

Chapter RL 82

EXAMINATION

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RL 82.01 Examination. (1) Prior to issuance of a residential or general appraiser's certificate an applicant shall pass a written examination approved or conducted by the department.

(2) The examination for applicants seeking certification as a certified appraiser shall be consistent with and equivalent to the uniform state certification examination issued or endorsed by the appraiser qualifications board of the appraisal foundation.

(3) A score determined by the department to represent minimum competence is required to pass the examination.

History: Cr. Register, September, 1991, No. 429, eff. 10-1-91; emerg. am. (1) and (2), eff. 10-1-91.

RL 82.02 Examination procedures. (1) Each applicant shall present one piece of positive identification which bears a photograph of the applicant. In the event the applicant has no photo identification, the applicant shall make prior arrangements with the department not later than 10 business days prior to the examination.

(2) An applicant shall not practice any deception or fraud with respect to his or her identity in connection with the taking of an examination.

(3) An applicant shall not cheat or attempt to cheat on an examination by any means, including, but not limited to:

(a) Giving or receiving answers to examination questions;

(b) Attempting to obtain, receive or communicate to other persons examination questions;

(c) Using unauthorized materials during any portion of the examination; or

(d) Removing test booklets or notes from the testing room.

(4) Silent cordless calculators may be used by the applicant when taking the examination.

History: Cr. Register, September, 1991, No. 429, eff. 10-1-91.

RL 82.03 Reexamination. (1) Upon payment of the required fee, an applicant may retake an examination.

(2) The score attained on a retaken examination shall be substituted for the original score.

History: Cr. Register, September, 1991, No. 429, eff. 10-1-91.

RL 82.04 Claim of examination error. (1) To claim examination error, an applicant shall file a written request with the department within 30 days of the date the applicant reviews the examination. The request shall include:

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- (a) The applicant's name and address;
 - (b) The type of certificate for which the applicant applied;
 - (c) A description of the mistakes the applicant believes were made in the examination content, procedures, or scoring, including the specific questions or procedures claimed to be in error; and
 - (d) The facts which the applicant intends to prove, including reference text citations or other supporting evidence for the applicant's claim.
- (2) The department shall review the claim, make a determination of the validity of the objections and notify the applicant in writing of the decision and any resulting score changes.
- (3) If the decision does not result in the applicant passing the examination, a notice of denial of certification shall be issued. The applicant may request a hearing under ch. RL 1 if a denial is issued.

History: Cr. Register, September, 1991, No. 429, eff. 10-1-91; emerg. am. (3), eff. 10-1-91.