

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
OFFICE OF PERSONNEL ADMINISTRATION
1 CAPITOL HILL
PROVIDENCE , RHODE ISLAND 02908

APPLICATION FOR DESIGNATION OF
RHODE ISLAND CERTIFIED ASSESSOR - (R.I.C.A.)

<u>APPLICANT INFORMATION</u>	<u>CURRENT EMPLOYER INFORMATION</u>
NAME _____	NAME _____
ADDRESS _____	ADDRESS _____
_____	_____
TELEPHONE NUMBER _____	TELEPHONE NUMBER _____

<u>EMPLOYER NAME</u>	<u>EXPERIENCE</u> <u>DATES EMPLOYED</u>	<u>TYPE OF WORK</u>
_____	_____	_____

(Use reverse side if needed)

EDUCATION

HIGH SCHOOL _____ YEARS _____

COLLEGE _____ YEARS _____

DEGREE(S) OR DESIGNATIONS/LICENSE _____

APPRAISAL & ASSESSMENT EDUCATION
(ATTACH COPIES OF CERTIFICATES, TRANSCRIPTS, ETC.)

COURSE TITLE _____ DATE COMPLETED _____

APPLICANT SIGNATURE _____

MAIL TO:
RI ASSOCIATION OF ASSESSING
OFFICERS
C/O KAREN BEATTIE, RES
SCITUATE TOWN HALL
PO BOX 328
N. SCITUATE, RI 02857

DATE _____

I CERTIFY THAT I HAVE VERIFIED THE EMPLOYMENT DATES AND
EDUCATION REQUIREMENTS AND THE APPLICANT MEETS
ALL THE REQUIREMENTS FOR THE RI CERTIFIED ASSESSOR
DESIGNATION.

VERIFIED RIAAO – EDUCATION CHAIRPERSON DATE

APPROVED STATE OF RI PERSONNEL DEPARTMENT DATE

REQUIREMENTS FOR RHODE ISLAND CERTIFIED ASSESSOR

1. The applicant must not have less than three (3) years actual experience, subject experience to be in actual field work or in direct administration of assessment activities, with one (1) year experience as an assessor and currently an active assessor at the time of designation. An active assessor is intended to be defined as a person currently employed as an assessor at time of designation.

2. Educational Requirements for Designation – All four (4) courses required for certification

_____ Rhode Island Administration Course
(Certificate of completion attached)

_____ IAAO Course 101 – Fundamentals of Real Property Appraisal
(or Appraisal Institute Equivalent Course)
(Certificate of completion attached)

_____ IAAO Course 102 – Income Approach to Valuation
(or Appraisal Institute Equivalent Course)
(Certificate of completion attached)

_____ Ethics Seminar or Workshop – Presented by the RI Ethics Commission,
IAAO, RIAAO or Appraisal Institute (certificate of completion attached)