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**LEGISLATIVE RESEARCH COMMISSION**

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**MEMORANDUM**

TO: Patrick Riley, General Counsel, Public Protection Cabinet for Real Estate Appraisers Board

FROM: Ange Darnell, Regulations Compiler

RE: Proposed New Administrative Regulations – 831 KAR 003:001; 831 KAR 003:010; 831 KAR 003:020; 831 KAR 003:030; 831 KAR 003:040; 831 KAR 003:050; 831 KAR 003:060; 831 KAR 003:070; 831 KAR 003:080; 831 KAR 003:090; 831 KAR 003:100; 831 KAR 003:110; 831 KAR 003:120; 831 KAR 003:130; 831 KAR 003:140; 831 KAR 003:150; 831 KAR 003:160; 831 KAR 003:170; 831 KAR 003:180; 831 KAR 003:190; 831 KAR 003:200 & 831 KAR 003:210.

DATE: March 30, 2026

A copy of each administrative regulation listed above is enclosed for your files. If these administrative regulations follow the standard KRS Chapter 13A timeline, they would be tentatively scheduled for a full review by the Administrative Regulation Review Subcommittee at its **JULY 2026** meeting.

Pursuant to KRS 13A.280, **if** comments are received during the public comment period, a Statement of Consideration or a one-month extension request for these regulations would be due **by noon on July 15, 2026**. Please reference KRS 13A.270 and 13A.280 for other requirements relating to the public hearing and public comment period and Statements of Consideration.

If you have questions, please contact us at RegsCompiler@LRC.ky.gov or (502) 564-8100.

Enclosures

1 PUBLIC PROTECTION CABINET

2 Kentucky Real Estate Appraisers Board

3 (New Administrative Regulation)

4 831 KAR 3:130. Education provider and instructor standards and requirements.

5 RELATES TO: KRS Chapter 324A, 12 U.S.C. § 3350

6 STATUTORY AUTHORITY: KRS 324A.035, KRS 324A.065

7 NECESSITY, FUNCTION, AND CONFORMITY: KRS 324A.020 and 324A.035 require  
8 the Real Estate Appraisers Board, with the approval of the director of the Division of Real Estate  
9 Boards, to promulgate administrative regulations necessary to carry out the provisions of KRS  
10 Chapter 324A. This administrative regulation is necessary to comply with Title XI of the Financial  
11 Institutions Reform, Recovery and Enforcement Act of 1989 (12 U.S.C. § 3331 through 12 U.S.C.  
12 § 3351), and KRS Chapter 324A. KRS 324A.035 requires the board to establish requirements for  
13 the education of appraisers. This administrative regulation describes how to have education  
14 courses approved as an education provider, establishes standards for course approval, education  
15 providers, and instructors, and establishes requirements for approval and renewal for education  
16 instructors.

17 Section 1. Education provider requirements for course approval and renewal.

18 (1) To apply for board approval of a prelicensing or continuing education course or to  
19 renew board approval, an Applicant shall submit:

20 (a) A copy of the certificate of approval from the Kentucky Commission on Proprietary  
21 Education or the Kentucky Department of Education, if applicable;

1 (b) A sample schedule outlining how a course will be presented;

2 (c) A copy of an education provider brochure or information sheet promoting the education  
3 provider;

4 (d) A sample copy of an official transcript from the education provider; and

5 (e) For each course to be offered by the applicant:

6 1. An Instructor Application and current resume or curriculum vitae for each instructor  
7 of the course, unless the instructor has been approved by the board under Section 4 of this  
8 regulation; and

9 2. An Application for Course Approval and all items required by 831 KAR 3:140 unless  
10 the course has previously been approved by the board under 831 KAR 3:140.

11 (2) Board approval of a prelicensing or continuing education course shall expire on May  
12 31 of each year.

13 (3) To renew board approval, an education provider shall submit an Application  
14 for Course Approval on or before May 31 of each year.

15 (4) The content of a course to be offered by an applicant must cover an area of study  
16 outlined in 831 KAR 3:030 or 831 KAR 3:140.

17 (5) An applicant shall not offer courses or programs of study for credit toward qualifying  
18 education under 831 KAR 3:030 or for credit for continuing education under 831 KAR 3:100  
19 until the applicant receives notice of approval from the board.

