

**BOARDS AND COMMISSIONS**  
**Kentucky Real Estate Authority**  
**Kentucky Real Estate Appraisers Board**  
**(Amendment)**

**201 KAR 30:130. Education provider, instructor, and course~~[Standards for education]~~  
~~approval~~~~[fees]~~.**

RELATES TO: KRS 324A.035(3)(d), (f), 12 U.S.C. 3331-3351

STATUTORY AUTHORITY: KRS ~~324A.015~~, 324A.020, 324A.035(3)(d), (f)

NECESSITY, FUNCTION, AND CONFORMITY: KRS ~~324A.020~~ and 324A.035 require the Real Estate Appraisers Board, with the approval of the executive director of the Kentucky Real Estate Authority, to promulgate administrative regulations necessary to carry out the provisions of KRS 324A.010 to 324A.090. KRS 324A.035(3)(d) and (f) require the board to establish requirements for education and continuing education of appraisers. This administrative regulation establishes the requirements for approval and evaluation of education providers, course instructors, and education courses, including distance education courses, ~~for~~~~[of education courses for]~~ real estate appraisers.

Section 1. Standards for Education Approval. (1) To qualify for prelicensure education or continuing education credit, each real estate appraisal education course shall be approved by the board in advance by the process established in~~[, in accordance with]~~ this administrative regulation.

(2) Each education provider shall apply for approval by submitting a completed Education Provider Application for Course Offerings~~[Approval]~~.

(3) The board shall approve education courses it determines will~~[approval shall be given to those education courses which the board finds will provide competent instruction in real estate appraisal so as to]~~ establish, maintain and increase the student's skill, knowledge and competency in real estate appraising.

(4) The board shall collect an annual ~~[nonrefundable]~~ fee from each education provider applying for board approval. The fee shall be:

- (a) \$100 for each prelicensure~~[hour or less education]~~ course; and
- (b) Fifty (50) dollars for each continuing education course.

Section 2. Education Provider; Application Process. (1) To apply for approval as a real estate appraiser education provider or to renew approval, a provider shall submit a completed Education Provider Application for Course Offerings.

(2) If the course is a prelicensure course, the education provider shall attach for each course:

- (a) A course description;
- (b) A timed course outline;
- (c) The course's learning objectives;
- (d) A copy of the written or demonstrative material that will be used in the classroom;
- (e) A copy of the materials for instructor use;
- (f) A sample of final examinations and answer key;
- (g) A sample copy of an official transcript from the education provider;
- (h) A copy of legal documentation required to support an answer made on the form, if applicable;
- (i) A copy of the Certificate of Approval from the Kentucky Commission on Proprietary Edu-

ation or the Kentucky Department of Education, if applicable;

(j) Proof of instructor qualification; and

(k) AQB and IDECC approvals, for distance education courses only.

(3) If the course is a continuing education course, the education provider shall attach:

(a) A course description;

(b) A timed course outline;

(c) The course's learning objectives;

(d) A copy of the written or demonstrative material that will be used in the classroom;

(e) A copy of the materials for instructor use;

(f) A sample copy of an official transcript from the education provider;

(g) A copy of legal documentation required to support an answer made on the form, if applicable;

(h) Proof of instructor qualification; and

(i) AQB and IDECC approvals, for distance education courses only.

(2) An approved real estate appraisal education provider shall include a statement in the education provider's application for admission that informs prospective students that, consistent with KRS Chapter 335B, a criminal conviction may prevent that person from qualifying for licensure by the Real Estate Appraisers Board.

(3) Courses from institutions that have been accredited by a regional accrediting agency approved by the U.S. Department of Education or listed in the Transfer of Credit Practices of Designated Educational Institutions, published by the American Association of Collegiate Registrars and Admissions Officers, shall be approved by the board without review.

(4) To be approved for continuing education credit, a course shall be consistent with the purpose of continuing education and cover those real property related appraisal topics, including:

(a) Ad valorem taxation;

(b) Arbitration, dispute resolution;

(c) Courses related to the practice of real estate appraisal or consulting;

(d) Development cost estimating;

(e) Ethics and standards of professional practice, USPAP;

(f) Land use planning, zoning;

(g) Management, leasing, timesharing;

(h) Property development, partial interests;

(i) Real estate law, easements, and legal;

(j) Real estate litigation, damages, condemnation;

(k) Real estate financing and investment;

(l) Real estate appraisal related computer applications;

(m) Real estate securities and syndication;

(n) Green building construction;

(o) Impact of seller concessions;

(p) Appraising personal property as a component of real property value; or

(q) Appraising business value as a component of real property value.

