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STATE OF NEVADA
DEPARTMENT OF BUSINESS AND INDUSTRY
REAL ESTATE DIVISION
2501 E. Sahara Ave, Ste. 102 * Las Vegas, NV 89104 * (702) 486-4033
e-mail: realest@red.nv.gov <http://red.nv.gov>

Division use only:

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 Date _____

**APPRAISER CONTINUING EDUCATION
NEW COURSE APPLICATION**

**INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.
THE COURSE APPLICATION FEE IS NON-REFUNDABLE.**

School Name: U.S. Environmental Protection Agency	Date:
Owner's Name: Chan Pongkhamsing, Yvonne Valle	School's Fax:
School's Mailing Address: 1200 6th Ave, Suite 900, Seattle, WA 98101	
Education Contact: Chan Pongkhamsing	Contact's Email: pongkhamsing.chan@epa.gov
School's Main Phone: 206-553-1806	Contact's Phone: 206-553-1806
School Locations & Phone #s:	
1200 6th Ave, Suite 900, Seattle, WA 98101	
206-553-1806	
Purpose of School: Online continuing education for real estate appraisers	

Title of Course: Aquatic Resources Awareness Course for Real Estate Appraisers	
Delivery Method: <input type="checkbox"/> Classroom <input checked="" type="checkbox"/> Internet <input type="checkbox"/> Home Study	Hours of Instruction:
Level of Difficulty: <input checked="" type="checkbox"/> Beginner <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced	
Course Objective: On completion of this course students will be able to: Articulated online course module designed for real estate appraisers to increase awareness of aquatic resources as part of an appraisal.	
Subject Classification: <input type="checkbox"/> Residential <input type="checkbox"/> General <input checked="" type="checkbox"/> Both <input type="checkbox"/> Ethics/Standards	
Ethics/Standards Justification:	
Course Fee:	Maximum Number of Participants:

Is the course accredited, approved, or offered by any appraiser commission, trade commission or the Appraisal Qualifications Board? Yes No (If yes, please explain.)

When: 2/24/2016	Where: AQB	Approval #:
Additional Info: Approval start date: 2/23/2016; Approval End Date: 9/24/2018		

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Explain procedure for verifying attendance and complying with attendance requirements.
(Note: minimum acceptable procedure is signing in at the beginning of the AM and PM session.)

Attendance verified by Instructor; Certificate of Completion is proof of attendance.

Required Materials to be submitted with Application:

Material:	Enclosed?	Comments:
Detailed Course Outline	<input checked="" type="checkbox"/> Yes	
Student Handouts & Course Materials (one copy)	<input checked="" type="checkbox"/> Yes	
List of Scheduled Course Dates and Locations	<input type="checkbox"/> Yes	<i>Anytime</i>
Proposed Advertising	<input checked="" type="checkbox"/> Yes	
Statement of Refund or Cancellation Policy	<input type="checkbox"/> Yes	
Course Evaluation Form	<input type="checkbox"/> Yes	
List of Currently Approved Instructors and New Instructor Applications (who intend to teach course)	<input checked="" type="checkbox"/> Yes	<i>Instructor Applications Enclosed (Resumes)</i>
Attendance Certificate Sample** (see requirements below)	<input checked="" type="checkbox"/> Yes	<i>Course Cert</i>
Distance Education ONLY: AQB or IDECC approval letter	<input checked="" type="checkbox"/> Yes	
Application Fee: \$100.00 (made payable to NRED)	<input type="checkbox"/> Yes	<i>asking for waiver</i>

**** Attendance Certificates must include all of the following:**

- Name of offering entity
- State approval number
- Date of instruction
- Original signature of person authorized to sign for offering entity
- Statement: COURSE APPROVED BY THE NEVADA COMMISSION OF APPRAISERS
- Title of course or seminar
- Name and license number of participant
- Number of hours of instruction

STATE OF NEVADA
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REAL ESTATE DIVISION

1179 Fairview Drive, Suite E * Carson City, NV 89701-5453 *(775) 687-4280
2501 East Sahara Avenue, Suite 102 * Las Vegas, NV 89104-4137 *(702) 486-4033
e-mail: realest@red.nv.gov <http://red.nv.gov>

- I consent to auditing and/or evaluating by authorized representatives of NRED.
- I agree to report any material changes of the information contained in this application to NRED prior to presenting the amended course.
- I agree to retain attendance records for at least five years from the date of the offering for each participant.
- I agree to provide certificates of attendance completed in compliance with NAC 645C.315 4 with original authorized signatures only for students who have completed this course.
- I agree to comply with the provisions of NAC 645C.