20 Section 2. Standards for education providers.

21 (1) An education provider shall be one of the following:

22 (a) Colleges or universities;

23 (b) Community or junior colleges;

- 1 (c) Real estate appraisal or real estate-related organizations;
- 2 (d) State or federal agencies or commissions;
- 3 (e) Proprietary schools;
- 4 (f) Providers approved by state certification or licensing agencies; or
- 5 (g) The Appraisal Foundation or its boards.

6 (2) An education provider shall notify the board within fourteen (14) days of a change  
7 in the information originally furnished on an Application for Course Approval or in an attachment  
8 to the Application for Course Approval.

9 (3) The curriculum offered by the education provider shall:

10 (a) Include a minimum of two (2) class hours for each continuing education course offered  
11 for continuing education credit under 831 KAR 3:100;

12 (b) Include a minimum of fifteen (15) class hours, including examination time, for each  
13 qualifying education course offered for qualifying education credit under 831 KAR 3:030;

14 (c) Be conducted for a maximum of no more than twelve (12) hours during a twenty-four  
15 (24) hour period; and

16 (d) Consist of courses covering the topics listed in 831 KAR 3:030 or 831 KAR 3:140.

17 (4) An approved real estate appraisal education provider shall maintain accurate and  
18 permanent records on each student enrolled in a course.

19 (a) A permanent record shall include:

20 1. Each student's record of courses completed or attempted, academic hours awarded,  
21 and final grades; and

22 2. A board-approved certificate of completion form for each student and proof that it was  
23 provided to each student upon completion of a course.

1 (b) A permanent record shall:

2 1. Be maintained for five (5) years; and

3 2. Include student attendance records and test scores.

4 (5) By June 1 of each year, an education provider shall submit to the board a roster with the  
5 names of the individuals who attended each course approved by the board and shall indicate  
6 whether each student passed an examination, if applicable, by June 1 of each licensure year.

7 (6) An education provider shall provide to the student a certificate of course  
8 completion immediately upon the completion of any course.

9 (7) An education provider shall permit inspection and monitoring by the board or its  
10 designee to evaluate all aspects of the administration or operation of the education provider and  
11 courses offered by the education provider.

12 Section 3. Withdrawal of board approval of an education course.

13 (1) The board shall issue a notice of deficiency to an education provider if the board  
14 determines a deficiency of the education provider in one or more of the following:

15 (a) Information contained in an Application for Course Approval or in an attachment to the  
16 Application for Course Approval is inaccurate or misleading;

17 (b) The education provider does not comply with this regulation; or

18 (c) Deficient course instruction has been identified by the board or its investigator.

19 (2) An education provider shall:

20 (a) Correct each deficiency listed in the notice of deficiency within thirty (30) days of  
21 receipt of a notice of deficiency and shall submit proof of correction to the board; or

22 (b) Submit a written request for an administrative hearing to contest the notice of  
23 deficiency in accordance with KRS Chapter 13B.

1 (3) If an education provider fails to correct each deficiency listed in a notice of deficiency  
2 by the board within thirty (30) days of receipt, or does not request an administrative hearing, board  
3 approval for that education course shall expire.

4 Section 4. Instructor approval and renewal.

5 (1) To apply for board approval as an instructor, or to renew board approval, an applicant  
6 shall submit:

7 (a) A completed Instructor Application; and

8 (b) A copy of a current resume or curriculum vitae.

9 (2) Board approval of an instructor shall expire on May 31 of each year.

10 (3) To renew board approval, an instructor shall submit an Instructor Application on or  
11 before May 31 of each year.

12 (4) An education provider may submit an Instructor Application on behalf of an  
13 applicant for approval as an instructor.

14 Section 5. Standards for instructors.

15 (1) An instructor shall have:

16 (a) A baccalaureate degree or higher in real estate, business, law, finance or education from  
17 a college or university duly accredited by a nationally recognized accrediting organization;

18 (b) An associate degree in real estate from a college or university duly accredited by a  
19 nationally recognized accrediting organization;

20 (c) Completed five (5) consecutive years full-time experience, with an average of at least  
21 twenty (20) hours per week, in the real estate appraisal related subject area that he or she is  
22 teaching; or

1 (d) A combination of teaching, education, and full-time experience, averaging at least  
2 twenty (20) hours per week for each year of experience, in real estate appraisal totaling five (5)  
3 years.

4 (2) An instructor shall possess:

5 (a) A thorough familiarity of the provisions of KRS 324A and 831 KAR Chapter 3, and  
6 their effect on the subject area of the course;

7 (b) A thorough knowledge of the subject area of the course he or she is teaching, including  
8 property type and proper appraisal methods and techniques applicable to the subject area; and

9 (c) A thorough familiarity with the current edition of the Uniform Standards of  
10 Professional Appraisal Practice.