(5) Real estate appraisal related field trips shall be acceptable for credit toward the continuing education requirements, except transit time to or from the field trip shall not be included unless instruction occurs during the transit time.

(6) To renew, an education provider shall submit a completed Education Provider Application for Course Offerings with:

(a) Changes to the course material or instructor;

(b) A time course outline;

(c) AQB and IDECC approvals, for distance education courses only.

Section 3. Education Provider Requirements. (1) An approved education provider shall notify the board within fourteen (14) days of a material change in the information originally furnished on the application or in an attachment to the application.

(2) A renewal application shall be submitted by May 31 of each year.

(3) The curriculum offered by the education provider shall:

(a) Include a minimum of two (2) classroom hours for a continuing education course;

(b) Include a minimum of fifteen (15) classroom hours, including examination time, for each qualifying education course;

(c) Be conducted for a maximum of no more than fourteen (14) hours during a twenty-four (24) hour period; and

(d) Consist of courses covering the topics listed in 201 KAR 30:190 and the AQB curriculum guidelines.

(4) An approved real estate appraisal education provider shall maintain accurate and permanent records on each student enrolled in a course.

(a) A permanent record shall include:

1. Each student's record of courses completed or attempted, academic hours awarded, and final grades; and

2. A board-approved Certificate of Completion form for each student and proof that it was mailed to each student upon completion of a course.

(b) A permanent record shall:

1. Be maintained for five (5) years; and

2. Include student attendance records, student evaluations, and test scores, if applicable.

(c) The education provider shall submit to the board a roster with the names of the individuals who attended the course and each student's final examination grade with numerical score within ten (10) days of the completion of each course.

(d) The education provider shall provide the student with a certificate of course completion within ten (10) days of the completion of each course.

(5) An approved real estate appraisal education provider shall permit inspection and monitoring by the board or its designee to evaluate all aspects of the administration or operation of the education provider.

Section 4. Education Provider; Approval Withdrawn. (1) Education provider status approval shall be withdrawn if the board determines that:

(a) Information contained on the application or renewal is inaccurate or misleading;

(b) The establishment or conduct of the education provider is not in compliance with this administrative regulation;

(c) The instruction is so deficient as to impair the value of the course; or

(d) The education provider failed to meet any policy or statement made in its application.

(2) If an education provider has been given notice of a deficiency under this section, the board shall give the education provider an opportunity to correct the deficiency within ten (10) days.

(3) An effort made directly or indirectly by an education provider, official, or employee, or a designee, to reconstruct the national real property appraisal licensing or certification examination for any licensed or certified real property appraiser, or a portion of these examinations, shall result in immediate revocation of education provider approval.

Section 5. Instructor Requirements. (1) Only an approved instructor shall teach a qualifying

or mandatory continuing education course offered by an approved education provider.

(2) Instructors shall:

(a) Be approved by the board and be in compliance with the provisions of this administrative regulation; and

(b) Observe and enforce the guidelines for classroom management as part of the education program.

Section 6. Uniform Standards of Professional Appraisal Practice Courses. (1) Prior to teaching any course entitled "Uniform Standards of Professional Appraisal Practice" as a qualifying education course or a continuing education course, the instructor shall be an appraiser qualifications board certified USPAP instructor.

(2) The provider shall submit a copy of the instructor's AQB certified USPAP instructor approval certificate which includes the instructor approval number and the date of course completion.

(3) Instructors previously certified by the appraiser qualifications board national instructor program to teach USPAP who have failed to renew the certification at the time of application to the Real Estate Appraisers Board and who are not in good standing with the appraiser qualifications board or not in good standing with all state appraiser regulatory agencies in which the instructor is certified shall not be approved to teach qualifying education or continuing education courses.

Section 7. Instructor Qualifications. (1) An instructor shall have:

(a) A baccalaureate degree or higher in real estate, business, law, finance or education from a college or university duly accredited by a nationally recognized accrediting organization;

(b) An associate degree in real estate from a college or university duly accredited by a nationally recognized accrediting organization;

(c) Completed five (5) consecutive years full-time experience, with an average of at least twenty (20) hours per week, in the real estate appraisal related subject area that he or she is teaching; or

(d) A combination of teaching, education, and full-time experience, averaging at least twenty (20) hours per week for each year of experience, in real estate appraisal totaling five (5) years.

