

**IOWA DIVISION OF BANKING-PROFESSIONAL LICENSING  
REAL ESTATE APPRAISER BOARD**

200 E GRAND AVE  
SUITE 350  
DES MOINES, IA 50309

TELEPHONE: (515) 725-9025  
FAX: (515) 725-9032  
EMAIL: [REALESTATEAPPRAISERBOARD@IOWA.GOV](mailto:REALESTATEAPPRAISERBOARD@IOWA.GOV)  
WEBSITE: [HTTPS://WWW.IDOB.STATE.IA.US/REAP/](https://www.idob.state.ia.us/reap/)

**INSTRUCTOR APPLICATION**

<b>A: PROVIDER INFORMATION</b>	
PROVIDER NAME	PROVIDER NUMBER
COURSE NAME	
<b>B: INSTRUCTOR INFORMATION</b>	
INSTRUCTOR NAME (Last, First)	<input type="checkbox"/> COURSE INSTRUCTOR <input type="checkbox"/> GUEST SPEAKER
<input type="checkbox"/> YES <input type="checkbox"/> NO I am a certified USPAP instructor.	If No, an instructor development workshop must have been completed in past 24 months. <b>Submit verification of completion.</b>
<b>C: INSTRUCTOR ABILITY TO TEACH (Must meet one of the following)</b>	
<input type="checkbox"/> YES <input type="checkbox"/> NO Instructor has a Bachelor's degree or higher from an accredited college.	
<input type="checkbox"/> YES <input type="checkbox"/> NO Instructor holds a current teaching certificate in a real-estate related field.	
<input type="checkbox"/> YES <input type="checkbox"/> NO Instructor holds a certificate of completion in the area of instruction from an instructor institute, workshop, or school that is sponsored by a member of The Appraisal Foundation. ( <b>ATTACH</b> detail specific teaching experiences)	
<input type="checkbox"/> YES <input type="checkbox"/> NO Instructor holds a full-time, current appointment to the faculty of an accredited college.	
OTHER (Specify)	
<b>D: IN-DEPTH SUBJECT MATTER KNOWLEDGE (Must meet one of the following)</b>	
<input type="checkbox"/> YES <input type="checkbox"/> NO Instructor holds a bachelor's degree or higher from an accredited college with a major directly related to the subject matter of the course	
<input type="checkbox"/> YES <input type="checkbox"/> NO Instructor holds a bachelor's degree or higher from an accredited college and has five years of appraisal experience related to the subject matter of the course;	
<input type="checkbox"/> YES <input type="checkbox"/> NO Instructor holds a generally recognized professional real property appraisal designation	
OTHER (Specify)	
<b>E: ADDITIONAL INFORMATION (Required)</b>	
As part of the application, the instructor or provider must submit a current copy of the instructor's resume and/or biography.	
<b>F: CERTIFICATION</b>	
I certify that the information contained herein is true and correct. By the filing of this application, the above-named instructor agrees to comply with all rules of the Iowa Real Estate Appraiser Examining Board. I am qualified to teach all or a portion of the course contained with this application. <b>MUST BE SIGNED BY INSTRUCTOR.</b>	
INSTRUCTOR SIGNATURE _____	DATE: _____