

Date: June 13, 2013

**Course: Business Practices & Ethics**

5 hours (NY State)      7 hours (AI)

Time: 9:00 a.m. – 5:00 p.m.

Registration: 8:30 a.m.

AI Members: \$190

Non-members: \$235.00

Instructor: Mark V. Smeltzer, SRA

Location: Hudson Gateway Association of Realtors, 9 Coates Drive, Goshen, NY (OCAR)

For Registration: <http://www.appraisalinstitute.org/education/MidHudson.aspx>

**Course Description:**

This course addresses topics that were not included in the previous version, such as the Guide Notes to Standards of Professional Appraisal Practice. Numerous Q&As address real-life, up-to-date matters that appraisers encounter in various assignments, including mortgage lending, litigation, property tax appeal, and many more.

The course contains relevant and much-needed information for professional appraisers.

The content emphasizes

- business practices issues, such as how to respond to seemingly unreasonable requests, how to address client pressure, and how to approach a complex assignment
- which standards apply to Appraisal Institute Designated Members, Candidates for Designation, Practicing Affiliates, and Affiliates, and when they apply
- the key principles of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute
- how to identify and avoid behavior that violates the Code of Professional Ethics or Standards
- the correct way to use the Appraisal Institute's designations, emblems, and logo
- understanding the Appraisal Institute's enforcement process

**NOTE:** The AQB approved this course for 4 hours of CE. This is due to some content being specific to the Appraisal Institute. Check with your state for approved credit hours. Appraisal Institute members will receive 7 hours of A.I. credit.