(2) An instructor shall possess:

(a) A thorough familiarity of the provisions of KRS Chapter 324A, 201 KAR Chapter 30, and their effect on the subject area of the course;

(b) A thorough knowledge of the subject area of the course he or she is teaching, including property type and proper appraisal methods and techniques applicable to the subject area; and

(c) A thorough familiarity with the current edition of the Uniform Standards of Professional Appraisal Practice;

(3) An instructor for courses that are specific to the certified general real property appraiser level shall be a certified general real property appraiser in good standing.

(4) An instructor for courses that are specific to the certified residential real property appraiser level or the licensed residential real property appraiser level shall be a certified general real property appraiser in good standing or a certified residential real property appraiser in good standing.

Section 8. Instructor Evaluation. (1) Each continuing education provider shall distribute to and collect from each student a completed Continuing Education Instructor Evaluation Form.

(2) The board may request from each continuing education provider the provider's Continuing Education Evaluation Forms.

(3) If requested, the provider's Continuing Education Evaluation Forms shall be reviewed by the board in the following manner:

(a) The Real Estate Appraisers Board Education Coordinator or the board designee shall review the course approval percentage rating, averaging all ratings, for each instructor;

(b) A seventy (70) percent rating is required in the categories of "Instructor Knowledge"; and "Instructor Presentation";

(c) The comments section of the Continuing Education Evaluation Form shall be reviewed for other remarks concerning the instructor's performance; and

(d) If an instructor receives an average rating lower than seventy (70) percent in the categories of "Instructor Knowledge"; and "Instructor Presentation"; from two (2) courses taught within a twelve (12) month period, the board shall notify the instructor and the course provider of the deficiency.

(4) In any class with ten (10) or fewer participants for which the instructor receives at least one (1) evaluation below seventy (70) percent, the board shall not consider the highest and lowest course approval percentage rating in order to ensure greater accuracy in the rating.

(5) After a deficiency notice, the instructor may be monitored by a board representative to determine the instructor's knowledge or the course's content and ability as an instructor.

(6) The board monitor shall submit a recommendation to the board as to whether the instructor should be allowed to continue to teach courses.

(7) Based upon the recommendation of the monitor, the evaluation score and the comments from the third class, a recommendation shall be made to the board to:

(a) Take no further action;

(b) Suspend the approval of the instructor; or

(c) Place the instructor on probation pending the evaluation and review of a future class.

(8) In the event the board issues a probationary statement, the board shall outline the length and terms of the probationary period as well as the date of the class to be monitored.

(9) At the conclusion of the probationary period, the Real Estate Appraisers Board shall determine whether the instructor's approval shall continue.

(10) The board shall notify the instructor and the school of its decision in writing.

(11) If probation has ended satisfactorily, the instructor's approval will be reinstated.

(12) If the board determines that the instructor's approval shall be suspended, the instructor shall not be allowed to teach any board-approved education courses unless approval is reinstated.

(13) The annual recertification of instructors and continuing education courses shall include an in-depth review of the evaluations completed by the students and those of any monitor who may have been present for the class.

Section 9. Withdrawal of Instructor Approval. (1) Approval of an instructor may be withdrawn by the board for:

(a) A violation of a provision of KRS 324A.050 or an administrative regulation promulgated by the board that results in the suspension or revocation of his or her certification;

(b) Falsification of material submitted to the board to become an approved instructor;

(c) Falsification of a student's hours of attendance or grades in a course;

(d) Failure to be present in the classroom or leaving the classroom management in the supervision of an instructor not approved by the board to teach the class;

(e) Failure to provide to any materials requested by the board;

(f) Improper conduct or incompetence in instruction as evidenced by:

1. Negative evaluations;

2. Excessive pass or failure rates in a course; or

3. Negative evaluation by a board representative who has observed the course.

Section 10. Instructor Reinstatement. (1) Any instructor who has been suspended from teaching continuing education courses may apply for reinstatement by submitting a request for approval to the board.

(2) If the deficiency that resulted in the suspension was related to presentation, the instructor shall attend an instructor development workshop approved by the board.

(3) If the deficiency that resulted in the suspension was related to the lack of knowledge of the subject matter, the instructor shall attend a prescribed number of credit hours in that subject approved by the board and successfully pass the examination for the course.