11 (3) An instructor for courses that are specific to the certified general real property appraiser  
12 level shall be a certified general real property appraiser in good standing in any jurisdiction.

13 (4) An instructor for courses that are specific to the certified residential real property  
14 appraiser level or the licensed real property appraiser level shall be a certified general real  
15 property appraiser in good standing or a certified residential real property appraiser in good  
16 standing in any jurisdiction.

17 (5) An instructor of any course titled “Uniform Standards of Professional Appraisal  
18 Practice” qualifying education course or continuing education course shall, prior to teaching such  
19 course, submit to the board:

20 (a) A copy of the AQB board-certified USPAP instructor approval certificate which  
21 includes the instructor approval number and the date of course completion; and

22 (b) Proof that the instructor is currently in good standing with the AQB national instructor  
23 approval program.

1 Section 6. Withdrawal of board approval of an instructor.

2 (1) The board shall issue a notice of deficiency to an instructor if the board determines a  
3 deficiency of the instructor in one or more of the following:

4 (a) A violation of a provision of KRS 324A.050 or an administrative regulation  
5 promulgated by the board that results in the suspension or revocation of the instructor's credential;

6 (b) Falsification of material submitted to the board to become an approved instructor;

7 (c) Falsification of a student's hours of attendance or grades in a course;

8 (d) Failure to be present during the class hour or leaving the course under the supervision  
9 of an instructor not approved by the board;

10 (e) Failure to provide to any materials requested by the board; or

11 (f) Improper conduct or incompetence in instruction as found in the report of a board  
12 investigator.

13 (2) An instructor shall:

14 (a) Correct each deficiency listed in the notice of deficiency within thirty (30) days of  
15 receipt of a notice of deficiency, and shall submit proof of correction to the board; or

16 (b) Submit a written request for an administrative hearing to contest the notice of deficiency  
17 in accordance with KRS Chapter 13B.

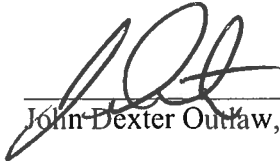
18 (3) If an instructor fails to correct each deficiency listed in a notice of deficiency by the  
19 board within (30) days of receipt, or does not request an administrative hearing, board approval for  
20 that instructor shall expire.

21 Section 7. Incorporation by Reference.

22 (1) "Instructor Application," KREAB Form 012, March 2026, is incorporated by reference.

1           (2) This material may be inspected, copied, or obtained, subject to applicable copyright law,  
2 at the Kentucky Real Estate Appraisers Board, 500 Mero Street, Frankfort, Kentucky 40601, (502)  
3 564-4000, Monday through Friday, 8 a.m. to 4:30 p.m. Eastern Time, and is available on the board  
4 website, [kreab.ky.gov](http://kreab.ky.gov).

APPROVED: March 25, 2026



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John Dexter Outlaw, Chairperson, Kentucky Real Estate Appraisers Board



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Tracy Carroll, Director, Division of Real Property Boards



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Secretary Ray A. Perry, Kentucky Public Protection Cabinet

## PUBLIC HEARING AND PUBLIC COMMENT PERIOD

A public hearing on this administrative regulation shall be held on June 24, 2026, at 1:00 P.M. Eastern Time at the Mayo-Underwood Building, Room 133CE, 500 Mero Street, Frankfort, Kentucky 40601. Individuals interested in being heard at this hearing shall notify this agency in writing by five workdays prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing was received by that date, the hearing may be canceled. A transcript of the public hearing will not be made unless a written request for a transcript is made. If you do not wish to be heard at the public hearing, you may submit written comments on the proposed administrative regulation. Written comments shall be accepted through June 30, 2026. Send written notification of intent to be heard at the public hearing or written comments on the proposed administrative regulation to the contact person.

CONTACT PERSON: Patrick Riley, General Counsel, Kentucky Real Estate Appraisers Board, 500 Mero Street, Frankfort, Kentucky 40601, Email [patrick.riley@ky.gov](mailto:patrick.riley@ky.gov), Tel. (502) 782-2618.

## REGULATORY IMPACT ANALYSIS AND TIERING STATEMENT

831 KAR 3:130. Education provider and instructor standards and requirements.  
Contact Person: Patrick Riley, General Counsel, Kentucky Real Estate Appraisers Board  
Phone: (502) 782-2618  
Email: patrick.riley@ky.gov

Subject Headings: Boards and Commissions, Real Estate, Licensing, Fees

(1) Provide a brief summary of:

(a) What this administrative regulation does:

This regulation establishes standards for education providers and instructors and requirements for approval and renewal for instructors by the Kentucky Real Estate Appraisers Board (“Board”).

