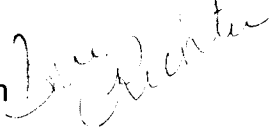


PUBLIC SERVICE COMMISSION
STATE OF NORTH DAKOTA

M E M O R A N D U M

TO: Commissioners Fedorchak, Christmann, and Kalk
Darrell Nitschke
Illona A. Jeffcoat-Sacco

FROM: Sue Richter, Licensing Division 

DATE: January 19, 2016

RE: Americas' Auction and Appraisal Academy - Auction School Certification

Under North Dakota Administrative Code section 69-08-01-01, an auction school must apply to the Commission to have its courses of study approved for use by North Dakota auctioneers. In December 2015, the Americas' Auction and Appraisal, Springdale, Arkansas, filed a request for certification as an approved school with the Commission. Commission Staff worked with school personnel to obtain all required information and the requested information was recently filed. To be approved, a course of study must:

- a. Require students to complete at least 60 hours of study in the presence of school instructors with at least 40 hours under the supervision of a licensed auctioneer with at least five years of experience.
- b. Provide instruction in ethics, bid calling, sales management, advertising, contracts, accounting and bookkeeping, real estate, appraisals, closing statements, license law, uniform commercial codes, tax collection, bulk sales, and firearms.
- c. Maintain a grading system that permits the issuance of diplomas or certificates only to students who successfully demonstrate competence in all required areas of study. The auction school must provide the Commission with a copy of the test instruments and grading standards used to determine student competence.

Americas' Auction and Appraisal Academy exceeds the required hours. Their program provides 80 hours of instruction in the specific areas of study relating to the auction business. In addition the school uses a grading system that permits the issuance of diplomas to students who successfully demonstrate competence in all required areas of study.

The request for certification is in order and I recommend the Commission certify Americas' Auction and Appraisal Academy, Springdale, Arkansas, as an approved auction school for use by North Dakota auctioneers.

A motion and order are attached.

Attachments

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Memo Regarding Auction School Certification