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| OFFICE OF APPRENTICESHIP  BULLETIN | **NO.**  2024-65 |
| **DATE**  March 25, 2024 |

**TO:** NATIONAL APPRENTICESHIP SYSTEM STAKEHOLDERS

OFFICE OF APPRENTICESHIP STAFF

STATE APPRENTICESHIP AGENCIES

**FROM:** JOHN V. LADD /s/

Administrator, Office of Apprenticeship

**SUBJECT:** New National Occupational Framework (NOF) Apprenticeable Occupation: Licensed Residential Real Property Appraiser

1. **Purpose.** To inform the staff of OA, State Apprenticeship Agencies (SAA), Registered Apprenticeship program sponsors, and other Registered Apprenticeship partners of the following new National Occupational Framework (NOF) to an apprenticeable occupation: Licensed Residential Real Property Appraiser
2. **Action Requested.** OA staff should familiarize themselves with this bulletin and the attached Work Process Schedule and Related Instruction Outline, as a source for developing apprenticeship standards and/or providing technical assistance.

Licensed Residential Real Property Appraiser will be added to the List of Occupations Recognized as Apprenticeable by OA located on www.apprenticeship.gov. A suggested Work Process Schedule and Related Instruction Outline are attached.

1. **Summary and Background.**
   1. Summary – The occupation Licensed Residential Real Property Appraiser was submitted by Mr. Zachary Boren, Senior Policy Program Manager on behalf of Urban Institute, were processed by Joseph P. Taylor and approved by the OA Administrator on March 20, 2024.

The National Office has approved a new National Occupational Framework (NOF), developed in partnership with the Urban Institute. This NOF has met industry standards and approval; it covers job titles and occupational pathways, related functions and performance criteria, as well as academic, workplace and personal competencies for job success. While use of NOFs in developing standards utilizing the competency-based training approach is voluntary, no additional vetting of a Work Process Schedule (WPS) utilizing the NOF should be required where a program aligns to the occupational framework described in a NOF, beyond the basic requirements set forth in 29 CFR Part 29. While on-the-job learning (OJL) is ordinarily outlined in the WPS, sponsors who utilize a NOF must develop the Related Instruction Outline, which should be included in the standards. Within certain limits, the sponsors of NOF apprenticeship programs are permitted to customize the job functions or competencies contained in a NOF for Licensed Residential Real Property Appraiser occupation. However, OA encourages the use of all core competencies to be included in the approved WPS.

* 1. Background –

***New/Revised Occupation Background -*** Under 29 CFR section 29.4, an occupation for a RAP must meet the following criteria to be determined apprenticeable:

1. Involve skills that are customarily learned in a practical way through a structured, systematic program of on-the job supervised learning:
2. Be clearly identified and commonly recognized throughout an industry;
3. Involve the progressive attainment of manual, mechanical, or technical skills and knowledge which, in accordance with the industry standard for the occupation, would require the completion of at least 2,000 hours of on-the-job learning to attain; and
4. Require related instruction to supplement the on-the job learning.
5. **New NOF Apprenticeable Occupation.** The occupation Licensed Residential Real Property Appraiser was submitted for an apprenticeability determination.

Licensed Residential Real Property Appraiser  
O\*NET-SOC CODE: 13-2023.00

RAPIDS Code: 3075CB

Type of Training: Competency-based (2 years)

Licensed Residential Real Property Appraiser perform the following duties:

* Residential real property appraisers deliver opinions on the estimated fair value of real property taking into consideration the variables that impact that value such as physical attributes, geographic location, local real estate market trends, potential rental income, and depreciation.
* Collect relevant data on real estate markets such as prices, construction costs, and rents.
* Analyze trends in real estate market data.
* Apprenticeship Prerequisites-

All candidates should demonstrate financial acumen, an entrepreneurial spirit, and a willingness to learn. The level of education required will depend on the type of apprenticeship chosen. We have split these occupational standards into stackable credentials. An employer may choose to start a registered apprenticeship program that covers just the first two credentials, all three, or one that begins with the second or third credential, while covering all prerequisites. The licensure exams, related technical instruction and on-the-job experience of this national occupational framework will prepare apprentices to appraise properties within the dollar value limits of their certification.

1. Trainee Real Property Appraiser program

Not all states require appraisers to start as trainees, but they all require the coursework listed in the Related Technical Instruction that follows to be completed. Candidates for this level must have a high school diploma, GED, or equivalent prior to entering the program.

1. Licensed Residential Real Property Appraiser program

Candidates must have a high school diploma, GED, or equivalent; many candidates have a bachelor’s or associate degree. If a candidate has already met the state licensing and training requirements of becoming a trainee appraiser first—i.e., the 75 hours of relevant trainee coursework, taking an appraiser/supervisor course, identifying a supervisory appraiser, and passing the relevant exams—then they could start the apprenticeship to become a licensed residential real property appraiser and begin working toward their 1,000 hours minimum of on-the-job training.

1. Certified Residential Real Property Appraiser program

Candidates for this certification would need a bachelor’s degree in any field, an associate’s degree in an approved field, or 30 college credits from specific courses. Many candidates will have completed the requirements for a licensed real property appraiser first.

1. **Inquiries.** If you have any questions, please contact Doug McPherson, Supervisory Apprenticeship and Training Representative, Division of Standards and Quality (202) 693-3783.
2. **Attachments.**