(b) The necessity of this administrative regulation:

This regulation is necessary to establish standards for education providers and instructors and requirements for approval and renewal for instructors.

(c) How this administrative regulation conforms to the content of the authorizing statutes:

KRS 324A.035 authorizes and requires the Board to promulgate administrative regulations for certification or licensure of appraisers who perform appraisals of real property in federally related transactions, for certification or licensure of appraisers of real property in non-federally related transactions, classifications of appraisers; certification and licensure; renewal, suspension, or revocation of certification or licensure; standards of professional appraisal practice, including experience, education, and ethics; examination of applicants for certification or licensure; and continuing education of appraisers. This regulation establishes standards for education providers and instructors and requirements for approval and renewal for instructors by the Kentucky Real Estate Appraisers Board (“Board”).

(d) How this administrative regulation currently assists or will assist in the effective administration of the statutes:

The Board is charged with licensing and regulating the practice of appraisal in Kentucky. This administrative regulation will assist the Board in effective oversight of education providers and effective oversight, including renewal and approval processes, for instructors.

(2) If this is an amendment to an existing administrative regulation, provide a brief summary of:

(a) How the amendment will change this existing administrative regulation:

Not applicable.

(b) The necessity of the amendment to this administrative regulation:

Not applicable.

(c) How the amendment conforms to the content of the authorizing statutes:

Not applicable.

(d) How the amendment will assist in the effective administration of the statutes:  
Not applicable.

(3) Does this administrative regulation or amendment implement legislation from the previous five years?

Yes, this regulation implements the following legislation from the previous five years.

HB 172 (Acts Chapter 21) "AN ACT relating to the Kentucky Real Estate Appraisers Board;" effective June 29, 2021.

HB 403 (Acts Chapter 182) "AN ACT relating to real property boards;" effective July 15, 2024.

(4) List the type and number of individuals, businesses, organizations, or state and local governments affected by this administrative regulation:

As of October 22, 2025, the Board licenses and regulates over 1,564 individual appraisers and 106 appraisal management companies ("AMCs") that will be affected by this administrative regulation, as follows: 721 Certified General Real Property Appraisers, 664 Certified Residential Real Property Appraiser, 13 Licensed Residential Real Property Appraisers, and 166 Associate Real Property Appraisers. This regulation will impact an unknown number of licensees, education providers, and instructors.

(5) Provide an analysis of how the entities identified in question (3) will be impacted by either the implementation of this administrative regulation, if new, or by the change, if it is an amendment, including:

(a) List the actions that each of the regulated entities identified in question (3) will have to take to comply with this administrative regulation or amendment:

Current education providers and instructors will not need to take any new steps to comply with this regulation. This regulation is a new regulation and recodification of prior 201 KAR Chapter 30. Prospective education providers and instructors will need to follow the requirements set forth in this administrative regulation.

(b) In complying with this administrative regulation or amendment, how much will it cost each of the entities identified in question (3):

This regulation will impose no new costs on licensees, education providers, or instructors.

(c) As a result of compliance, what benefits will accrue to the entities identified in question (3):

Education providers and instructors will be able to identify standards and instructors will be able to identify requirements for approval and renewal.

(6) Provide an estimate of how much it will cost the administrative body to implement this administrative regulation:

(a) Initially:

There will be no additional cost to the Board to implement this administrative regulation initially.

(b) On a continuing basis:

There will be no additional cost to the Board to implement this administrative regulation on a continuing basis.

(7) What is the source of the funding to be used for the implementation and enforcement of this administrative regulation:

There is no additional funding necessary to implement this administrative regulation.

(8) Provide an assessment of whether an increase in fees or funding will be necessary to implement this administrative regulation, if new, or by the change if it is an amendment:

The implementation of this administrative regulation requires no increase in fees or funding.

(9) State whether or not this administrative regulation establishes any fees or directly or indirectly increases any fees:

This administrative regulation does not establish any fees and neither directly nor indirectly increases any fees.

(10) TIERING: Is tiering applied? (Explain why or why not):

No, tiering is not applied because this administrative regulation applies equally to all education providers interested in providing prelicensing or continuing education courses and to all certificate and license holders.

