

AUGUST 27, 2014

REGISTRATION OF SUPERVISORY APPRAISERS

To All Licensed Appraiser Trainees:

In addition to your continuing education requirements, the Board has reviewed federal and state requirements relating to supervisory appraisers and trainees. Those requirements include, among other things, that a supervisory appraiser must have at least 5 years of experience, may not have a disciplinary history that disqualifies him or her from supervisory responsibility, and may not supervise more than 3 trainees.

In order to monitor compliance with these requirements, the Board has begun registration of supervisory appraisers for all newly licensed appraiser trainees that includes identification of the trainees under supervision. The Board's intent is to monitor new applicants and confirm that the supervisory appraiser meets federal and state requirements *before* the trainee becomes licensed. For existing licensed appraiser trainees the Board has not registered information relating to your supervisory appraisers. Therefore, at this time the Board directs all licensed appraiser trainees to complete a supervisory appraiser registration form, which you can obtain from the Board's website at: <https://www.dos.state.pa.us/real>

Your supervisor will also need to complete a portion of the form and return it to the Board's office no later than **October 31, 2014**. Registration of your supervisory appraiser is in your interest. If, during all or part of your period as a licensed appraiser trainee, you are being supervised by an appraiser who is not qualified to serve as a supervisory appraiser, the effect may be to disqualify all experience that you acquire under the supervision of an unqualified appraiser. Similarly, an appraiser who supervises a trainee without being properly qualified may be subject to disciplinary action, including, but not limited to, permanent revocation of the license and imposition of civil penalties.