

**CHICAGO CHAPTER EDUCATION ADVANCEMENT SCHOLARSHIP PROGRAM**  
**\$500 Real Estate Trainee Appraiser Scholarship Application**

This scholarship program was developed to encourage and assist licensed Real Estate Trainee Appraisers who have shown intent to become a Candidate for Designation of the Appraisal Institute.

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

Home Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Home Telephone \_\_\_\_\_ E-mail Address \_\_\_\_\_

Social Security Number \_\_\_\_\_

Current Licenses and Certifications Numbers \_\_\_\_\_

Current Designations \_\_\_\_\_

Business Address \_\_\_\_\_

Business Telephone \_\_\_\_\_

1. I hereby make application for the Chicago Chapter Real Estate Trainee Appraiser Scholarship, to be used for one Chicago Chapter Education offering that applies toward becoming a Candidate for Designation of the Appraisal Institute.
2. I understand that this application and all required items must be completed and submitted prior to January 1<sup>st</sup> or July 1<sup>st</sup> of the year for which I am applying for a scholarship award, and that this information is essential in processing my request for a Scholarship award.
3. I \_\_\_ have or \_\_\_ have not received a Chicago Chapter Education Scholarship before. If so, please list the name(s) of the Scholarship. \_\_\_\_\_
4. I \_\_\_ have or \_\_\_ have not received other appraisal related Scholarship awards before. If so, please list the name(s) of the Scholarship. \_\_\_\_\_
5. I am planning on pursuing candidacy for designation according to current Appraisal Institute national standards and shall be working toward my goal  
\_\_\_\_\_ SRA \_\_\_\_\_ MAI
6. It is my understanding that fund disbursement for the Chicago Chapter's Real Estate Trainee Appraiser Scholarship will be made only for tuition and materials paid directly to the Chicago Chapter for the sole purpose of assisting me in securing my above stated goal.
7. It is my further understanding that the award funds must be used within one year (12 months) of the notification date of the award.
8. I agree to attend a minimum of two Chicago Chapter meetings or functions during the twelve month period of my scholarship award.
9. I became a member of the Chicago Chapter of the Appraisal Institute on \_\_\_\_\_ (date) and remain a member in good standing.

10. I am a citizen of the United States of America.

As of the date of this application, I am a licensed Real Estate Trainee Appraiser and I have never been disciplined nor has my license ever been suspended or revoked by any state regulatory agency. If so, please explain

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As of the date of this application, list your general education status, included college(s) attended and any degree(s) obtained.

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As of the date of this application, list your work experience, including current title and position, (i.e., total years in the appraisal profession, total years with current company, and briefly describe your job duties and type of appraisal work performed residential and/or commercial). Please include your supervisors name and telephone number if applicable. Unless otherwise stated, this is considered authorization to contact your supervisor. Use additional paper if necessary.

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As of the date of this application, list names of courses and dates of attendance of courses you have successfully completed through the Appraisal Institute within the past five years. Use additional paper if necessary.

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As of the date of this application, list names of courses and dates of attendance of courses you have successfully completed through the other appraisal education providers within the past five years. Use additional paper if necessary.

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As of the date of this application, how many hours of experience credits have you submitted for Appraisal Institute review.

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**On a separate sheet of paper, write a description indicating your future appraisal plans and why you feel you should be awarded this scholarship. This description will be given strong consideration in the committee's final award decision.**

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I hereby claim that all information in this application and the accompanying documents, are true and accurate, and that any false information provided there in can result in the disqualification of my application or the revocation of the Scholarship. I further acknowledge by signing below that I agree to the terms and conditions of the Real Estate Trainee Appraiser Scholarship Program as set forth in this application and any in other documentation provided to me.

Information in this application will remain confidential and used only by duly authorized members of Chicago Chapter of the Appraisal Institute for the purposes of evaluating my eligibility for CCAI scholarship programs and evaluation of the CCAI scholarship programs in general. If I am a recipient of a scholarship award, I give my permission to post my name as a recipient on any advertisement for the CCAI scholarship programs.

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Signature of Applicant      Date

## **REQUIREMENTS AND PROCEDURES of the Real Estate Trainee Appraiser Scholarship Program**

### **Eligibility**

In order to receive the Real Estate Trainee Appraiser Scholarship you must:

- be a licensed Real Estate Trainee Appraiser
- be a member of CCAI in good standing.
- remain a Real Estate Trainee Appraiser in good standing through the utilization of the award
- have demonstrated a desire to pursue a path to become a Candidate for Designation
- follow the current applicable designation path requirements of the Appraisal Institute.
- have not received a scholarship award within one year preceding the date of your application.

### **Requested Documentation**

Complete signed application/letter of agreement

Submit copies of transcripts of prior education and/or educational degree(s)

Submit a copy of your Appraisal Education Log for attendance of AI courses or seminars.

Submit copies of certificates of attendance of appraisal education courses from providers other than the Appraisal Institute

Submit a copy of your Illinois State Real Estate Trainee Appraiser License

### **Elective**

Submit a letter of recommendation from an appraisal professional. (This letter is elective, but if submitted will be given additional consideration in the committee's final award decision.)

### **Awards**

This award is good for a maximum of \$500 toward the cost of tuition and course materials of any one selected course towards your path to become a Candidate for Designation of the Appraisal Institute and offered by the Chicago Chapter, with completion of award within one year of notification date. Award may not be used solely to satisfy State of Illinois Continuing Education requirements or any class required by the State of Illinois for disciplinary reasons.

### **Award Payment**

The Education Trust will pay the cost of tuition (up to \$500) and course materials directly to the Chicago Chapter of the Appraisal Institute and not to the individual student.

### **Application Process**

Complete and submit the Application and Agreement prior to the 1st of January or July of the year for which you are applying for a scholarship award to the Chicago Chapter of the Appraisal Institute. All portions of the application must be complete and all information supplied must be accurate.

**Re-examination**

Re-examination fee will not be paid by the scholarship funds. The recipient will be responsible for re-examination fees and award funds cannot be used to repeat any course.

The Appraisal Institute advocates equal opportunity and nondiscrimination in the appraisal profession and conducts its activities in accordance with applicable federal, state and local laws.

Submit Application to: Chicago Chapter [sarah.walsh@appraisalinstitute.org](mailto:sarah.walsh@appraisalinstitute.org)

Please address questions about this application to the Scholarship Committee at the Chicago Chapter, 312-616-9400