs, reference K.A.R. 117-2-1, 117-3-1, or 117-4-1.

## K.A.R. 117-5-2. STATE PROVISIONAL LICENSED REAL PROPERTY APPRAISER CLASSIFICATION; SUPERVISED EXPERIENCE REQUIREMENTS

### 4. DESCRIPTION OF COSTS

**PUBLIC:** The addition of a required Supervisor/Trainee course will increase the cost of pre-license education. At approximately \$20 per hour and the average course running 7 hours in length, the cost is



# Proposed

estimated to be \$140 per trainee. APPRAISERS: Although supervisors will also be required to complete the Supervisor/Trainee course, it is a one-time cost and each appraiser completing the course may use it to meet a portion of their biennial continuing education requirement. There will be no economic impact to appraisers, this agency, or other governmental agencies or units.

## K.A.R. 117-5-2A, STATE PROVISIONAL LICENSED REAL PROPERTY APPRAISER CLASSIFICATION; SUPERVISOR REQUIREMENTS

### 4. DESCRIPTION OF COSTS

Although supervisors will also be required to complete the Supervisor/Trainee course, it is a one-time cost and each appraiser completing the course may use it to meet a portion of their biennial continuing education requirement, representing no additional cost. There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

## K.A.R. 117-6-1. CONTINUING EDUCATION; RENEWAL REQUIREMENTS

### 4. DESCRIPTION OF COSTS

There will be a savings in removing the requirement that appraisers licensed less than 184 days take a minimum of 2 hours of continuing education at their first renewal. At an average of \$20 per hour, this would represent a savings of \$40. There will be no economic impact to the public, this agency, or other governmental agencies or units.

## K.A.R. 117-6-2. CONTINUING EDUCATION; APPROVAL OF COURSES; REQUIREMENTS

### 4. DESCRIPTION OF COSTS

There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

## K.A.R. 117-6-3. EDUCATION; OBTAINING COURSE APPROVAL

### 4. DESCRIPTION OF COSTS

There will be no economic impact to the public, appraisers, this agency, or other governmental agencies or units.

