

## CHAPTER 137

### Department of Labor, Licensing and Regulation— South Carolina Real Estate Appraisers Board

(Statutory Authority: 1976 Code §§ 40–1–70, 40–60–50(I), 40–60–38, and 40–60–90)

#### 137–100. Definitions.

- (1) “Appraisal Foundation” means the Appraisal Foundation established November 30, 1987, as a not-for-profit corporation under the laws of Illinois containing the Appraisal Standards Board (ASB), Appraiser Qualifications Board (AQB), a board of trustees, and other advisory bodies.
- (2) “Asynchronous” means communication that does not take place at the same time. It is characterized by as needed, intermittent communication.
- (3) “Board” means the South Carolina Real Estate Appraisers Board established pursuant to the provisions of the South Carolina Real Estate Appraisers License and Certification Act.
- (4) “Co-Appraiser” refers to appraisals in which more than one appraiser works as a team. Applicants must have performed at least fifty (50%) percent of the work on an appraisal.
- (5) “Desk Review” refers to the review of an appraisal performed by another person (including a person under the applicant’s supervision) but does not include a physical inspection of the subject property.
- (6) “Direct Supervision” means personally reviewing an appraisal report prepared by an apprentice and signing and certifying the report as being independently and impartially prepared and in compliance with the Uniform Standards of Professional Appraisal Practice, these regulations and applicable statutory requirements.
- (7) “Distance Education” means the process of delivering instruction when the instructors and the students are separated by distance.
- (8) “Field Review” refers to the review of an appraisal performed by another person who has conducted a physical inspection of the property, as well as verified the data and checked the calculations contained in the appraisal under review.
- (9) “Lister” refers to duties individuals perform in mass appraisals that are typically limited to the location of real property, measurement of improvements relative to such things as number of bedrooms and bathrooms, siding, decks, or other miscellaneous information.
- (10) “Sole Appraiser” refers to appraisals that are completed by only one person.
- (11) “Standards of Professional Appraisal Practice” or “USPAP” means the National Uniform Standards of Professional Appraisal Practice as adopted by the Appraisal Standards Board (ASB) of the Appraisal Foundation and adopted by the Board.
- (12) “Synchronous” means communication in which the interaction is simultaneous. It is characterized by live two-way communication.

**HISTORY:** Added by State Register Volume 32, Issue No. 2, eff February 22, 2008. Amended by State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42–5 Doc. No. 4766, eff May 25, 2018; SCSR 46–5 Doc. No. 5100, eff May 27, 2022; SCSR 49–5 Doc. No. 5340, eff May 23, 2025.

#### 137–100.01. Repealed.

**HISTORY:** Former Regulation, titled Appraisal Experience Hourly System, had the following history: Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42–5 Doc. No. 4766, eff May 25, 2018. Repealed by SCSR 49–5 Doc. No. 5340, eff May 23, 2025.

## **137-100.02. Qualifications.**

(A) Applicants desiring to be an apprentice appraiser, a licensed appraiser or a certified appraiser shall satisfy the standards and requirements set forth in the Real Property Appraiser Qualification Criteria as implemented by the Appraisal Foundation's Appraiser Qualifications Board (AQB) and the Appraisal Standards Board (ASB) as endorsed by the Appraisal Subcommittee pursuant to Title XI of the Financial Institutions Reform, Recovery, and Enforcement Act of 1989, which is hereby incorporated by reference, including subsequent amendments and editions, and can be found at [www.appraisalfoundation.org](http://www.appraisalfoundation.org).

(B) In addition to the requirements of Section 40-60-31 and Section 40-60-33, apprentice appraiser applicants shall meet the following qualifications:

(1) Effective January 1, 2026, eighty-three (83) hours of Core Curriculum prescribed by the AQB in qualifying education covering thirty (30) hours in Basic Appraisal Principles, thirty (30) hours in Basic Appraisal Procedures, fifteen (15) hours in National Uniform Standards of Professional Appraisal Practice or its equivalent as determined by the AQB, and eight (8) hours in Valuation Bias and Fair Housing Laws and Regulations.

(C) In addition to the requirements of Section 40-60-33(2), applicants for a licensed real estate appraiser and licensed mass appraiser shall meet the following qualifications:

(1) Effective January 1, 2026, must have one hundred fifty-eight (158) hours of Core Curriculum prescribed by the AQB in qualifying education, fifteen (15) hours in Market Analysis and Highest and Best Use, fifteen (15) hours in Appraiser Site Valuation and Cost Approach, thirty (30) hours in Sales Comparison and Income Approaches, and fifteen (15) hours in Report Writing and Case Studies.