(4) The request for reinstatement shall include:

(a) Proof of attendance at any required courses; and

(b) Written documentation outlining other steps taken to improve the instructor's knowledge and skills.

(5) After submission of the above documents and consideration by the board, the board shall approve or deny the instructor's request for reinstatement in its discretion.

Section 11. Distance Education Provider and Course Approval. (1) In addition to the requirements of this administrative regulation, each applicant who submits a distance education course for approval shall submit a letter of approval, to the board, for each class submitted, from one (1) of the following institutions:

(a) The International Distance Education Certification Center (IDECC);

(b) A college or university that is accredited by the Commission on Colleges; or

(c) A regional or national accrediting agency recognized by the U.S. Secretary of Education.

(2) Credit for the classroom hour requirement for education courses delivered via distance education may be obtained from:

(a) A college or university;

(b) A community or junior college;

(c) A real estate appraisal or real estate related organization;

(d) A state or federal agency or commission;

(e) A proprietary school; or

(f) An education provider approved by the board.

(3) Credit shall be granted for continuing education distance education courses that are consistent with the approved real estate appraisal continuing education topics.

(4) Credit shall be granted for qualifying education distance education courses that cover Required Core Curriculum topics.

Section 12. Distance Education Instructors and Proctors. (1) An instructor of a distance education course shall:

(a) Hold a Certified General Real Property Appraiser Certification or Certified Residential Real Property Appraiser Certification with:

1. A minimum of five (5) years of experience; and

2. Competency in the specific area of appraisal subject being taught;

(b) Hold a Certified Distance Education Instructor certification from the IDECC;

(c) Not have been found by the board to have violated the requirements of KRS 324A.050 or 201 KAR Chapter 30; and

(d) Submit a copy of the instructor's curriculum vitae and appraisal certification.

(2) If an instructor is replaced or added, the credentials of the new instructor shall be submitted for approval before that instructor may teach a course.

(3)(a) A proctor shall be the board approved individual responsible for supervising the distance education course examination.

(b) A proctor shall not be subject to the same requirements as those for a distance instructor established in subsections (1) and (2) of this section.

(c) A proctor shall not be:

1. A licensed real estate salesperson or broker;

2. A licensed or certified real property appraiser;

3. Professionally affiliated with a real estate sales or real property appraisal office or business;

4. A member of the student's family; or

5. Professionally or personally associated with the student.

(d) The proctor shall:

1. Verify that the person taking the examination is the person registered for the course by confirmation:

a. With a picture ID;

b. With another identification document, including a driver's license or student ID card; or

c. By familiarity;

2. Observe the student taking the exam;

3. Assure that the student does all the work alone without aids of any kind, including books, notes, conversation with others, or any other external resource;

4. Verify that the calculator used during the exam shall be a nonprogrammable, hand-held calculator;

5. Provide for the administration of a printed (hard copy) or CD-ROM based final examination;

6. Provide the student with the URL for the course examination which shall be supplied by the provider if a request for the examination is received from the student;

7. Assure that the student adheres to the time limit requirement specified for the examination;

8. Assure that the examination shall be completed in one (1) sitting;

9.a. Assure that, if there is an interruption, the board shall be notified that the examination was interrupted and the reason for the interruption; and

b. Assure that the board, or its designee, shall approve the request to resume; and

10. Upon completion of the examination, submit a certificate that confirms that the:

a. Proctor verified the identity of the student;

b. Examination was completed on the date assigned during the time permitted; and

c. Student has done all the work alone without aids of any kind, including books, notes, conversation with others, or any other external resource while taking the examination, including access to Internet search engines or Web sites other than the examination.

Section 13. Distance Education Course Delivery Medium. (1) A course delivery system shall contain provisions for interactivity including:

(a) Instructor feedback with a response time of no more than two (2) business days from student lesson assignment, quiz submissions, and inquiries;

(b) Readily available opportunity for student inquiry and general questions concerning the course;

(c) Timely clarification of confusing points or errors in the study text; and

(d) Instructor's review of a student's activity in the course at least every thirty (30) days to assess progress and find the cause of potential delays in the student's completion of the course.

(2) The provider shall provide the board's course reviewers with:

(a) Two (2) full copies of the courseware with free access to the course text, assignments, quizzes, and final examination; and

(b) The URL and any username or password required for free access, if Internet course delivery shall be used.

