



COMPREHENSIVE APPRAISAL STUDIES PROGRAM

COURSE DESCRIPTIONS

Orientation and Meet and Greet

An opportunity for students to introduce themselves. An overview of the Appraisers Association, the Appraisal Institute of America, and a discussion of the CASP program goals, deadlines, and deliverables.

Introduction to Appraising

This class will discuss the responsibilities of - and present the essential framework for - personal property appraisers. Topics to be addressed include:

- what an appraisal is and is *not*
- qualified appraisers and qualified appraisals
- the different types of property to be appraised
- the type of clients
- the purpose of the appraisal and how it determines the type of value (Replacement, Fair Market, Marketable Cash, etc.)
- valuation approaches
- the use of comparable sales to determine value
- appropriate markets
- Appraisal Report requirements and an overview of the standards to be applied (Getty Object ID, USPAP, IRS, and AAA)

Research Methods for Appraiser

Students will learn the importance of proper research and methodology (“due diligence”) in conducting appraisals. Equipment needed to properly examine items, as well as specific books and price guides to properly research items will be demonstrated. Libraries, museums, reference centers, and galleries will be discussed. Appropriate markets, market levels, regional markets, and valuation approaches will be examined. Students will be taught how to assimilate information to arrive at an appraised value. Examples of narrative analyses will be distributed. Real life appraisal problems will be addressed.

Appraisal Writing Workshop

This course is designed to introduce students to one of the essential responsibilities of the appraiser: the appraisal report. Topics include understanding the elements of a correctly prepared appraisal; learning and implementing the latest legal and professional requirements of both USPAP and the IRS in the execution of a “qualified appraisal”; and providing structural models to assist in the preparation of documents appropriate to each valuation situation.

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Legal and Ethical Issues of Appraising

Legal aspects of appraising have become crucial to the profession. At its highest levels, appraising requires in-depth knowledge of key issues, including clear title so often compromised by stolen and looted art, the legal framework protecting cultural property, IRS legal considerations, determination of authenticity, appropriate marketplace (retail market and tax shelters), the factoring in of volume discounts, the interaction of case law and the Uniform Standards of Professional Appraisal Practice, and legal aspects of damage/loss appraisals. Analyze prominent cases that illustrate compelling legal considerations connected with valuing modern and contemporary art, including that of Warhol, O'Keeffe, Rothko, and Calder.

Understanding Picture Frames: An In-Depth Look at the Art of the Edge

A one-day frame intensive offering an in-depth look at period frames: At their stylistic evolution, fabrication techniques, including gilding methods, and the different styles of frames most often found on specific styles of artwork. Questions on how to assess a frame are covered: Is it period or modern? Has it been altered? Is the surface original? Is the frame original to the artwork and does it matter? Following a question and answer period in the early afternoon we will meet at the Metropolitan Museum of Art to look at original frames as well as reproductions and high-quality replicas to better identify the frames you are likely to encounter as an appraiser.

Uniform Standards for Professional Appraisal Practice (USPAP)

To review the Government-sponsored appraisal course, USPAP; outlining proper appraisal procedure. Students who fulfill classroom hours and pass exam will become USPAP certified. A certificate will be issued from the Appraisers Association of America within 24-48 hours from the successful completion of the course.

IRS Legal Guidelines

Learn about current tax law as it applies to the valuation of fine and decorative arts for estate, inheritance, gift, and income tax purposes; as well as for donations to charitable institutions.

Form and Ornament in the Decorative Arts

This class will introduce students to the evolution of form and ornament in furniture, silver, ceramics, and other decorative arts from the late seventeenth to the early nineteenth centuries in Europe, Great Britain, and America. We will focus on how styles changed over time, but how they were often consistent across different countries and various media. With an understanding of style, appraisers can take the first steps in identifying the age and origin of various types of decorative arts. Additionally, students will have the opportunity to examine the differences between period works and antique or modern revivals and reproductions.

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Insurance Appraisals

This course will focus on the development and communication of appraisals for the intended uses of acquiring insurance coverage and for estimating loss of value. The instructors will address the expectations of insurance professionals, the various types of insurance policies, pertinent insurance terminology, how to develop an acceptable scope of work, which approaches to value should be applied, how to determine the most appropriate market when looking for comparable properties, how to properly document the property, and the importance of condition, among other relevant topics. The emphasis will be on fine art as well as furniture and decorative arts.

The Fine Art of Printmaking

This course teaches the recognition and identification of print techniques including engraving, etching, woodcut, aquatint, lithography, and serigraphy found in European and American printmaking. Problems in identifying and understanding print media will be addressed, and the introduction of artists most importantly involved in printmaking will be discussed. Print terminology used in books, catalogues and in auction sales will be identified and explained. Viewing and handling of prints will be a feature of the course and an aid in the goal of print literacy. The print market for appraisal purposes will be included as a necessary part of valuation of graphic art.

Appraising Fine Arts

This course will offer a road map on how to appraise unique works of fine art. This includes proper understanding of the object, the artist, the market for the object and factors that create value or reduce value. Onsite inspection, parameters to select comparables, condition, authenticity, and analytical tools to write pertinent market analysis will be addressed.

The Art Auction

Auctions are a critically important part of the art market. Sales are public and reflect the strength or weakness of a particular area and provide for the appraiser a record of sales and unsold items that are essential for appraisals. The course covers history of auctions, format, and legal and technical issues that are essential to understand for all auction participants. We examine terminology, guarantees, lot headings and cataloging. Auction laws differ by state and municipality and the conditions of sale and consignor contracts differ between auction companies. We examine all aspects of the bidding and consignment processes and end with a mock-auction. The participant will leave with a solid understanding of all aspects of the art auction business.

Conservation of the Fine Arts

The course will introduce the basic structure of works of art. The causes of deterioration and how structure is connected to deterioration are discussed. Basic methods of examination available to the non-conservator are demonstrated, using works of art being treated in the lab. The importance of understanding condition and its effect on appearance and value will be discussed, as well as the way conservators work and their ethical constraints. Students will get an understanding of how to work with conservators and how that joint work can inform the appraisal of a work of art. A knowledge of

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the structure of works of art, and the causes of their deterioration, are essential for understanding the impact of condition on the appearance and value of a work, as well as the measures needed for its preservation.

Conservation of the Decorative Arts

This course will introduce the attendees to the conservation of furniture and the decorative arts. Beginning with a power point presentation outlining the principles of conservation, an overview of various objects, and causes of their deterioration, the class will progress to a detailed examination of various furniture and decorative arts objects, focusing on the historic techniques of creation, and how these objects have fared over time. It will end with a discussion of condition reports of these objects prepared by the students.

The Estate Generalist

While much appraisal work concerns specialization in a particular period or art medium, a significant portion is general residential household appraising. Learn the basics of appraising household contents, including fine art, furniture, silver, porcelain, rugs, antiques, and other collectibles. Acquire the techniques and skills necessary to become a general appraiser, and learn when and where to hire a specialist.

The Business of Appraising

Now that you are ready to leave CASP, are you ready to be an appraiser?

Learn how to understand what an appraiser does

- How to start your own business
- What basics do I need to know including contracts, record keeping, billing?
- What pitfalls await me and how may I mitigate them?

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