

ASA Retake/Challenge Application



Member number _____

Name (Mr./Ms./Mrs./Dr.) _____

(Circle one)

Company name _____

Address _____

City _____ State _____ ZIP _____

Telephone _____ Fax _____

I would like to retake the exam for _____

(Name of course)

I would like to take a challenge exam for _____

(Name of course)

Please check items ordered

- | | |
|--|----------|
| <input type="checkbox"/> Retake exam fee (\$200) | \$ _____ |
| <input type="checkbox"/> USPAP retake exam fee (\$100) | \$ _____ |
| <input type="checkbox"/> Challenge exam fee (\$1,000) | \$ _____ |
| <input type="checkbox"/> International shipping fee (\$60) | \$ _____ |
| <input type="checkbox"/> Retake expedite fee (\$50)** | \$ _____ |
| Total | \$ _____ |

Select method of payment

Check VISA MasterCard American Express

Name on card _____

Card number _____

Signature _____

Expiration date _____

Billing ZIP code _____

* ASA charges full course tuition for challenges. Price includes course manual.

** Standard processing is 10 business days. ASA will expedite processing applications received within 5 days of receipt for an additional \$50 fee.

Please return this application and payment to:

Education Department
American Society of Appraisers
11107 Sunset Hills Rd, 310
Reston, VA 20190

Phone: (800) 272-8258 | Fax (703) 742-8471

Web: www.appraisers.org | E-mail: asainfo@appraisers.org

Retaking Principles of Valuation Examinations

Participants who have not passed Principles of Valuation course examinations or have “incomplete” status for a course have one year from the conclusion of the course to retake or complete the relevant examinations. Retakes may be completed for a fee of \$200 (\$100 for USPAP), by prior written arrangement only. Exams may be taken at ASA course sites, at ASA open examination sites, at ASA’s International Headquarters in Reston, VA., or they may be set up individually at convenient locations.

ASA does not provide financial assistance or reimbursement for any proctoring services.

“Challenging” or Testing Out of Principles of Valuation Courses

You may “challenge” or test out of a Principles of Valuation course by taking and passing the course examination without attending the course. The option of challenging a course is available only for the Business Valuation and Machinery and Technical Specialties disciplines. You must be a candidate to challenge the courses.

Challenges may be completed by prior written arrangement only at ASA course sites, ASA open examination sites, at ASA’s International Headquarters in Reston, VA., or they may be set up individually at convenient locations. *ASA charges \$1,000 for challenges and the price includes the course manual.*

Prereading assignments are available on ASA’s website at www.appraisers.org.

After ASA receives this application, you will be notified regarding making arrangements for a proctor. If you have additional questions or need more information, contact ASA at (800) 272-8258.