



Dave Heineman
Governor

STATE OF NEBRASKA

NEBRASKA REAL PROPERTY APPRAISER BOARD
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June 25, 2007

Frank L. Cooke Jr.
Cooke Real Estate School Headquarters, Inc.
4130 16th Street North
St. Petersburg, FL 33703

Dear Frank:

This is to advise you officially that on June 21, 2007, the Real Property Appraiser Board approved the seminar "Introduction to Commercial Appraisal – ON-LINE" for continuing education credit. This three and one-half (3.5) hour continuing education seminar may be offered through June 21, 2012 without further renewal fees. Approval for this seminar continues for five years. According to Title 298, Chapter 4, Section 007, all approved continuing education activities shall be resubmitted for approval and reviewed every five years by the Board unless substantial changes are made in the activity prior to that time. If substantial changes or instructor changes should occur prior to the renewal date, please submit the changes for approval to the Real Property Appraiser Board. Failure to submit changes to a seminar or renewing a seminar in a timely manner will result in withdrawal of approval for education credit. In all references to the seminar please include this identification number: **C2728-I**.

Paul Shoemaker meets the appropriate instructor requirements of the Rules and Regulations of the Appraiser Board, Title 298, NAC, Chapter 4, section 003.01B and was approved as the instructor

As you know, the provider is responsible for seeing that the education activity meets for the full number of hours for which it is approved, that the subject matter is taught as submitted in your application, and that the approved instructor/s are teaching the seminar. Please remember that the Rules and Regulations of the Appraiser Board, Title 298, NAC, Chapter 4, section 14 requires an alphabetical listing of students who have met the requirements of completion must be submitted to the Board within 90 days of conclusion of the activity. This office suggests sending the report after each seminar presentation as the reports are subject to federal subcommittee auditing procedures. The listing should include the class approved title, instructor, date and location. After initial approval, the provider is required by the Rules and Regulations, Section 010 to notify this office of any content or instructor changes in advance of offering the activity.

As a provider of appraisal education, you have an important role in assisting Nebraska candidates in meeting federally mandated requirements of licensure and certification. Your individual assistance in complying with the procedures described in the application packet will help facilitate the licensure/certification process of your students.

Sincerely,

Kitty Policky
Director

(THIS LETTER SERVES AS THE OFFICIAL APPROVAL CERTIFICATE AND SHOULD BE KEPT ON FILE)

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