(2) Obtained a minimum of one thousand (1,000) hours of appraisal experience in appraising either residential or nonresidential properties. Mass appraiser's experience may be one hundred (100%) percent ad valorem tax appraisal. The maximum number of hours which an applicant can earn in review (field, documentary, or desk) appraisal experience is limited to five hundred (500) hours. Qualifying experience must be obtained and documented after January 1, 1992, be in appraisal work conforming to USPAP Standards where the appraiser demonstrates proficiency in appraisal principles, methodology, procedures (development), reporting conclusions, sufficient to demonstrate competency in all USPAP Standards; and

(3) Have at least six (6) months of real estate appraisal experience commencing as of the date that the first assignment is completed after the initial license is issued; or

(4) Complete an AQB Practical Applications of Real Estate Appraisal (PAREA) program or State Practicum program as approved by the Board, along with the required Core Curriculum; and

(5) Successfully pass an approved AQB exam. An applicant not licensed within two years after passing the examination must retake the examination.

(D) In addition to Section 40-60-33(3), a certified residential real estate appraiser or certified residential mass appraiser shall meet the following qualifications:

(1) Effective January 1, 2026, two hundred (200) hours of Core Curriculum prescribed by the AQB in qualifying education, fifteen (15) hours in Statistics, Modeling, and Finance, fifteen (15) hours in Advanced Applications and Case Studies, and twelve (12) hours in appraisal subject matter electives;

(2) Certified Residential real estate appraiser credentialed as a Licensed Appraiser for a minimum of five (5) years and have no record of any disciplinary action affecting the Licensed Appraiser's legal eligibility to engage in appraisal practice within the previous five (5) years, or

(3) Certified Residential real estate appraiser must hold a Bachelor's degree or higher, or

(4) Certified Residential real estate appraiser must hold an Associate's degree in a field of study related to Business Administration, Accounting, Finance, Economics or Real Estate from an accredited college, community college, or university. In lieu of the degree requirement, an applicant for the certified residential appraiser credential shall successfully complete thirty (30) semester hours of college-level education from an accredited college, junior college, community college or university in the following topic areas:

English Composition (3 hours)

Microeconomics (3 hours)  
Macroeconomics (3 hours)  
Finance (3 hours)  
Algebra, Geometry or Higher Math (3 hours)  
Statistics (3 hours)  
Computer Science (3 hours)  
Business or Real Estate Law (3 hours)

Two elective courses in any of the above topics, or in Accounting, Geography, Agricultural Economics, Business Management or Real Estate (3 hours each)

The college or university must be a degree-granting institution accredited by the Commission on Colleges, a regional or national accreditation association, or by an accrediting agency that is recognized by the U.S. Secretary of Education. If an accredited college or university accepts the College-Level Examination Program (CLEP) examination(s) and issues a transcript for the exam, showing its approval, it will be considered as credit for the college course.

(5) Obtained a minimum of one thousand five hundred (1,500) hours of appraisal experience in appraising either residential or nonresidential properties. Mass appraiser's experience may be one hundred (100%) percent ad valorem tax appraisal. The maximum number of hours which an applicant can earn in review (field, documentary, or desk) appraisal experience is limited to seven hundred fifty (750) hours. Qualifying experience must be obtained and documented after January 1, 1992, be in appraisal work conforming to USPAP Standards where the appraiser demonstrates proficiency in appraisal principles, methodology, procedures (development), reporting conclusions, and be of a variety sufficient to demonstrate competency in all USPAP Standards;

(6) Have at least twelve (12) months of real estate appraisal experience commencing as of the date that the first assignment is completed after the initial license is issued; or

(7) complete an AQB Practical Applications of Real Estate Appraisal (PAREA) program or State Practicum program as approved by the Board, along with the required Core Curriculum; and

(8) Successfully pass an AQB approved exam. An applicant not certified within two years after passing the examination must retake the examination.

(E) In addition to the requirements of Section 40-60-33(4), applications for a certified general real estate appraiser or certified general mass appraiser shall meet the following qualifications:

(1) Effective January 1, 2026, three hundred (300) hours of Core Curriculum prescribed by the AQB in qualifying education consisting of eighty-three (83) hours as required for the Apprentice Appraiser credential, fifteen (15) hours in Statistics, Modeling, and Finance, thirty (30) hours in General Appraiser Market Analysis and Highest and Best Use, thirty (30) hours in General Appraiser Sales Comparison Approach, at least thirty (30) hours in General Appraiser Site Valuation and Cost Approach, sixty (60) hours in General Appraiser Income Approach, thirty (30) hours in General Appraiser Report Writing and Case Studies, and twenty-two (22) hours in appraisal subject matter electives. An applicant may use the general appraiser qualifying courses to apply for upgrade to Licensed or Certified Residential in lieu of the residential appraiser qualifying courses;

