



# ALABAMA REAL ESTATE APPRAISERS BOARD

100 N UNION ST. #370, MONTGOMERY, AL 36104 • WWW.REAB.ALABAMA.GOV • 334-242-8747

## INSTRUCTOR QUALIFICATIONS FORM

The data submitted herein will be used in evaluation of the education and occupational experience of applicants for teaching the real estate appraisal course/seminar in accordance with the requirements established by the Alabama Real Estate Appraisers Board.

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_  
\_\_\_\_\_

Appraiser License or Certification No: \_\_\_\_\_ State Issuing License: \_\_\_\_\_

Name of Course/Seminar: \_\_\_\_\_

School Name & Address: \_\_\_\_\_  
\_\_\_\_\_

Have you ever been subject to a disciplinary action imposed by any local, state or national regulatory body?

Yes \_\_\_ No \_\_\_ (If you answered YES, please provide further information or a copy of the final order)

Have you taught this course/seminar or one similar in content before? Yes \_\_\_ No \_\_\_

If so, title of courses, name and location of school: \_\_\_\_\_  
\_\_\_\_\_

### **EDUCATION**

High School, College(s), Other: \_\_\_\_\_  
\_\_\_\_\_

List all real estate appraisal course work that you have completed: (Documentation Required)

\_\_\_\_\_  
\_\_\_\_\_

Previous Instructor Experience: (List Below Courses Taught as Principal/Assistant Instructor. Attach Additional Sheets if Necessary)

\_\_\_\_\_  
\_\_\_\_\_

Previous Instructor Experience: (List Below Courses Taught as Principal/Assistant Instructor. Attach Additional Sheets if Necessary)

**OCCUPATIONAL EXPERIENCE**

Present or most recent period of employment:

Employer Name & Address: \_\_\_\_\_ Type of Business: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Duties: \_\_\_\_\_

Employment Period: From: \_\_\_\_\_ To: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

In addition to the foregoing, please attach a complete resume of your education and work experience.

I hereby certify that the information given herein is a true and accurate record of my training and experience. I agree to conduct my classes in accordance with the rules and regulations as established by the Alabama Real Estate Appraisers Board.

Signed: \_\_\_\_\_  
(Prospective Instructor)

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
(School Administrator)

Date: \_\_\_\_\_

Position of Administrator: \_\_\_\_\_

**Note:**  
Submit a separate application for each course approval requested. USPAP Courses: at least one of the course instructors must be an AQB Certified Instructor who is also a State Certified Appraiser. Applications are approved during Board Meetings every two months and should be received 30 days prior to the Board Meeting. The Application Fee is non-refundable.

<b>REQUIRED ATTACHMENTS:</b>	
- Application Fee \$25.00 per CE Course OR \$50.00 per Licensure Course	- Instructor's Resume
- Instructor's Proof of Citizenship	- Instructional Material
- Instructor's USPAP Certification (if applicable)	- Attendance Policy