

MICHIGAN CERTIFIED RESIDENTIAL REAL ESTATE APPRAISER LICENSING GUIDE

OVERVIEW:

The certified residential real estate appraiser license is for the purpose of appraising all types of residential real property involving real estate related financial transactions and federally related transactions as well as any nonresidential, nonfederally related transaction for which the individual is qualified.

NOTE: The content contained below is a general overview of licensing requirements. Links to access the Occupational Code and Administrative Rules for this profession can be found at the end of this guide.

LICENSURE REQUIREMENTS CHECKLIST

APPLICATION AND FEES

- Online Application for a Michigan Certified Residential Real Estate Appraiser License - Complete all fields, answer all questions, and upload any supporting documentation.
- Online applications can be completed by visiting www.michigan.gov/miplus

- 2 year license fee: (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card)
Michigan Certified Residential Real Estate Appraiser New and Reciprocal Application: \$385.00

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS

- Good Moral Character Questions – 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 a permit is required to provide his or her social security number at the time of application. If exempt under law from obtaining an SSN or you do not have an SSN, the SSN affidavit form will be required to be uploaded at the time the application is submitted.

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ADDITIONAL REQUIREMENTS FOR LICENSURE (This is in addition to the requirements stated above that apply to ALL Applicants)

- Qualifying Education – Proof of completion of 200 hours of approved prelicensure Appraiser education, including 15 hours in a National USPAP course and proof of one of the following College Level Education options.

College Level Education for Certified Residential					
Option #1	Option #2	Option #3	Option #4	Option #5	Option #6
Bachelor's Degree in any field of study	Associates Degree in a field of study related to: <ul style="list-style-type: none"> • <i>Business Administration</i> • <i>Accounting</i> • <i>Finance</i> • <i>Economics; or</i> • <i>Real Estate</i> 	Successful completion of 30 semester hours of college-level courses in each of the following specific topic areas: <ul style="list-style-type: none"> • <i>English Composition</i> (3 hours) • <i>Microeconomics</i> (3 hours) • <i>Macroeconomics</i> (3 hours) • <i>Finance</i> (3 hours) • <i>Algebra, Geometry, or Higher Math</i> (3 hours) • <i>Statistics</i> (3 hours) • <i>Computer Science</i> (3 hours) • <i>Business Law or Real Estate Law</i> (3 hours) • Two elective courses in any of the above topics, or in <i>Accounting, Geography, Agricultural Economics, Business Management, or Real Estate</i> (3 hours each) 	Successful completion of at least 30 hours of College Level Examination Program® (CLEP®) examinations that cover each of the specific topic areas in Option #3 (see Equivalency Table on next page).	Any combination of Option #3 and Option #4 that includes all of the topics identified	No college-level education required. This option applies only to appraisers who have held a Licensed Residential credential for a minimum of five (5) years and have no record of any adverse, final, and non-appealable disciplinary action affecting the Licensed Residential appraiser's legal eligibility to engage in appraisal practice within the five (5) years immediately preceding the date of application for a Certified Residential credential.

- Experience – Proof of completion of 1,500 hours of experience in no fewer than 12 months.
- Examination – Proof of receiving a passing score on the AQB Certified Residential Real Estate Appraiser examination administered by PSI Services. A 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 Residential Real Estate Appraiser. Verification of licensure must be sent directly to our office from the state agency.
- Consent to Service of Process - Non-Michigan residents must submit a completed Consent to Service of Process form.

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ADDITIONAL REQUIREMENTS FOR THOSE APPLYING FOR RELICENSURE (These are in addition to the requirements stated above that apply to All Applicants)

- Online Application can be completed by visiting www.michigan.gov/miplus and selecting **MiPLUS Login**. Once logged in, click on the “**Licenses**” tab, select “**Modification**” next to your license number and then select “**Relicensure.**”
- 2 year Application Fee: (Must be paid by Visa, Mastercard, American Express or Discover credit or debit card)
Michigan Certified Residential Real Estate Appraiser Relicensure: \$405.00
- Continuing Education – Submit proof to the department of having earned 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, which must be completed within the two years immediately preceding the date of application. All other courses can be completed from the day after the last renewal of the lapsed license to present.
- Consent to Service of Process - Non-Michigan residents must submit a completed Consent to Service of Process form.

RENEWAL REQUIREMENTS CHECKLIST

- Online Application for Michigan Certified Residential Real Estate Appraiser Renewal – Must be completed by visiting www.michigan.gov/miplus.
- Certified Residential Real Estate Appraiser Renewal Application Fee – \$350.00 (Must be paid by Visa, Mastercard, American Express or Discover credit or debit card.)
- Renewal Cycle: 2 years
- 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 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:

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Resources:

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

Forms:

- Consent to Service of Process
- Track continuing education using CE broker – The Bureau of Professional Licensing (BPL) has partnered with CE Broker to help licensed professionals keep track of their continuing education (CE) credits. Additional information can be found on our [website](#).