## FISCAL IMPACT STATEMENT

831 KAR 3:130. Education provider and instructor standards and requirements.  
Contact Person: Patrick Riley, General Counsel, Kentucky Real Estate Appraisers Board  
Phone: (502) 782-2618  
Email: patrick.riley@ky.gov

(1) Identify each state statute, federal statute, or federal regulation that requires or authorizes the action taken by the administrative regulation.

KRS 324A.015, KRS 324A.020, KRS 324A.035, KRS 324A.065, KRS Chapter 324A, 12 U.S.C. § 3350

(2) State whether this administrative regulation is expressly authorized by an act of the General Assembly, and if so, identify the act:

(3)(a) Identify the promulgating agency and any other affected state units, parts, or divisions: The Kentucky Real Estate Appraisers Board (“Board”) is the agency responsible for implementing this regulation. No other divisions of state or local government entities should be affected.

(b) Estimate the following for each affected state unit, part, or division identified in (3)(a):

1. Expenditures:

For the first year: There is no cost to administer this administrative regulation for the first year.

For subsequent years: There is no cost to administer this administrative regulation for subsequent years.

2. Revenues:

For the first year: This administrative regulation is not intended to generate revenue for any state or local government agency for the first year.

For subsequent years: This administrative regulation is not intended to generate revenue for any state or local government agency for subsequent years.

3. Cost Savings:

For the first year: There are no cost savings to administer this administrative regulation for the first year.

For subsequent years: There are no cost savings to administer this administrative regulation for subsequent years.

(4)(a) Identify affected local entities (for example: cities, counties, fire departments, school districts): None

(b) Estimate the following for each affected local entity identified in (4)(a):

1. Expenditures:

For the first year: N/A

For subsequent years: N/A

2. Revenues:

For the first year: N/A

For subsequent years: N/A

3. Cost Savings:

For the first year: N/A

For subsequent years: N/A

(5)(a) Identify any affected regulated entities not listed in (3)(a) or (4)(a): N/A

(b) Estimate the following for each regulated entity identified in (5)(a):

1. Expenditures:

For the first year: N/A

For subsequent years: N/A

2. Revenues:

For the first year: N/A

For subsequent years: N/A

3. Cost Savings:

For the first year: N/A

For subsequent years: N/A

(6) Provide a narrative to explain the following for each entity identified in (3)(a), (4)(a), and (5)(a):

(a) Fiscal impact of this administrative regulation: None.

(b) Methodology and resources used to reach this conclusion: Methodology and resources used are the fiscal department within the Public Protection Cabinet, Division of Real Property Boards.

(7) Explain, as it relates to the entities identified in (3)(a), (4)(a), and (5)(a):

(a) Whether this administrative regulation will have a “major economic impact”, as defined by KRS 13A.010(14): This administrative regulation is not intended or anticipated to have a major economic impact as defined by KRS 13A.010(14).

(b) The methodology and resources used to reach this conclusion: Methodology and resources used are the fiscal department within the Public Protection Cabinet, Division of Real Property Boards.

## FEDERAL MANDATE ANALYSIS COMPARISON

831 KAR 3:130. Education provider and instructor standards and requirements.

Contact Person: Patrick Riley, General Counsel, Kentucky Real Estate Appraisers Board

Phone: (502) 782-2618

Email: patrick.riley@ky.gov

(1) Federal statute or regulation constituting the federal mandate.

12 U.S.C. 3345, 12 U.S.C. 3347

(2) State compliance standards.

KRS 324A.020, KRS 324A.035

(3) Minimum or uniform standards contained in the federal mandate.

12 U.S.C. 3345, 12 U.S.C. 3347

(4) Will this administrative regulation impose stricter requirements, or additional or different responsibilities or requirements, than those required by the federal mandate?

This administrative regulation does not impose stricter requirements, or additional or different responsibilities or requirements, than those required by the federal mandate.

(5) Justification for the imposition of the stricter standard, or additional or different responsibilities or requirements.

This administrative regulation does not impose a stricter standard, or additional or different responsibilities or requirements.

STATEMENT OF MATERIAL INCORPORATED BY REFERENCE

831 KAR 3:130. Education provider and instructor standards and requirements.

Contact Person: Patrick Riley, General Counsel, Kentucky Real Estate Appraisers Board

Phone: (502) 782-2618

Email: [patrick.riley@ky.gov](mailto:patrick.riley@ky.gov)

“Instructor Application,” KREAB Form 012, March 2026, is a 2-page form for individuals seeking approval or renewal as education instructors.