Section 14. Distance Education Record Keeping and Reports. (1) The provider shall furnish to the board notification identifying the student, along with the name of the course in which the student is enrolled, as each enrollment is received by the provider.

(2) At the conclusion of the course, the student shall submit a Distance Education Student Independent Work Certification for the course.

(3) Upon the completion of the final examination, the proctor shall submit a Distance Education Proctor's Examination Certification.

(4) A Distance Education Course Evaluation of the student's on-line experience during the course shall be submitted at the conclusion of the course.

(5) A Certificate of Completion shall be delivered to the board and the student upon successful completion of the course and the final examination that contains:

(a) The course name and the provider's course number exactly as it appears on the Education Provider Application for Course Offerings;

(b) The student's name and address;

(c) Whether the student passed the course;

(d) An original authorized signature of a representative for the course provider;

(e) The dates and location that the course was in session;

(f) Information that the student was in attendance a minimum of fifty (50) minutes of each hour of instruction time excluding lunch and breaks; and

(g) The address and telephone number of the provider.

Section 15. Incorporation by Reference. (1) The "Education Provider Application for Course Offerings", 6/2019 [~~Incorporation by Reference. (1) "Application for Course Approval", May 1994]~~, is incorporated by reference.

(2) This material may be inspected, copied or obtained, subject to applicable copyright law, at the Kentucky Real Estate Appraisers Board, 321 N. Madison Avenue, Richmond, Kentucky 40475, (859) 623-1658, Monday through Friday, 8 a.m. to 4:30 p.m.

JOHN G. KENKEL, JR., Board Chair

H. E. CORDER, Executive Director

K. GAIL RUSSELL, Secretary

APPROVED BY AGENCY: June 12, 2019

FILED WITH LRC: June 13, 2019 at 2 p.m.

PUBLIC HEARING AND PUBLIC COMMENT PERIOD: A public hearing on this administrative regulation shall be held on 10:30 a.m. on July 26, 2019 at Kentucky Real Estate Appraisers Board, 321 N. Madison Avenue, Richmond, Kentucky 40475. Individuals interested in being heard at this hearing shall notify this agency in writing by five workdays prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing is received by that date, the hearing may be canceled. This hearing is open to the public. Any person who wishes to be heard will be given an opportunity to comment on the proposed administrative regulation. A transcript of the public hearing will not be made unless a written request for a transcript is made. If you do not wish to be heard at the public hearing, you may submit written comments on the proposed administrative regulation. Written comments shall be accepted through 11:59



p.m. on July 31, 2019. Send written notification of intent to be heard at the public hearing or written comments on the proposed administrative regulation to the contact person below.

CONTACT PERSON: Heather L. Becker, General Counsel, Kentucky Real Estate Authority, 656 Chamberlin Ave., Suite B, Frankfort, Kentucky 40601, phone 502-564-7760, fax 502-564-1538, email heather.becker@ky.gov.

## REGULATORY IMPACT ANALYSIS AND TIERING STATEMENT

Contact person: Heather L. Becker

(1) Provide a brief summary of:

(a) What this administrative regulation does: KRS 324A.020 and 324A.035 require the Real Estate Appraisers Board, with the approval of the executive director of the Kentucky Real Estate Authority, to promulgate administrative regulations necessary to carry out the provisions of KRS 324A.010 to 324A.090. KRS 324A.035(3)(d) and (f) require the board to establish requirements for education and continuing education of appraisers. This administrative regulation establishes the requirements for approval and evaluation of education providers, course instructors, and education courses, including distance education courses, for real estate appraisers.

(b) The necessity of this administrative regulation: KRS 324A.035(3)(d) and (f) require the board to establish requirements for education and continuing education of appraisers.

(c) How this administrative regulation conforms to the content of the authorizing statutes: This administrative regulation establishes the requirements for approval and evaluation of education providers, course instructors, and education courses, including distance education courses, for real estate appraisers.

(d) How this administrative regulation currently assists or will assist in the effective administration of the statutes: This administrative regulation establishes the requirements for approval and evaluation of education providers, course instructors, and education courses, including distance education courses, for real estate appraisers.

(2) If this is an amendment to an existing administrative regulation, provide a brief summary of:

(a) How the amendment will change this existing administrative regulation: The amendment to this administrative regulation consolidates all provisions relating to real estate appraiser education providers into one administrative regulation. This amendment removes duplicate and conflicting provisions and streamlines the processes for all education provider and course review.