Signature:  Date: 4/2/2016
Print Name: Chan Pongkhausing

Applications should be sent to:

Appraisal Officer
Nevada Real Estate Division
1818 E. College Parkway, Suite 110
Carson City, NV 89706-7986
(775) 684-1902

For questions call:

Aquatic Resources Awareness Course for Real Estate Appraisers

Timed Outline

Course Outline	Word Count*	Time in hrs:mins:secs: (actual time count in module)
Introduction		00:02:33
Part 1		00:31:00 (33:33)
Reading: Wetland Functions and Values (Watershed Academy)	3600	00:15:00
Reading: Celebrate Coastal Wetlands	995	00:04:00
Reading: Flooding	2687	00:11:00
Reading: Amphibian Reptile	1952	00:08:00
Reading: Threats to Wetlands	870	00:04:00
Reading: Compensatory Mitigation	1242	00:05:00
Quiz 1		00:11:00
Part 2		00:27:14 (01:00:47)
Reading: Wetlands Overview	1413	00:06:00
Reading: Wetlands Restoration	897	00:04:00
Quiz 2		00:11:00
Part 3		00:15:32 (01:15:19)
Final Exam		00:11:00
Course Completion, Contact Information, Resources		00:01:50 (01:17:10)
Total Estimated time to take course		02:45:00

We've used IDECC-ARELLO's standards for the following:

- Word Count = 250 words/minute to calculate the time for the reading materials. We rounded to minute.
- Quiz Questions = 1 minute per question. Each Quiz has 11 questions, so with three quizzes = 33 questions = 33 minutes

AQB Approved Course



THE APPRAISAL FOUNDATION

Authorized by Congress as the Source of Appraisal
Standards and Appraiser Qualifications

Sent Via Email to: pongkhamsing.chan@epa.gov

Wednesday, February 24, 2016

QE	CE/E	CE
	2.25	2

Ms. Chang Pongkhamsing
United States Environmental Protection Agency
1200 Sixth Ave., Suite 900, Mailstop: ETPA-202-2
Seattle, WA 98101

Dear Mr. Pongkhamsing:

We are pleased to inform you that your course has been approved under the Course Approval Program of the Appraiser Qualifications Board (AQB) of The Appraisal Foundation.

Course Provider: United States Environmental Protection Agency
Course Title: Aquatic Resources Awareness Course for Real Estate Appraisers
Instructional Hours: 2.00
Exam Hours: 0.25
Total Hours: 2.25
Delivery Method: Asynchronous Internet (Distance)
Approval Start Date: 2/23/2016
Approval End Date: 9/24/2018

The overall content of this course has been determined to be in compliance with the education criteria established by the AQB. Approval does not mean that every statement or item within the course has been checked for accuracy. Opinions set forth in the course material or by instructors do not necessarily reflect the viewpoint of the AQB or The Appraisal Foundation. Neither the AQB nor The Appraisal Foundation is responsible for any errors, omissions, or misstatements in the course material or by instructors.

Prior to renewal of this course please review the AQB Course Approval Program Policies and Procedures Manual.

Please feel free to contact us if you have any questions or if we can be of further assistance.

