

Guide on Accessing American Society of Appraisers CPD Courses for CVA Charter Holders & Associate CVAs

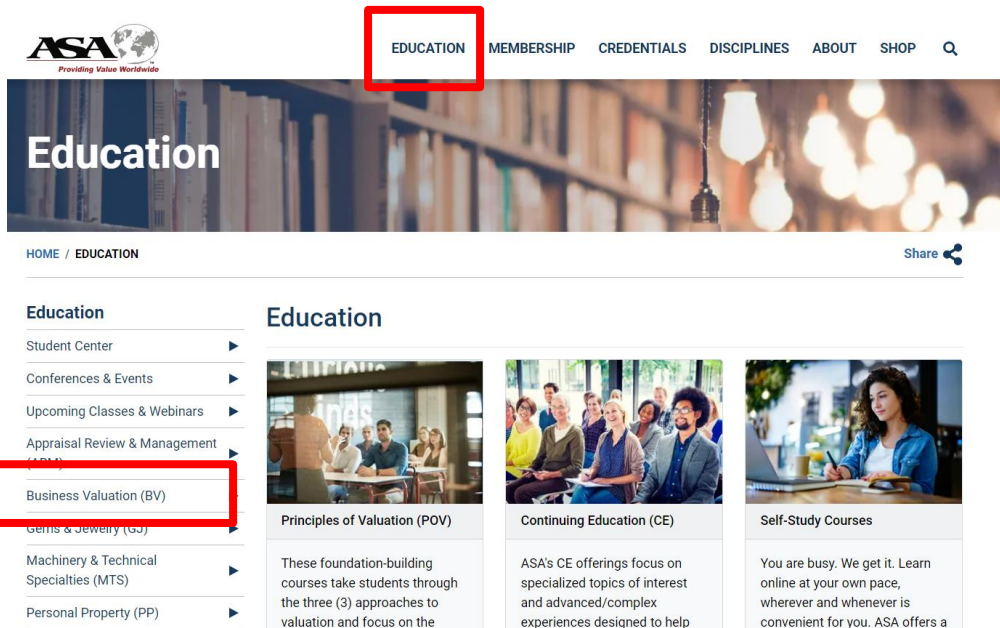
Please find the step-by-step instructions below on creating profile and accessing American Society of Appraisers (ASA)'s online courses.

Kindly note that you need not be a member of ASA to sign up for their BV online courses.

1. Go to [ASA's website](#):
 - a. Click on "My Account" tab.
 - b. Create an account.

The screenshot shows the ASA website's navigation bar with the 'MY ACCOUNT' tab highlighted in a red box labeled '1a'. Below the navigation bar is the ASA logo and a search bar. The main content area is titled 'Sign In' and contains two sections: 'Have an account? Please sign in.' and 'Don't have an account? Please create a new user account.' The 'Don't have an account?' section is highlighted with a red box labeled '1b'. It includes fields for First Name, Last Name, Email, Password, and Confirm Password, along with a dropdown menu for 'Please Choose a Discipline You Are Interested In *' and a checkbox for 'Would you like to be contacted by an ASA Chapter in your area?'. A 'Create New Account and Sign In' button is located at the bottom of this section. The 'Have an account?' section includes a 'Sign In' button and a 'Keep me signed in if I close the browser' checkbox. Below the sign-in section, there is a message: 'Do you need help signing into our site? Welcome! If this is the first time you are logging in to ASA's NEW website, your login information has changed. Your username has been set to your email address and your current password is your ASA ID#. If you do not know your ASA ID#, simply select one of the assistance choices below and follow the prompts. Thank you!' and three radio button options: 'Find my account by e-mail address', 'I forgot my password', and 'Contact customer service'.

2. Upon creation of account, view the selection of Business Valuation courses at the Business Valuation (BV) tab under “[Education](#)” or visit <https://learn.appraisers.org/bv-education>.



3. Add courses to Shopping Cart.
 - a. At “Shopping Cart”, enter the following promo code to enjoy member’s rate. Note: Please approach IVAS (ivas@acra.gov.sg) if you do not have the promo code.
 - b. The promo code will reflect on the cart page.

You currently have 1 items in your cart [Clear Cart](#)

Product	Subtotal
BV536-WEB Using the NICE Method (May 23, 2023 - May 23, 2023) IVAS CVA BV536 Course Registration \$299.00 BV536 Session \$0.00	\$299.00
Total	\$299.00

Enter your promotion code and/or gift card and click the "gift" icon to the right of your entry. If valid, the discount for a promo code will be calculated for each cart item where it is applicable. A Gift Card is applied to the order total, as a form of payment. You can enter multiple promo codes/gift cards, but only one promo code can be applied to a particular purchase.

3a  

3b -\$100.00 