



# Certification Standard of the Appraisal Institute

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# **A Certification for a Written Report Must Also Include Statements Relating to Special Commitments Made by Appraisal Institute Members**

## **Certification Standard Rules CSR 1-1 and CSR 1-2**

### **CSR 1-1**

Each written report must contain a certification that includes the following statement:

The reported analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and Standards of Professional Practice of the Appraisal Institute.

#### Comment

Members must use the exact text of the statement required by this Rule.

### **CSR 1-2**

Each written report must contain a certification that includes the following statement:

The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.

#### Comment

Members must use the exact text of the statement required by this Rule.

## CSR 1-3 Additional Certification Standard Rule for Designated Members

### CSR 1-3

Each written report of a Designated Member must contain a certification that includes one of the following statements, whichever is appropriate:

*Either*

As of the date of this report, I (*or Designated Member(s) name(s)*) have/has completed the continuing education program for Designated Members of the Appraisal Institute.

*Or*

As of the date of this report, I (*or Designated Member(s) name(s)*) have not/has not completed the continuing education program for Designated Members of the Appraisal Institute.

#### Comment

Under the continuing education program of the Appraisal Institute, Designated Members who complete the Standards Requirement, Ethics Requirement and Points Requirement in a five (5) year cycle are deemed "continuing education completed."

Certification Standard Rule 1-3 requires that all Designated Members include in the certifications of their written reports a statement whether they have completed the continuing education program and are therefore "continuing education completed." Those Designated Members who do not hold the status "continuing education completed" must include in the certifications of their written reports a statement that they have not completed the continuing education program of the Appraisal Institute, regardless of whether they are required to complete the Points Requirement.

Because this Certification Standard Rule applies only to Designated Members, it is inappropriate for Associate Members, Affiliate Members and non-members to use either of the statements found in CSR 1-3.

Designated Members must use the exact text of the statement required by this Rule. If a Designated Member seeks to explain his or her failure to complete the continuing education program of the Appraisal Institute for Designated Members, extreme care must be used. The Appraisal Institute does not deem other activities as equivalent to its continuing education program. Misleading statements that relate to a Designated Member's qualifications violate Ethical Rule 5-5 of the Code of Professional Ethics. Misleading statements of any kind may violate Ethical Rule 1-1(a) of the Code of Professional Ethics.

**CSR 1-4 Additional Certification Standard Rule for Associate Members who are Candidates for Designation**

**CSR 1-4**

Except as provided below, each written report of a Candidate for Designation must contain a certification that includes one of the following statements, whichever is appropriate:

*Either*

As of the date of this report, I (*or name(s)*) have/has completed the Standards and Ethics Education Requirements for Candidates of the Appraisal Institute.

*Or*

As of the date of this report, I (*or name(s)*) have not/has not completed the Standards and Ethics Education Requirements for Candidates of the Appraisal Institute.

**Comment**

Pursuant to Appraisal Institute Regulation Nos. 1, 2 and 3, Candidates for Designation must complete Standards and Ethics Education Requirements within the four-year period prior to becoming a Candidate for Designation or within the first twelve (12) months after admission to candidacy.

Certification Standard Rule 1-4 requires that all Candidates for Designation must include in the certifications of their written reports a statement whether they have completed the applicable Standards and Ethics Education Requirements.

Because this Certification Standard Rule applies only to Candidates for Designation, it is inappropriate for Designated Members, Associate Members who are not Candidates for Designation, Affiliate Members and non-members to use the statements found in CSR 1-4.

Candidates for Designation must use the exact text of the statement required by this Rule. If a Candidate for Designation seeks to explain his or her failure to complete the Standards and Ethics Education Requirements of the Appraisal Institute for Candidates for Designation, extreme care must be used. Misleading statements that relate to a Candidate's qualifications violate Ethical Rule 5-5 of the Code of Professional Ethics. Misleading statements of any kind may violate Ethical Rule 1-1(a) of the Code of Professional Ethics.

**CSR 1-5 Additional Certification Standard Rule for Associate Members who are not Candidates for Designation**

**CSR 1-5**

Except as provided below, each written report of an Associate Member who is not a Candidate for Designation must contain a certification that includes one of the following statements, whichever is appropriate:

*Either*

As of the date of this report, I (*or name(s)*) have/has completed the Standards and Ethics Education Requirements for Associate Members of the Appraisal Institute.

*Or*

As of the date of this report, I (*or name(s)*) have not/has not completed the Standards and Ethics Education Requirements for Associate Members of the Appraisal Institute.

Once an Associate Member who is not an Appraisal Institute Candidate for Designation has completed at least one five (5) year continuing education cycle in which he or she was required to fulfill the Points and Standards and Ethics Education Requirements, such Associate Member must include in the certifications of his or her written reports one of the following statements, whichever is appropriate:

*Either*

As of the date of this report, I (*or name(s)*) have/has completed the continuing education program for Associate Members of the Appraisal Institute.

*Or*

As of the date of this report, I (*or name(s)*) have not/has not completed the continuing education program for Associate Members of the Appraisal Institute.

**Comment**

Certification Standard Rule 1-5 requires that except as provided below, all Associate Members who are not in the Candidate for Designation program must include in the certifications of their written reports a statement whether they have completed the applicable Standards and Ethics Education Requirements. Once an Associate Member has completed a five (5) year cycle in which he or she was required to complete the Points and Standards and Ethics Education Requirements, the Associate Member must include in the certifications of his or her written reports a statement whether he or she has completed the continuing education program for Associate Members of the Appraisal Institute.

Because this Certification Standard Rule applies only to Associate Members who are not in the Candidate for Designation program, it is inappropriate for Designated Members, Candidates for Designation, Affiliate Members and non-members to use the statements found in CSR 1-5.

Associate Members must use the exact text of the statement required by this Rule. If an Associate Member seeks to explain his or her failure to complete the continuing education program of the Appraisal Institute for Associate Members, extreme care must be used. The Appraisal Institute does not deem other activities as equivalent to its continuing education program. Misleading statements that relate to an Associate Member's qualifications violate Ethical Rule 5-5 of the Code of Professional Ethics. Misleading statements of any kind may violate Ethical Rule 1-1(a) of the Code of Professional Ethics.