(2) Certified General real estate appraiser must hold a Bachelor's degree or higher from an accredited college or university;

(3) Obtained a minimum of three thousand (3,000) hours of appraisal experience, fifty (50%) percent of which must come from appraising nonresidential properties. Mass appraiser's experience may be one hundred (100%) percent ad valorem tax appraisal. The maximum number of hours which an applicant can earn in review (field, documentary, or desk) appraisal experience is limited to one thousand five hundred (1,500) hours. Qualifying experience must be obtained and documented after January 1, 1992, be in appraisal work conforming to USPAP Standards where the appraiser demonstrates proficiency in appraisal principles, methodology, procedures (development), reporting conclusions, sufficient to demonstrate competency in all USPAP requirements;

(4) Have at least eighteen (18) months of real estate appraisal experience commencing as of the date that the first assignment is completed after the initial license is issued; and

(5) Successfully pass an approved AQB exam. An applicant not certified within two years after passing the examination.

(F) Courses taken in satisfying the qualifying education requirements should not be repetitive in nature. Each course credited toward the required number of qualifying education hours should represent a progression in which the appraiser's knowledge is increased.

(G) Certified residential mass appraisers and certified general mass appraisers do not have to meet college requirements stated in 137-100.02(D) or (E).

(H) The Board may waive the examination requirements for those applicants who are currently licensed or certified in another state upon proof that the applicant has successfully passed an AQB approved exam which served as a requirement for licensure or certification in the state where he is currently licensed or certified.

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 32, Issue No. 2, eff February 22, 2008; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 43-5 Doc. No. 4857, eff May 24, 2019; SCSR 46-5 Doc. No. 5100, eff May 27, 2022; SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-100.03. Appraisal Categories.**

The following categories pertain to various forms of appraiser involvement and the percentage which may be awarded by the Board when evaluating appraisal experience:

Category	Percentages Assigned
(A) Sole Appraiser -	100%
(B) Co-Appraiser -	75%
(C) Field Review -	50%
(D) Desk Review -	25%

To qualify for experience credit for a desk or field review, an applicant must have thoroughly and critically reviewed all portions of the appraisal report and recommended the acceptance, revision, or rejection of the appraisal under review.

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 46-5 Doc. No. 5100, eff May 27, 2022; SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-100.04. Residential Experience Hours.**

Applicants for license reclassification must use the Board-approved experience log to report appraisal experience. Acceptable experience hours will be reviewed as part of the reclassification application concerning property types when evaluating residential appraisal experience:

Type of Appraisal	Sole Appraiser Hours Assigned	Co-Appraiser Hours Assigned
1. Appraisal of Single-Family (one unit dwelling)	8	6
2. Appraisal of Multi-Family (two-four units)	16	12
3. Appraisal of Vacant Residential Lot	6	4.5
4. Appraisal of Rural Residential Land (10-50 acres)	16	12

5. All other residential properties, larger or more complex than typical properties. Hours to be determined by the Board upon submission.

**HISTORY:** Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 46-5 Doc. No. 5100, eff May 27, 2022; SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-100.05. Nonresidential Experience Hours.**

The following hours may be awarded by the Board concerning property types when evaluating nonresidential appraisal experience:

Type of Appraisal	Sole Appraiser Hours Assigned	Co-Appraiser Hours Assigned
A. Vacant Land:	20	15
(Undeveloped nonresidential tracts, residential multifamily sites, commercial sites, industrial sites, lands in transition, etc.)		
B. Rural/Agricultural:		
(51 to 250 acres)	20	15
(more than 250 acres)	32	24
C. Residential Multi-Family (5-12 units):	40	30
D. Residential Multi-Family (13 units or more):		42
(apartments, condominiums, townhouses, mobile home parks, etc.)		
(Apartments, condominiums, townhouses, mobile home parks, etc.)		
E. Commercial Single-Tenant:	40	30
(Office building, retail store, restaurant, service station, bank, day-care center, etc.)		
F. Commercial Multi-Tenant:	64	48
(Office building, shopping center, hotel/motel, etc.)		
G. Industrial:		
(Warehouse, manufacturing plant, etc.)		
Under 20,000 square feet	40	30
20,000 square feet or more	72	54

H. Institutional:	72	54
(Nursing home, hospital, school, church, government building, etc.)		
I. Specialized or more complex properties	Hours to be determined by Board upon submission.	

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 46-5 Doc. No. 5100, eff May 27, 2022.

