

UPGRADE: TRAINEE TO A CERTIFIED GENERAL APPRAISER

SCOPE OF PRACTICE

All types of real estate properties regardless of the transaction value or complexity.

REQUIREMENTS

A. Age

18 years of age or older

B. College-Level Education

A bachelor's degree or higher from an accredited college or university. Applicants with a college degree from a foreign country may have their education evaluated for equivalency pursuant to the AQB guidance.

C. Qualifying Education

A minimum of 300 hours of basic/qualifying education of real estate appraisal is required. Appraisers holding a valid Trainee appraiser credential may satisfy the educational requirements by successfully completing the following additional educational hours:

- a. General Appraiser Market Analysis and Highest and Best Use 30 Hours
- b. Statistics, Modeling and Finance 15 Hours
- c. General Appraiser Sales Comparison Approach 30 Hours
- d. General Appraiser Site Valuation and Cost Approach 30 Hours
- e. General Appraiser Income Approach 60 Hours
- f. General Appraiser Report Writing and Case Studies 30 Hours
- g. Appraisal Subject Matter Electives 30 Hours

Total 225 Hours

D. Additional California Education Requirements for Certified General Applicants

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|---|---------|
| 1. AQB/BREA approved Elimination of Bias course | 2 Hours |
| 2. AQB/BREA approved Cultural Competency course | 1 Hour |
| 3. BREA approved Laws and Regulations course | 4 Hours |
| 4. AQB/BREA approved National USPAP update course | 7 Hours |

E. Experience

1. The Certified General applicants shall have a minimum of 3,000 hours of real property appraisal experience obtained cumulatively over a period of not less than eighteen (18) months. One thousand five hundred (1,500) hours must be in non-residential work.
2. While the hours may be cumulative, the required number of months must accrue before an individual can be certified.

FILE YOUR APPLICATION

A. License Application

1. Applicants must submit an upgrade application [\(REA 3023\)](#) form.
2. Applicants must use [REA 3002](#) form to report on the basic education courses.
3. The applicants must submit a log of appraisal experience using [REA 3004](#) form.
4. The applicants must provide appraisal work samples selected by BREa later in the process.

B. Certified General Application Fee

1. A total of \$1,030.00 non-refundable fee must be submitted along with the application. Dishonored checks will result in an extra \$25 fee. Applicants must pay the application fee via check or money order made payable to "the Bureau." The check should include the applicant's full name and the type of fee being paid (e.g. Certified General Application fee).
2. Cash payments are NOT accepted for any type of licensing fee.

C. National Uniform Licensing and Certification Examination

Upon approval of their applications, the applicants will receive an eligibility letter from BREa with instructions to schedule the examination.

1. Applicants are allowed five attempts to pass the examination within one year from the date the Bureau issues the eligibility letter. If the application expires, the applicant must submit a new application and pay all applicable fees.
2. Examination results are only accepted when presented in the official score report issued by the examination administrator.
3. Applicants shall submit Application for License [\(REA 3008\)](#) after they pass the examination.

D. Application Status

Applicants may track the status of their applications using the [Application Status](#) tracker.