(b) The necessity of the amendment to this administrative regulation: This amendment to this administrative regulation is necessary to remove duplication in the Board's regulatory scheme. The Board is also modernizing their provider and course review processes and applications, necessitating amendment to the administrative regulation.

(c) How the amendment conforms to the content of the authorizing statutes: KRS 324A.035(3)(d) and (f) require the board to establish requirements for education and continuing education of appraisers. This administrative regulation establishes the requirements for approval and evaluation of education providers, course instructors, and education courses, including distance education courses, for real estate appraisers.

(d) How the amendment will assist in the effective administration of the statutes: This administrative regulation establishes the requirements for approval and evaluation of education providers, course instructors, and education courses, including distance education courses, for real estate appraisers.

(3) List the type and number of individuals, businesses, organizations, or state and local

governments affected by this administrative regulation: This administrative regulation affects approximately 1550 licensed real estate appraisers, anyone interested in becoming a real estate appraiser, and qualifying, continuing, and distance education providers. This administrative regulation also affects the Kentucky Real Estate Appraisers Board.

(4) Provide an analysis of how the entities identified in the previous question will be impacted by either the implementation of this administrative regulation, if new, or by the change, if it is an amendment, including:

(a) List the actions each of the regulated entities have to take to comply with this regulation or amendment: Qualifying, continuing, and distance education providers will be subject to the new provisions for submitting and approving providers and courses, and they will be required to use the new application form. No other new action is required by any of the entities identified in Question (3) to comply with this administrative regulation amendment.

(b) In complying with this administrative regulation or amendment, how much will it cost each of the entities: There is no cost associated with complying with this administrative regulation.

(c) As a result of compliance, what benefits will accrue to the entities: Qualifying, continuing, and distance education providers will benefit from a streamlined application and review process that applies equally to all providers regardless of the type of education or the education delivery medium used by the provider.

(5) Provide an estimate of how much it will cost the administrative body to implement this administrative regulation:

(a) Initially: There is no cost associated with implementing this administrative regulation initially.

(b) On a continuing basis: There is no cost associated with implementing this administrative regulation on a continuing basis.

(6) What is the source of the funding to be used for the implementation and enforcement of this administrative regulation: There is no anticipated need for funding to implement and enforce this administrative regulation.

(7) Provide an assessment of whether an increase in fees or funding will be necessary to implement this administrative regulation, if new, or by the change if it is an amendment: There is no anticipated need to increase fees or funding to implement this administrative regulation.

(8) State whether or not this administrative regulation established any fees or directly or indirectly increased any fees: This administrative regulation does not directly or indirectly increase any fees. This regulation does establish fees for course and provider approval.

(9) TIERING: Is tiering applied? No. Tiering is not applied because all regulated entities are treated the same.

## FISCAL NOTE ON STATE OR LOCAL GOVERNMENT

(1) What units, parts or divisions of state or local government (including cities, counties, fire departments, or school districts) will be impacted by this administrative regulation? The Kentucky Real Estate Appraisers Board will be affected.

(2) Identify each state or federal statute or federal regulation that requires or authorizes the action taken by the administrative regulation. KRS 324A.020, 324A.035, and 12 U.S.C. 3331 through 3351.

(3) Estimate the effect of this administrative regulation on the expenditures and revenues of a state or local government agency (including cities, counties, fire departments, or school districts) for the first full year the administrative regulation is to be in effect. If specific dollar estimates cannot be determined, provide a brief narrative to explain the fiscal impact of the admin-

istrative regulation.

(a) How much revenue will this administrative regulation generate for the state or local government (including cities, counties, fire departments, or school districts) for the first year? This administrative regulation will not generate revenue for local government in the first year. The Real Estate Appraisers Board will receive \$25,000 course submission fees.

(b) How much revenue will this administrative regulation generate for the state or local government (including cities, counties, fire departments, or school districts) for subsequent years? This administrative regulation will not generate revenue for local government in subsequent years. The Real Estate Appraisers Board will receive \$25,000 course submission fees.

(c) How much will it cost to administer this program for the first year? There is no additional cost to administer this program for the first year.

(d) How much will it cost to administer this program for subsequent years? There is no additional cost to administer this program in subsequent years.

Note: If specific dollar estimates cannot be determined, provide a brief narrative to explain the fiscal impact of the administrative regulation.

Revenues (+/-): Neutral.

Expenditures (+/-): Neutral.

Other Explanation: None.