Sincerely,

Appraiser Qualifications Board

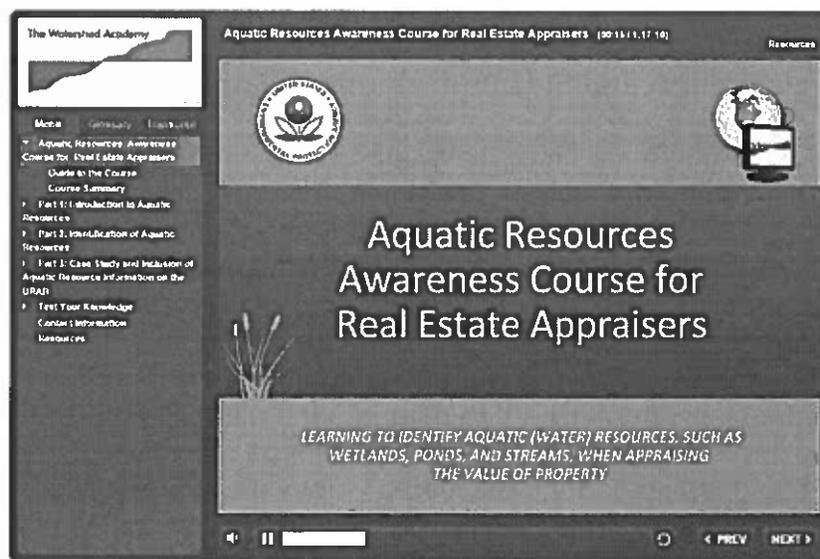
Appraiser Qualifications Board



New! Online Training Module

Recognizing Aquatic Resources in Real Estate Appraisals

EPA has a new online training module, "[Aquatic Resources Awareness for Real Estate Appraisers](https://www.epa.gov/watershedacademy/aquatic-resources-awareness-course-real-estate-appraisers)." This training is designed for licensed real estate appraisers and approved by the Appraisal Foundation. The goal of this course is to increase awareness of aquatic resources, including why and how they are protected under environmental laws, what signs to look for that might indicate their presence in the environment, and how they can be documented as part of an appraisal. After successful completion of this course, real estate appraisers should have a general awareness of aquatic resources and be able to accurately complete the portion of the Uniform Residential Appraisal Report form that deals with site conditions. Real Estate Appraisers will be provided an online, form-fillable Watershed Academy certificate after completion of a final exam in the course module which may be submitted to their respective state or national Appraisal Foundation for continuing education credits. This online module is posted at: <https://www.epa.gov/watershedacademy/aquatic-resources-awareness-course-real-estate-appraisers>



This training course is part of the EPA Watershed Academy Web certificate program at www.epa.gov/watershedacademy.

Take the Watershed Challenge

EPA United States Environmental Protection Agency

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Watershed Academy

The Watershed Academy is a focal point at EPA for providing training and information on implementing watershed approaches. The Academy's self-paced training modules and webcast seminars provide current information from national experts across a broad range of watershed topics.

Watershed Academy Web Online Training Modules



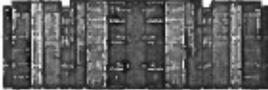
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Watershed Academy Webcasts



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Additional Resources



- [Publications and information transfer series](#)
- [Related links](#)

Recent Additions

- [Archived webcast: "Case Studies on Implementing Low-Cost Modifications to Improve Nutrient Reduction at Wastewater Treatment Plants"](#)
- [Archived webcast: "Ten Years of Watershed Assessment in CEAP: Insights and Lessons Learned"](#)

[Contact Us](#) to ask a question, provide feedback, or report a problem.

Join thousands of others who have benefited from EPA's Watershed Academy. The Watershed Academy is a focal point at EPA for providing training and information on implementing watershed approaches for protecting our nation's aquatic resources. The Academy's self-paced training modules and webcast seminars provide current information from national experts across a broad range of watershed topics.

Earn a Watershed Management Training Certificate by completing 15 of the self-paced modules. People from every state in the United States and more than 50 countries have completed the certificate program, including scientists and non-scientists; local, state and federal agency staff; community leaders; consultants; college students and teachers; active citizens, and others.