### **137-100.06. Repealed.**

**HISTORY:** Former Regulation, titled Co-Appraiser Experience, had the following history: Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; State Register Volume 40, Issue No. 5, Doc. No. 4589, eff May 27, 2016; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 46-5 Doc. No. 5100, eff May 27, 2022. Repealed by SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-100.07. Other Appraisal Experience.**

(A) Applicants may receive credit for appraisals of other types of real property not listed in these Regulations. On an individual basis, the Board may determine the amount of credit to be awarded for such appraisals based on information provided to the Board by the applicant.

(B) Experience credit may be awarded for mass appraisal activity provided such activity is in compliance with the standards set forth in the USPAP Standards. The maximum number of experience hours a non-mass applicant will be awarded for mass appraisal activity is fifty percent (50%).

(C) Mass appraisal experience will not be awarded for activity performed by individuals commonly referred to as "listers."

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; State Register Volume 40, Issue No. 5, Doc. No. 4589, eff May 27, 2016; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-200.01. Mass Appraisal Activity.**

(A) Appraisal experience may be obtained through mass appraisal activity when applicants can demonstrate that, after receiving information supplied by the lister, the person claiming mass appraisal experience credit inspected the subject property, determined the quality or classification of the property, estimated the depreciation of the improvements, determined the land or lot value based on market sales of comparable properties adjusted to the subject property, and reviewed the estimated value of the property against comparable sales in order to ensure the value estimate approximated market value.

(B) Ad valorem appraisal experience may be obtained through individual property appraisals utilizing the entire appraisal process.

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-200.02. Residential Mass Appraisals.**

The following categories pertain to various forms of appraiser involvement and the hourly values which may be awarded by the Board when evaluating residential mass appraisal experience:

Type of Appraisal	Sole Appraiser Hours	Co-Appraiser Hours Assigned

1.	Single-Family (one-unit dwelling)	New Update	2 1	1 .50
2.	Multi-Family (two-four units)	New Update	2 1	1 .50
3.	Residential Lots (4 lots or less)	New Update	2 1	1 .50
4.	Rural Residential Land (50 acres or less)	New Update	2 1	1 .50

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 43-5 Doc. No. 4857, eff May 24, 2019; SCSR 46-5 Doc. No. 5100, eff May 27, 2022.

### **137-200.03. Nonresidential Mass Appraisals.**

The following categories pertain to various forms of appraiser involvement and the hourly values which may be awarded by the Board when evaluating nonresidential mass appraisal experience:

Type of Appraisal		Sole Appraiser Hours Assigned	Co-Appraiser Hours Assigned
1.	Vacant Land Update	2 1	1 .50
2.	Rural Agricultural (51 acres to 250 acres)	New Update	2 1 .50
3.	Rural Agricultural (more than 250 acres)	New Update	2 1 .50
4.	Multi-Family (5-12 units)	New Update	8 4 2
5.	Multi-Family (13 or more units)	New Update	12 6 3
6.	Commercial (single tenant)	New Update	8 4 2
7.	Commercial (multi-tenant)	New Update	16 8 4
8.	Industrial (under 20,000 square feet)	New Update	8 4 2
9.	Industrial (more than 20,000 square feet)	New Update	12 6 3
10.	Institutional	New Update	12 6

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 46-5 Doc. No. 5100, eff May 27, 2022.

### **137-200.04. Mass Appraisal Experience Verification.**

Applicants claiming appraisal experience shall provide an affidavit of verification of the experience claimed. Experience verification forms must be completed by the applicant's supervisor or employer.

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 32, Issue No. 2, eff February 22,

2008; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; State Register Volume 40, Issue No. 5, Doc. No. 4589, eff May 27, 2016; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-300.01. Responsibilities of an Apprentice Appraiser.**

(A) In addition to the requirements of Section 40-60-34(B) and (C), the holder of an apprentice appraiser license issued by the Board must comply with the following:

(1) The apprentice shall make the log and all appraisals available at all times for inspection by the Board.

(2) When performing appraisal assignments, the apprentice shall have in his or her possession the license issued by the Board.

(3) The apprentice is eligible to take the appraisal licensing or certification examinations after completing the requisite Board-approved AQB Core Curriculum and experience required for the relevant licensed or certified appraiser classification.

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 32, Issue No. 2, eff February 22, 2008; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; State Register Volume 40, Issue No. 5, Doc. No. 4589, eff May 27, 2016; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 46-5 Doc. No. 5100, eff May 27, 2022; SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-300.02. Responsibilities of a Supervising Appraiser.**

(A) In addition to the requirements of Section 40-60-34(D) and (E), the certified appraiser supervising an apprentice appraiser shall:

(1) Make reasonable efforts to ensure the apprentice appraiser conforms their professional conduct to the USPAP Standards and its amendments, as promulgated by the ASB.

