



Canadian Jewellers<sup>TM</sup>  
Association

## MEMBERSHIP REQUIREMENTS/CRITERIA

### Accredited Appraiser Program-CJA

Membership in the Accredited Appraiser Program – CJA (AAP) of the Canadian Jewellers Association (CJA) is open to anyone with an active interest in the field of gem and jewellery appraising and who agrees to uphold the *Accredited Appraiser Program - CJA Code of Ethics & Standards*.

Membership privilege is personal and is not transferable to a company or to an individual. You may apply for the appropriate membership level in the AAP if you meet the following criteria; are currently actively engaged in the practice of gem and jewellery appraising; are members in good standing of other accrediting professional associations; possess demonstrated knowledge and competency in the gem and jewellery field based upon experience and achievement; and/or are currently undergoing a related course of instruction in the field of gems and jewellery. The designation and seal of *Certified Appraisal Professional-CJA (CAP)* is conferred when all qualifying requirements of the *CAP-CJA* are met. These procedures are designed to measure academic learning, technical competence, applied knowledge, and experience. Membership in the AAP is subject to an annual membership and renewal fee.

### Membership Levels

There are 4 membership levels in the Accredited Appraiser Program. (1) *Apprentice (Candidate) Member* is the entry level open to any individual interested in entering the appraising field; (2) *Associate Member* is the intermediate level for those who, among other various criteria, hold a gemmology designation; (3) *Accredited Member* is the highest level, and results in the award of the certified Appraisal Professional-CJA (CAP) designation and seal; (4) *Lab Member* is a lab whose sole purpose shall be for appraising products.

### **1. Apprentice (Candidate) Member Requirements:**

- Shall submit an annual membership fee of **\$159.00**.
- Shall submit a completed application form.
- Shall provide proof of completion of CJA's JETS Program (Jewellery Education Training System), and proof of enrollment in one of the following Gemmological courses; FGA (Great Britain), FCGmA (CGA), CGA/CG (AGS), GG (GIA), FGAA (GAA), Gemmologist Diploma (HRD) or equivalent as approved by the AAP Governing Body (*a list of acronym definitions can be viewed at end*).
- Shall abide by the current Jewellery Appraisal Guidelines- Minimum Acceptable Standards (current edition) as posted at [www.canadianjewellers.com](http://www.canadianjewellers.com).
- Shall have a 2 year limit to obtain a Gemmologist designation from an institute or organization recognized by AAP. Please refer to the requirements for an Accredited Member (CAP-CJA). Once the person obtains their gemmologist designation, the Apprentice will have to apply for the Associate level during the following year.
- No CAP-CJA seal to be used.
- When stating qualifications for an Apprentice, they cannot make reference to AAP without stating they are an apprentice member.

### **2. Associate Member Requirements:**

- Shall submit an annual membership fee of **\$159.00**.
- Shall submit a complete application form.
- Shall apply to the accredited level within 2 years of being in the Associate Member level; if not, their Associate membership is terminated.

- Shall provide proof of completion of JETS Program (Jewellery Education Training System), and completion in one of the following qualified Gemmological courses: FGA (Great Britain), FCGmA (CGA), CGA/CG (AGS), GG (GIA), FGAA (GAA), Gemmologist Diploma (HRD) or equivalent as approved by the AAP Governing Body. Please note, in regards to AGS, beyond the titleholder's designation, the firm where they work must be a recognized AGS member. The Certified Gemologist Appraiser (AGS) designation is tied to the AGS member company and not to the individual. As long as the person is working for an AGS recognized firm they will be certified.
- Shall have a minimum of 3 years of Canadian or international jewellery experience.
- Shall have a gem lab on the premises consisting of the following: 10x to 30x stereo binocular microscope minimum, refractometer, spectroscope, carat weight and a gram weight measure scale which meets government approval, Leverage gauge or equivalent (micrometer), polariscope, dichroscope, precious metal testing equipment (gold, silver and platinum), karat testing equipment, diamond grading light, and long wave/short wave ultraviolet light(s). All equipment must function properly.
- Candidate is required to competently test metals and note if items are appropriately marked (or tested and found to be) the specified purity.
- Shall show proof of a certified Diamond grading Master set which meets the following criteria (Note: a colorimeter is not accepted in place of a diamond master set)
  - 1/4ct each is the minimum weight acceptable for the diamonds
  - 5 diamonds minimum if they are the 1/4ct weight
  - 4 diamonds minimum if they are the 1/3ct weight or heavier
  - All diamonds must be of similar weight and cut
  - The set must be certified by GIA or AGS
  - Cut should be Class 2 to Ideal (Good to Ideal)
  - Minimum SI-1 clarity grade for each stone
  - Set must start with D, E or F for the first stone and continue with every other colour until K or L
  - No split grades will be accepted
  - No fluorescent diamonds
  - No Cubic Zirconias will be accepted
  - Show proof of certificates of the set and of grading for approval by the Governing Body
- Shall have a regular eye examination every 4 years if the person is under the age of 45 and every 2 years if the person is between 45-65 years of age. An annual examination is required for those over 65 years of age. When applicable, an