Learn more. Visit: <http://www.epa.gov/watershedacademy>

Aquatic Resources Awareness Course for Real Estate Appraisers

Course Description

This course is an asynchronous distance education format delivered through an articulated module at the USEPA Watershed Academy
website: <https://www.epa.gov/watershedacademy/aquatic-resources-awareness-course-real-estate-appraisers>

Course Summary

This course is divided into three parts:

- Part 1 provides a basic introduction to aquatic resources.
- Part 2 provides information that will help you identify aquatic resources more easily.
- Part 3 provides a case study that showcases how considering aquatic resources during appraisals can affect property values.

Part 1: Introduction to Aquatic Resources

Provides a basic definition of an aquatic resource, why aquatic resources are important, and how they are protected by law. This part also describes how appraisers need to account for aquatic resources and how they can impact the market value and development potential of a property.

Part 2: Identification of Aquatic Resources

Provides an overview of some key concepts and tools appraisers can use to help determine if there are potential aquatic resources present on a site.

- Many types of aquatic resources might be present on any given property. Sometimes the resources might be known to exist before you get to the site. For example, if the property is on the waterfront or there is a mapped river running through it. Other types of aquatic resources are often discovered on a site only after or during the appraisal stage of a property transaction.

Part 3: Case Study and Inclusion of Aquatic Resource Information on the URAR

Provides a real-life appraisal situation of property with wetlands or other aquatic resources and the appraiser's role in reporting on the URAR.

Required Readings

There are eight mandatory readings provided as pdfs in the "resources" section of this course. Students are provided a "checklist" to ensure they complete the readings.

Quizzes

Each part of the course has a quiz at the end to test the student's knowledge. The final quiz where the student must score 80% of the questions correctly is at the end of Part 3.

Questions – Contact Information

Two "instructors", EPA employees, are on standby to receive questions via phone or email. These instructors will reply at their earliest convenience.

Map of Course Objectives

This course is designed for licensed real estate appraisers. The goal of this course is to increase awareness of aquatic resources by the following objectives:

Objective 1: Understanding why and how aquatic resources are protected under environmental laws.

- Objective 1 is covered in Part 1 and is assessed in Quiz 1 and Final Exam.

Objective 2: Understanding what signs to look for that might indicate aquatic resources presence in the environment

- Objective 2 is covered in Part 2 and is assessed in Quiz 2 and Final Exam.

Objective 3: Understanding how aquatic resources can be documented as part of an appraisal.

- Objective 3 is covered in Part 3 and is assessed in the Final Exam.

General Learning Objectives

Most real estate transactions require an appraisal by licensed appraisers that use the standard Uniform Residential Appraisal Report (URAR) form. Currently this URAR form contains a general check box and description field to identify "...adverse site conditions or external factors...". This location is where aquatic resource Critical Areas (such as wetlands, streams, ponds, etc.) can be identified on assessed properties. Critical Areas could play a role in affecting value (positively or negatively) in certain scenarios, even on already improved land. Appraisers are typically not trained in critical areas identification and may leave important but easily identifiable, Critical Areas information out of the appraisal resulting in lawsuits, inaccurate property value, and uninformed purchasers. Appraisers are often the only "eyes" on a property before it is purchased (besides a realtor). This module will provide narrative on the URAR and will emphasize the importance of knowing if there are critical areas on the properties that are for sale. These issues extend to a variety of real estate projects such as remodels, barn additions or other refinances where critical areas might be encroached upon. In addition to general aquatic resource awareness, additional compliance assistance information about the Clean Water Act Sections 404/402 would be provided as part of the resources section of this course.

After successful completion of this course, real estate appraisers should have a general awareness of aquatic resources and be able to accurately complete the portion of the Uniform Residential Appraisal Report form that deals with site conditions.

Real Estate Appraisers will be provided an online, form-fillable Watershed Academy Web certificate after completion of a final exam in the course module which may be submitted to their respective state or national Appraisal Foundation for continuing education credits.

Increasing real estate appraiser's knowledge of and ability to recognize potential aquatic resources serves to: 1) Provide more accurate land valuation, 2) Increase the knowledge level of the regulated community in effort to decrease aquatic resource violations, and 3) Increase the regulated community's awareness of CWA 404.