(2) A supervising appraiser shall be responsible for conduct of an apprentice appraiser that would be a violation of USPAP if:

(a) the supervising appraiser orders or, with the knowledge of the specific conduct, ratifies the conduct involved; or

(b) the supervising appraiser has direct supervisory authority over the apprentice, and knows of the conduct at a time when its consequences can be avoided or mitigated but fails to take reasonable remedial action.

(3) Acknowledge in the appraisal certification the professional contribution of the apprentice in accordance with USPAP; and

(4) Provide the apprentice with a copy or allow access of any final appraisal document in which the apprentice participated.

(5) Jointly maintain with the apprentice appraiser an experience log as established in Section 40-60-34(B)(2) and Regulation 137-300.01(A)(3).

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 32, Issue No. 2, eff February 22, 2008; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; State Register Volume 40, Issue No. 5, Doc. No. 4589, eff May 27, 2016; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-400.01. Deleted.**

**HISTORY:** Former Regulation, titled Temporary Practice, had the following history: Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018. Deleted by SCSR 46-5 Doc. No. 5100, eff May 27, 2022.

### **137-500.01. Continuing Education.**

(A) Board-approved continuing education is to be reported electronically, by board-approved education providers within fourteen (14) days of course completion.

(B) All active license or certifications shall provide proof biennially of completion of continuing education requirements of Section 40-60-35 to include the most current USPAP course.

(C) Approved qualifying courses may be used to meet the continuing education requirements provided the following conditions are met:

(1) Qualifying courses must be on the Board's approved list.

(2) The level of the course must be above the appraiser's current status [e.g. a licensed appraiser may receive continuing education credit for taking a Certified Residential or Certified General Level Course].

(3) Credit will not be given for the same category course taken within a two (2) year period.

(D) Requests for credit for a continuing education course not previously approved by the Board must demonstrate the course content is substantially different from their previously complete qualifying courses. Requests for continuing education credit for non-approved courses must be made on a form approved by the Board and must be submitted along with a nonrefundable fee.

(E) Appraisers authorized to engage in real estate appraisal activity in South Carolina as a non-resident appraiser may meet the continuing education requirements by providing evidence they meet the continuing education requirements of their state of residence. Non-resident real estate appraisal requirements must meet South Carolina's minimum hour requirements and be approved by the regulatory agency in their resident state. Non-resident appraisers not actively licensed in their resident state must meet the requirements of South Carolina.

(F) Submission of false or misleading information is grounds for immediate suspension of the appraiser's authority to practice along with other possible disciplinary actions.

(G) Approved instructors may receive up to one-half of their continuing education credit for teaching continuing education courses, subject to Board approval. Credit will not be given for the same continuing education course more than once during a continuing education cycle.

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 32, Issue No. 2, eff February 22, 2008; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; State Register Volume 40, Issue No. 5, Doc. No. 4589, eff May 27, 2016; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 43-5 Doc. No. 4857, eff May 24, 2019; SCSR 46-5 Doc. No. 5100, eff May 27, 2022; SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-600.01. Member Request for Investigation.**

If a member of the Board files a complaint or requires an investigation, such compliant or request shall serve to disqualify the member from participating in any hearing or a consent agreement regarding the matter. That member shall be prohibited from discussing the issue with other members, except as a witness or party, until after final agency action and the time for appeal has lapsed or appeal rights have been exhausted.

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 32, Issue No. 2, eff February 22, 2008; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018.

### **137-600.02. [Deleted]**

**HISTORY:** Former Regulation, titled *Ex Parte Communications*, had the following history: Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014. Deleted by SCSR 42-5 Doc. No. 4766, eff May 25, 2018.

### **137-600.03. Disciplinary Actions For Appraisers, Providers and Instructors.**

(A) The Board may, upon its own motion, and shall, upon the written complaint of any aggrieved person, investigate the activities of an applicant or a person permitted, licensed, or certified under this chapter and may deny, suspend, revoke, or otherwise restrict a permit, license, or certification and/or impose a public or private reprimand, other discipline, and/or a fine, if the Board finds an applicant, State apprentice appraiser, licensed appraiser, or certified appraiser has violated any provision of the South Carolina Real Estate Appraisers and Appraisal Management Companies Act or these regulations.

(B) When an appraiser has previously been sanctioned by the Board or by any other state's real estate appraiser regulatory authority, the Board may consider these prior sanctions in determining the severity of a new sanction which may be imposed upon a finding that an appraiser has violated a

provision of this chapter or any of the regulations of the Board. The failure of an appraiser to comply with or to obey a final order of the Board may be cause for suspension or revocation of the individual's permit, license, or certification after opportunity for a hearing.

