

## NON-AQB Continuing Education Course Application

### Iowa Real Estate Appraiser Examining Board

200 E. Grand, Suite 350  
Des Moines, IA 50309

- This application is for secondary AQB course providers or non-AQB approved courses.
- Submit a minimum of 30 days prior to first course.
- Approval or denial is sent via email.
- Courses are approved for 24 months including the month of approval.
- Submit the nonrefundable \$50 course fee.

Date:	School Code: A	Requested Course Hours:
If renewal, current code: A --	Provider email:	Instructor Name:
Presentation Plans: <input type="checkbox"/> On-going (24 month approval) <input type="checkbox"/> One-time only	Method of Instruction: <input type="checkbox"/> Distance Education or <input type="checkbox"/> Classroom	If classroom, provide date(s) and location(s):
Course Title:		

193F—11.7(4) The following information must be attached or the application will be considered incomplete and will be denied.

- a) Instructor application(s)
- b) Program description
- c) Program purpose
- d) Difficulty level
- e) Learning objectives for each major topic
- f) Description of the instructional methods utilized to accomplish objectives
- g) Copies of instructor and student program materials
- h) Copies of all examinations and a description of grading procedures
- i) Diagnostic assessment method(s) used when examinations are not given

I certify that the information contained herein is true and correct. By the filing of this application, the above-named provider agrees to comply with all rules of the Iowa Real Estate Appraiser Examining Board. I understand the approval of this course may be withdrawn for noncompliance with the rules of the Iowa Real Estate Appraiser Examining Board. I further understand this course must be taught by an instructor who is approved by the Iowa Real Estate Appraiser Examining Board.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

Internal Use Only:

Iowa Exp. ____/____/____
Course # A____ - ____