

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

1 CAPITOL HILL
PROVIDENCE , RHODE ISLAND 02908

APPLICATION FOR DESIGNATION OF
RHODE ISLAND CERTIFIED ASSESSMENT PERSONNEL - (R.I.C.A.P.)

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

<u>EMPLOYER NAME</u>	<u>EXPERIENCE 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.)

<u>COURSE TITLE</u>	<u>DATE COMPLETED</u>
_____	_____
_____	_____
_____	_____

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 MUNICIPAL FINANCE DEPT DATE

REQUIREMENTS FOR RHODE ISLAND CERTIFIED ASSESSMENT PERSONNEL

1. The applicant must not have less than three (3) years actual experience in an assessor's office.
2. Educational Requirements for Designation – All three (3) 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)

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