South Carolina
Department of Labor, Licensing and Regulation

Real Estate Appraisers Board

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CREDIT FOR NON-APPROVED MANDATORY CONTINUING EDUCATION COURSE REQUEST FORM

Instructions: In accordance with Section 40-60-35(0), "Appraisers may request to receive credit for continuing education for a course that has not been approved by the Board..." Appraisers wishing to obtain credit for such a course must make application on this form. (One course submission per form)

1. Application Fee – A non-refundable fee of fifty dollars ($50) for each course to be evaluated must be paid by check made payable to the SCLLR – Real Estate Appraisers Board.

   Total amount enclosed: $_____

2. Name of Appraiser _____

   (Circle One) Certification/License/Registration # _____

   Mailing Address _____

   City/State/Zip _____

   Telephone: Work (____) _____

   Home (____) _____

   Cell (____) _____

3. Justification for Approval of Course: Attach documents to verify that the course meets the criteria for MCE courses with regard to subject matter, instructor qualifications, course length, and student attendance (See Section 40-60-35(0)). Include items such as:

   a. Name of course sponsor, address, and telephone
   b. Instructor(s) name and qualifications
   c. Purpose and learning outcomes of course
   d. Hours of instruction and attendance policy
   e. Description of location, classroom facilities

How did this course increase your knowledge, skills, and competence as an appraiser?

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The following items **must** be submitted with this application:

a. Detailed syllabus, course outline, or lesson plan
b. Proof of course attendance or completion
c. Any other supporting course documentation

I hereby certify that the information provided in this application is true and correct to the best of my knowledge. I understand that any omission, inaccuracy, or failure to make full disclosure constitutes grounds for denial of appraiser continuing education approval. I also understand that the awarding of credit for Appraiser Continuing Education Course(s) is wholly discretionary on the part of the SCLLR – Real Estate Appraisers Board.

_____ _____

Signature Date

FOR BOARD USE ONLY:

Approved _____

Disapproved _____ _____

Date