**Section 1455.160 Continuing Education Requirements for State Certified General Real Estate Appraiser, State Certified Residential Real Estate Appraiser, and Associate Real Estate Trainee Appraiser; Non-Resident Continuing Education Approval**

a) CE Credit

1) A State Certified General Real Estate Appraiser, State Certified Residential Real Estate Appraiser, or Associate Real Estate Trainee Appraiser who makes application to renew his or her real estate appraiser license shall successfully complete the equivalent of 14 hours of approved continuing education per year preceding the renewal, e.g., a total of 28 hours of approved continuing education for a 2-year renewal. Continuing education credit will only be accepted from education providers and courses approved by the Division.

2) If a real estate appraiser was issued an initial license for less than 185 days prior to the expiration of the license, then no continuing education is required for that renewal. If a real estate appraiser has held a license 185 days or more prior to the expiration, then 14 hours of approved continuing education is required for that year. An additional 14 hours of CE is required for the following year, pursuant to subsection (a)(1).

3) A real estate appraiser must complete the 7-hour National USPAP Update Course or its equivalent as determined by the AQB or an alternate method established by the AQB taught by an AQB certified instructor who also holds a current appraiser certification by a state during each pre-renewal period prior to renewing or converting his or her real estate appraiser license, unless the real estate appraiser was issued his or her initial license for a period of less than 185 days prior to the expiration date. A real estate appraiser must complete the 7-hour National USPAP Update Course or its equivalent by June 30 of the calendar year following the release of USPAP. Those real estate appraisers issued a license more than 6 months after the effective date of USPAP shall complete the 7-hour National USPAP Update Course within 6 months after licensure.

4) Pursuant to 1455.320(g)(7), the Division, at its discretion, may assess an administrative fee at a rate of $100 per credit hour for CE courses completed after the Renewal Deadline. The administrative fee shall not exceed $2,000.

5) A licensee seeking renewal shall complete CE by the Renewal Deadline. The Division shall conduct audits to verify compliance with this Section. If, during an audit, the Division determines that a licensee may be deficient in complying with CE requirements, the Division may notify the licensee of the possible deficiency.

A) If satisfactory evidence of compliance with CE requirements is submitted by the Renewal Deadline that indicates that the licensee complied with the CE requirements set forth in subsection (a)(1) or (2), and subsection (a)(3), the Division will process the licensee renewal.

B) If the licensee submits an application for renewal and fails to submit satisfactory evidence of compliance with CE requirements by theRenewal Deadline, the failure shall be evidence of a violation of Section 1455.310(e) regarding unprofessional conduct in applying for renewal of, or to procure, a license, and as set forth in Section 15-10 of the Act. The Division shall send notice to the licensee, indicating the commencement of disciplinary proceedings that may result in public discipline.

b) CE Credit from Another Jurisdiction

The Division may accept evidence of successful completion of continuing education credit from another jurisdiction if that jurisdiction's requirements are substantially the same as the State of Illinois' and meet the recommendations of the AQB, and if the credit was earned and submitted by the Renewal Deadline. A real estate appraiser who wishes to obtain credit for continuing education courses not licensed by the Division shall submit to the Division:

1) An application provided by the Division requesting approval for continuing education credit, signed by the applicant, on which all questions are answered;

2) A certificate of successful completion provided by the education provider or a certification by the jurisdiction of the appraiser's place of residence of successful completion of the requested continuing education credit; and

3) The fee required by Section 1455.320.

c) CE Requirements Regarding Renewal, Restoration or Reinstatement

Prior to returning to active status, a licensee not authorized to practice must complete all required CE hours that would have been required if the licensee was in an active status. The required hours must also include the current 7-hour National USPAP Update Course or its equivalent. The license will not be restored to active status unless and until all requirements of this Part are met.

(Source: Amended at 45 Ill. Reg. 9958, effective July 26, 2021)