(C) The Board may fine and publicly or privately reprimand a provider or instructor or deny, revoke, suspend or otherwise withdraw the approval of any provider or instructor upon finding that the provider or instructor:

- (1) Fails to meet the criteria for approval referenced by these Regulations or no longer meets the standards established by the Board; or
- (2) Provides false or materially inaccurate information to the Board when making application for approval; or
- (3) Fails to provide information requested by the Board; or
- (4) Falsifies official documents or reports; or

(5) Otherwise violates or fails to satisfy the provisions of the South Carolina Real Estate Appraisers and Appraisal Management Companies Act and the regulations pertaining thereto or any other applicable professional licensing laws and regulations.

(D) Before any sanction is imposed upon a provider or instructor, the provider or instructor shall be entitled to a hearing. The hearing must be at a time and place designated by the Board and in accordance with the provisions of the applicable statutes and the Administrative Procedures Act.

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

**137-600.04.** Deleted by State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014.

**Editor's Note**

Former 137-600.04 was titled **Disciplinary Actions** and had the following history: Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 32, Issue No. 2, eff February 22, 2008.

**137-600.05. Disciplinary Action for Appraisal Management Companies.**

The Board may, upon its own motion, and shall, upon the written complaint of any aggrieved person, investigate the activities of a company registered under this chapter and regulations and may deny, suspend, revoke, or otherwise restrict a registration and/or impose a public or private reprimand, other discipline, and/or fine and may require payment of investigative costs.

**HISTORY:** Added by SCSR 42-5 Doc. No. 4766, eff May 25, 2018. Amended by SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

**137-700.01. [Deleted]**

**HISTORY:** Former Regulation, titled Hearings, had the following history: Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014. Deleted by SCSR 42-5 Doc. No. 4766, eff May 25, 2018.

**137-700.02. [Deleted]**

**HISTORY:** Former Regulation, titled Role of Board Members, had the following history: Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 32, Issue No. 2, eff February 22, 2008; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014. Deleted by SCSR 42-5 Doc. No. 4766, eff May 25, 2018.

**137-700.03. [Deleted]**

**HISTORY:** Former Regulation, titled Failure to Appear, had the following history: Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014. Deleted by SCSR 42-5 Doc. No. 4766, eff May 25, 2018.

## **137-800.01. Deleted.**

**HISTORY:** Former Regulation, titled **Payment of Fees**, had the following history: Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; State Register Volume 40, Issue No. 5, Doc. No. 4589, eff May 27, 2016; SCSR 42-5 Doc. No. 4766, eff May 25, 2018. Deleted by SCSR 46-5 Doc. No. 5100, eff May 27, 2022.

## **137-800.02. Bad Checks.**

Checks issued by an applicant or an appraiser which are returned for insufficient funds or not honored for any cause are considered *prima facie* evidence of untrustworthiness or incompetency in such a manner as to endanger the interest of the public and may subject the applicant, appraiser, or appraisal management company to disciplinary action.

A. If the check is in payment of a fee for which authority to engage in real estate appraisal or as an appraisal management company has been issued, that authority may be immediately cancelled or revoked.

B. Where a check or checks are incorrectly returned by a bank or other depository because of the bank or depository's error, a statement to that effect from the bank or depository will be required before such appraisal or appraisal management authority will be reissued.

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018.

## **137-800.03. [Deleted]**

**HISTORY:** Former Regulation, titled **Biennial Fee Schedule**, had the following history: Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 32, Issue No. 2, eff February 22, 2008; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; State Register Volume 39, Issue No. 6, Doc. No. 4516, eff June 26, 2015; State Register Volume 40, Issue No. 5, Doc. No. 4589, eff May 27, 2016. Deleted by SCSR 42-5 Doc. No. 4766, eff May 25, 2018.

## **137-800.04. License, Certification and Registration Renewals.**

(A) All appraiser licenses and certifications expire biennially on June 30 (even years), except those appraisers who first become licensed or certified in the last quarter of the renewal year (April 1 to June 30) are not required to renew until the following renewal period. If the initial license is issued in an odd-numbered year, the license shall be renewed the following year and then biennially thereafter.

(B) All appraisal management company registrations expire annually on June 30.

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 32, Issue No. 2, eff February 22, 2008; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 46-5 Doc. No. 5100, eff May 27, 2022; SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

## **137-800.05. Expired License or Registration.**

Licenses expired for more than twelve (12) months will be cancelled. Cancelled licenses may be considered for reinstatement upon proper application, payment of the original license fee, and proof of having obtained continuing education equal to the total number of hours that would have been required had the license been continuously renewed including the most recent 7-hour USPAP Update Course. Reinstatement applications will be reviewed by the Board to determine if additional real estate appraisal education will be required.

