

MICHIGAN CERTIFIED GENERAL REAL ESTATE APPRAISER LICENSING GUIDE

LICENSURE REQUIREMENTS CHECKLIST

(Listed below are the minimum requirements needed to obtain a Michigan certified general real estate appraiser license)

APPLICATION AND FEES

- Online Application for a Michigan Certified General Real Estate Appraiser License - Complete all fields, answer all questions, and upload any supporting documentation.
- Online applications must be completed by visiting www.michigan.gov/miplus
- 2 year license fee – (Must be paid by Visa, Mastercard, or Discover credit or debit card)
 - o New and Reciprocal Application – \$385.00
 - o Relicensure Application - \$405.00
 - o Renewal Fee – \$350.00

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS (EXCEPT RENEWAL)

- Good Moral Character Question** – I have the ability and will serve the public in a fair, honest, and open manner. If I have had a judgement of guilt in a criminal proceeding or a civil action against me, I am rehabilitated, or the substance of my former offense is not reasonably related to the occupation or profession for which I am seeking a license.
- Social Security Number (SSN) – An individual applying for licensure is required to provide his or her social security number at the time of application. If exempt under law from obtaining a SSN or you do not have a SSN, the SSN affidavit form will be required to be uploaded at the time the application is submitted.
- If requesting a fee waiver as an individual who served in the armed forces – Form DD214, DD215, or any other form acceptable to the Department that demonstrates you were separated from service with an honorable character of service or under honorable conditions (general) character of service.

ADDITIONAL REQUIREMENTS FOR LICENSURE

- Education Requirement**– Proof of completion of 300 hours of approved prelicensure Appraiser education, including 15 hours in a National USPAP course and proof of possession of a bachelor’s degree or higher from an accredited college, junior college, community college, or university.

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- Experience Requirement** – Proof of completion of 3,000 hours of experience in no fewer than 18 months. These hours must include at least 1,500 hours in non-residential properties.
- Examination Requirement** – Proof of receiving a passing score on the Certified General Real Estate Appraiser examination administered by PSI Services, LLC. Passing examination score is valid for 2 years from the date of the examination.

ADDITIONAL REQUIREMENTS FOR LICENSURE BY RECIPROCITY

- Verification of Licensure – Provide proof of current licensure in another state at the same level if the requirements of the state are at least equal to the requirements of a Certified General Real Estate Appraiser. Verification of licensure must be sent directly from the state agency.
- Non-Michigan resident must submit a Consent to Service of Process.

RELICENSURE (REQUIREMENTS FOR A LAPSED MICHIGAN CERTIFIED GENERAL REAL ESTATE APPRAISER LICENSE)

- Proof of at completion of 14 hours of approved continuing education for each year and partial year missed to date, including the most recent edition of a 7-hour National USPAP course and a 2-hour Michigan Law Course completed within the two years immediately preceding the date of the application. ***Individuals who currently have an active Real Estate Appraiser license on the National Registry in another State or US jurisdiction do not need to submit proof of continuing education.**
- Non-Michigan resident must submit a Consent to Service of Process.

RENEWAL REQUIREMENTS CHECKLIST

- Online Application for Michigan Certified General Real Estate Appraiser Renewal – Can be completed by visiting www.michigan.gov/miplus.

- Certified General Real Estate Appraiser Renewal Application Fee – \$350* (Must be paid by Visa, Mastercard, or Discover credit or debit card).

- Renewal Cycle – 2 years

*A \$20.00 late fee applies for those who renew during the 60-day late renewal period following the expiration date of the license.

- Continuing Education – You **MUST** complete the continuing education requirements **BEFORE** completing the online renewal application. You must have completed 28 hours of continuing education that was completed

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during the 24 months immediately preceding the license expiration date. Continuing education must be in activities that are in accordance with the current administrative rules.

HELPFUL RESOURCES AND FORMS

- By visiting www.michigan.gov/occupationallicense and clicking on the Appraisers, Real Estate link you can access the following helpful resources and forms:

Resources:

- [Michigan Occupational Code](#)
- [Administrative Rules for Real Estate Appraisers](#)