

**Deadline to apply – January 31, 2012**

**NEW YORK STATE SOCIETY OF REAL ESTATE APPRAISERS  
JOHN J. NOTO MEMORIAL SCHOLARSHIP AWARD**

**RULES AND REGULATION**

**PURPOSE**

The New York State Society of Real Estate Appraisers, by the institution of a Scholarship Program, hopes to stimulate interest in the challenging, complex and ever-changing profession of real estate valuation by encouraging participation in approved Real Estate Appraisal Courses.

**ELIGIBILITY**

Anyone who has one year experience in real estate appraisal, brokerage, development and other related disciplines, and/or hold an appraiser assistant license who:

- A. shows positive motivation toward real estate appraisal education, and;
- B. whose main office is in New York and;
- C. has satisfactorily completed, within the last five years, at least one real estate related course acceptable to the Society.

*\*Exception: any person applying for a scholarship serving as an Officer or member of the Board of Governors, or the Education Committee of the New York State Society of Real Estate Appraisers will be reviewed last allowing all other applications the first chance at approval.*

**ESTABLISHMENT OF FUNDS**

- A. The Board of Governors shall establish an Annual Education sum in the budget of the New York State Society of Real Estate Appraisers in and from which money shall be placed and withdrawn for purposes of promoting the Society's general welfare and for the implementation of the Scholarship Program. Funds for the Scholarship Program shall be drawn on only for the payment of Scholarship awards.
- B. Scholarships will be awarded on an amount not to exceed \$300 per scholarship. The total monetary amount can be used toward: room & board, books and tuition.
- C. The scholarship awards approved shall not exceed the amount of money approved by the Board of Governors in the annual budget.

**APPLICATION FOR GRANTS**

- A. Application for scholarships will be on an application form supplied by the New York State Society of Real Estate Appraisers. Application must be accompanied by a transcript or evidence of satisfactory completion of Real Estate and/or Appraisal Course. APPLICATIONS MUST BE FILLED OUT COMPLETELY. An incomplete form is grounds for disqualification. Additional information may be requested by the Chairman of the NYSSREA Education Committee and/or staff may return an incomplete application.
- B. Applications for scholarships must be postmarked by September 1.
- C. A brief biography sketch must be included with application.

**JUDGING THE APPLICANTS**

- A. Applications shall be judged by the Education Committee of NYSSREA.
- B. The criteria shall be weighed in favor of those applicants whose training, experience, motivations, and apparent capabilities would entitle them to enroll in a course approved by the Education Committee of the NYSSREA.

## **ENROLLMENT AND ISSUANCE OF FUNDS**

- A. It shall be incumbent upon the recipient of a scholarship award to make the necessary arrangements to be enrolled and to complete a course of their choice approved by the Education Committee, within one year from the date they are notified of the award.
- B. The issue of funds may be accomplished in the following method:
  - 1. Checks may be issued upon notification by the recipient of the scholarship award, of expenses incurred through enrollment in the course. However, all vouchers or other means of verification must be forwarded to 130 Washington Avenue, Albany, NY 12210, no later than one month after conclusion of the approved course of study chosen by the applicant.
  - 2. Upon notification of enrollment in an approved course, the recipient may request that checks be drawn, for those expenses to which the scholarship applied, in favor of the institutions involved in the administrative course.

## **COURSE APPLICABLE**

- A. Scholarship awards may be used at the following courses:
  - 1. Appraisal courses sponsored by either the New York State Society of Real Estate Appraisers/New York State Association of REALTORS®, Inc., NAR or local Board/Association of REALTORS®.
  - 2. The Appraisal Institute.
- B. Application for attendance in courses other than the above listed may be accepted if approved by the Board of Governors.

*Scholarship money is not applicable to any course or seminar for faculty status or teaching qualifications.*

## **AWARDS AND NOTIFICATION**

- A. Only one scholarship may be awarded to an individual in any one year. The year will begin and end on the date of notification of awards.
- B. Notification will be by mail as soon as possible after the awards have been made.
- C. There is a limit of three annual consecutive awards for any individual.

## **OTHER**

- A. A brief biographical sketch must be included with application.
- B. A photograph will be requested from the winner of scholarships for promotional purposes.

## **APPLICATIONS MUST BE DOCUMENTED, TYPED, COMPLETED, AND SIGNED**

**John J. Noto Memorial Scholarship Awards  
New York State Society of Real Estate Appraisers  
130 Washington Avenue, Albany, NY 12210-2220  
Scholarship Application Form**

**APPLICATION MUST BE TYPED**

Date: \_\_\_\_\_

Personal:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

No of Dependents: \_\_\_\_\_

Education:

High School: \_\_\_\_\_ Yrs. Attended \_\_\_\_\_ Diploma: Yes \_\_\_\_\_ No \_\_\_\_\_

College: \_\_\_\_\_ Yrs. Attended \_\_\_\_\_ Degree: Yes \_\_\_\_\_ No \_\_\_\_\_

Major: \_\_\_\_\_ Minor: \_\_\_\_\_ Date of Degree: \_\_\_\_\_

Real Estate and/or Appraisal Courses Satisfactorily Completed:  
(Submit Transcript or evidence of satisfactory completion)

Title	Sponsored By	Completion Date
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

Business: \_\_\_\_\_ Self-Employed: Yes \_\_\_\_\_ No \_\_\_\_\_  
Firm: \_\_\_\_\_ Position in Firm: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
Name of Immediate Supervisor: \_\_\_\_\_  
Job Description and Duties: \_\_\_\_\_

Real Estate Licenses: Salesman \_\_\_\_\_ Date First Obtained: \_\_\_\_\_  
Broker \_\_\_\_\_ Date First Obtained: \_\_\_\_\_  
Actively engaged in the Real Estate Business \_\_\_\_\_ Years: Appraisal \_\_\_\_\_ Years  
What percentage of your time is spent in Appraisal work: \_\_\_\_\_%

Type of Appraisal prepared most often: Residential \_\_\_\_\_ Commercial \_\_\_\_\_  
Industrial \_\_\_\_\_ Farm (Rural) \_\_\_\_\_ Right of Way \_\_\_\_\_ Lease-hold \_\_\_\_\_

Comment on special or unusual assignments: \_\_\_\_\_  
\_\_\_\_\_

Employers for last five year:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How did you hear of this Scholarship Program? \_\_\_\_\_  
\_\_\_\_\_

List three business references, at least two of whom are familiar with Applicant's appraisal work:

Name

Address

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Professional Activities: I am a member of the following professional organizations:

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Why do you want this scholarship?

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If awarded this Scholarship, what course do you plan to attend?

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Signature \_\_\_\_\_