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 32, Issue No. 2, eff February 22, 2008; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; State Register Volume 40, Issue No. 5, Doc. No. 4589, eff May 27, 2016; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 43-5 Doc. No. 4857, eff May 24, 2019; SCSR 46-5 Doc. No. 5100, eff May 27, 2022; SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

## **137-800.06. Repealed.**

**HISTORY:** Former Regulation, titled **Disclosure of Appraiser Classification and Number**, had the following history: Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register

**Volume 32, Issue No. 2, eff February 22, 2008; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018. Repealed by SCSR 49-5 Doc. No. 5340, eff May 23, 2025.**

### **137-900.01. Educational Providers - Approval Required.**

(A) Certificates of completion obtained through education providers teaching courses prior to being approved by the Board will not be recognized by the Board.

(B) Courses offered by other providers may be approved if they comply with the regulations of the Board with regard to curriculum, instructors, hours of attendance, texts, and examinations. Certificates of Completion and if the policies and procedures of the provider are also approved by the Board.

(C) Other information not submitted with the application, but which is information deemed important to the consideration thereof, may be required by the Board.

(D) All provider, course and instructor approvals expire biennially on August 31 (even years). If issued in odd-numbered years, approval shall be renewed the following year and then biennially thereafter. Renewal information will be sent to all providers and instructors.

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-900.02. Repealed.**

**HISTORY:** Former Regulation, titled Exemption from Regulation, had the following history: Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018. Repealed by SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-900.03. Repealed.**

**HISTORY:** Former Regulation, titled Providers of Courses, had the following history: Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018. Repealed by SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-900.04. Repealed.**

**HISTORY:** Former Regulation, titled Application for Provider Approval, had the following history: Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018. Repealed by SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-900.05. Curriculum and Attendance.**

(A) Topics for qualifying courses referenced in 137-100.02 must be broad in scope and must cover various principles, concepts, standards, practices and/or methods that are applicable to the performance of a wide range of appraisal assignments that will commonly be encountered by licenses or certified appraisers in connection with appraisals in federally-related transactions. The courses must include a minimum of fifteen (15) hours and an examination pertinent to that educational offering. Prelicense appraisal courses must be in modules which require a specified number of education hours at each credential level as established by the AQB of The Appraisal Foundation.

(B) Topics for continuing education courses must contribute to the goal of maintaining or increasing the knowledge, skill and competence of real estate appraisers with regard to the performance of real estate appraisals in a manner that best serves the public interest and must be a minimum of two (2) class hours in length.

(C) Learning objectives and course outline reflecting the course content with time allotments must be furnished to the Board at the time of application for approval, along with copies of all quizzes and examinations for qualifying courses. Examinations and the criteria for such examinations and final grade determination may be developed by each provider based on its individual concepts. The Board may, however, direct alterations in examinations procedures, criteria for passing, and administration whenever deemed necessary.

(D) Providers must identify to the Board the texts to be used in any approved course of instruction.

(E) For qualifying courses, providers must establish uniform testing and grading procedures for their quizzes and examinations and must use approved instructors for administering and monitoring all such tests. No proprietor, instructor or any other individual may arbitrarily alter a student's grade or offer to students any re-examination of the same test previously administered. Retake examinations must contain at least eighty percent (80%) new material.

(F) Synchronous courses must be limited to a maximum of eight (8) hours in any given day. Students must be allowed reasonable breaks. Providers must require strict attendance of all classroom or virtual hours required by law and must maintain records indicating all student absences.

(G) Providers may offer students failing to meet the minimum-hour requirement: a make-up session offered by the provider in person or virtually, consisting of the content covered in the session or hours missed; or attendance of the same class session offered by the provider at a future date.

(H) Each provider must electronically submit approved continuing education courses for each South Carolina appraiser verifying completion of a course for each licensee who satisfactorily completes the course. Completed courses must be transmitted electronically within fourteen (14) calendar days.

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 32, Issue No. 2, eff February 22, 2008; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; State Register Volume 40, Issue No. 5, Doc. No. 4589, eff May 27, 2016; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 46-5 Doc. No. 5100, eff May 27, 2022; SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-900.06. Repealed.**

**HISTORY:** Former Regulation, titled Provider, Instructor and Course Renewals, had the following history: Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 46-5 Doc. No. 5100, eff May 27, 2022. Repealed by SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-900.07. Repealed.**

**HISTORY:** Former Regulation, titled Enrollment Agreement Policies and Procedures, had the following history: Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018. Repealed by SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

### **137-900.08. Other Operating Procedures.**

(A) Teaching methods.

Courses must be taught by Board-approved instructors and presented using traditional teaching methods. Correspondence courses will not be approved. Nothing in this section, however, shall prohibit the use of video equipment as a teaching supplement.

(B) Distance Education Courses may be acceptable for qualifying and continuing education provided that the following has been met:

1. The course is presented to an organized group in an instructional setting with a person qualified and available to answer questions, provide information, and monitor student attendance;

2. Asynchronous courses must have received approval of an AQB approved certification and the Board for the course design and delivery mechanism for course content;

3. For qualifying and continuing education, the student must successfully complete the course mechanisms required for accreditation which demonstrates mastery and fluency of the content. Incremental student assessments must be present throughout asynchronous continuing education courses in order to be acceptable.

(C) Advertising.

Each provider must maintain high standards in the conduct of its operations, solicitation of its students and in its advertising and promotional material. The use of any unfair or deceptive practice or the making or causing to be made of any false, misleading or deceptive statement in any advertising

or promotional material which has the tendency or capacity to mislead or deceive students, prospective students, or the public shall be cause for disciplinary action.

A provider may not advertise or imply that it is "recommended" or "endorsed" by the South Carolina Real Estate Appraisers Board.

(D) Audit and record keeping.

1. Providers must keep copies of all enrollment agreements, advertising, rosters and attendance records. Such records must be kept for five (5) years and be made available to a representative of the Board upon request.

2. Providers must permit periodic inspections and auditing by a representative of the Board for the purpose of evaluating course content, instructor performance of any other relevant aspect of the administration and conduct of such course.

(E) Changes.

Proposed changes to name, course content and/or length, texts, instructors, operating policies and procedures must be submitted to and approved by the Board prior to implementation.

(F) Complaints.

Providers must post in a conspicuous place a notice which states the following: "Any complaint concerning a Board-approved real estate appraiser course or instructor should be directed to the South Carolina Real Estate Appraisers Board at (the Board's current address)."

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State register Volume 32, Issue No. 2, eff February 22, 2008; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 49-5 Doc. No. 5340, eff May 23, 2025.

## **137-900.09. Instructors.**

(A) Approved courses held in this state must be taught by Board-approved instructors. Instructors teaching courses which are part of a degree program offered by an accredited college, university, technical college, community college or junior college may be deemed approved by the Board.

(B) Applicants for instructor approval must submit an application form along with supporting documentation as proof of knowledge of subject matter and the ability to teach effectively.

1. As proof of knowledge of the subject matter to be taught, one or more of the following will be considered:

(a) For License and Certified Residential Level Courses, an active state certified residential or certified general appraiser certificate issued by the Board or other authority acceptable to the Board, and at least three (3) years of appraisal experience; or

(b) For Certified General Level Courses, an active state certified general appraiser certificate issued by the Board or other authority acceptable to the Board, and at least three (3) years of nonresidential appraisal experience; or

(c) A college degree in an academic area directly related to the course; or

(d) Previous employment by a state or federal agency performing appraisal work for at least five (5) years immediately preceding application; or

(e) Past experience and/or education acceptable to the Board in a subject area directly related to the course.

2. Proof of knowledge for instruction in continuing education courses must include:

(a) Three (3) years of experience within the past five (5) years directly related to subject matter to be taught; or

(b) Three (3) years of experience within the past five (5) years teaching the subject matter to be taught.

3. Proof of the ability to teach effectively, one or more of the following will be considered:

(a) A current teaching certificate issued by any state department of education (or an equivalent agency);

(b) A four-year undergraduate degree in education; or

(c) Previous experience teaching in schools, seminars or in an equivalent setting for three (3) years within the past five (5) years; or

(d) Serving as a trainee or assistant instructor under the direct supervision of a Board approved instructor for at least sixty (60) hours; or

(e) Past experience acceptable to the Board in the area of education.

(C) Instructors of the 15-hour National USPAP Course and the 7-hour USPAP Update Course must be AQB Certified USPAP Instructors who are also certified appraisers.

(D) Instructors may be approved by the Board to teach one or more specific subjects or courses as outlined in the South Carolina Real Estate Appraisers and Appraisal Management Companies Act.

(E) An instructor may teach approved courses at locations throughout the State of South Carolina but must notify the Board in advance and record his name on the provider's roster.

(F) A fee must accompany the application for each instructor approval.

**HISTORY:** Added by State Register Volume 19, Issue No. 6, eff June 23, 1995. Amended by State Register Volume 25, Issue No. 5, Part 2, eff May 25, 2001; State Register Volume 32, Issue No. 2, eff February 22, 2008; State Register Volume 38, Issue No. 6, Doc. No. 4426, eff June 27, 2014; SCSR 42-5 Doc. No. 4766, eff May 25, 2018; SCSR 49-5 Doc. No. 5340, eff May 23, 2025.