optometrist letter is recommended to be submitted to the CJA upon yearly renewal.

- Shall have completed the Ishihara & Rayleigh (colour blindness) or HRR, Hardy-Rand Rittler and the Farnsworth-Munsell (hue discrimination) test and submit verification. The CJA colour vision test is subject to verification in accordance to the AAP Standards.
- Shall have a colour vision test every 4 years, until the age of 65. An annual test is required for those over 65 years of age.
- Shall have a list of current reference and gemmological books and materials which are on the premises. This may include hard and soft cover books, subscriptions, e-books and internet subscriptions or downloads. A minimum of two current diamond/gemstone pricing lists (subscriptions such as GemGuide). A photo of the physical reference materials is required.
- Mandatory signature on AAP-CJA Code of Ethics and Standards upon acceptance as an Associate Member. They shall not use any reference to AAP.
- No seal to be used. However, if a CAP-CJA is to counter-sign a copy of the appraisal, a CAP-CJA member's current seal can be utilized.
- When stating qualifications for an Associate member, the person cannot make reference to AAP-CJA without stating they are an Associate Member.
- Shall abide by the current Jewellery Appraisal Guidelines-Minimum Acceptable Standards (current edition) as posted at [www.canadianjewellers.com](http://www.canadianjewellers.com) and [www.jewellersvigilance.ca](http://www.jewellersvigilance.ca).

### **3. Accredited Member (Certified Appraisal Professional - CJA) Requirements:**

- Shall submit a membership fee of **\$650 (valid for 2 years like the seal)**
- Shall submit a completed application form
- Shall hold one of the following Gemmology qualifications: FGA (Great Britain), FCGmA (CGA), CGA/CG (AGS), GG (GIA), FGAA (GAA), Gemmologist Diploma (HRD) or equivalent as approved by the AAP Governing Body. Please note, in regards to AGS, beyond the titleholder's designation, the firm where they work must be a recognized AGS member. The Certified Gemologist Appraiser (AGS) designation is tied to the AGS member company and not to the individual. As long as the person is working for an AGS recognized firm they will be certified.
- Shall have a minimum of 4 years of Canadian or international jewellery industry experience.
- Shall have a gem lab on the premises consisting of the following; 10x to 30x stereo binocular microscope minimum, refractometer, spectroscope, carat weight and a gram weight measure scale which meets government approval, leverage

gauge or equivalent (micrometer), polariscope, dichroscope, precious metal testing equipment (gold, silver and platinum), karat gold testing equipment, diamond grading light, long wave/short wave ultraviolet light(s). All equipment must function properly.

- Candidate is required to competently test metals and note if items are appropriately marked (or tested and found to be) the specified purity.
- Shall show proof of a certified Diamond Grading Master set which meets the following criteria (Note; a colorimeter is not accepted in place of a Diamond Master set)
  - 1/4ct each is the minimum weight acceptable for the diamonds.
  - 5 diamonds minimum if they are the 1/4ct weight
  - 4 diamonds minimum if they are the 1/3ct weight or heavier
  - All diamonds must be of similar weight and cut
  - The set must be certified by GIA or AGS
  - Cut should be Class 2 to Ideal (Good to Ideal)
  - Minimum SI-1 clarity grade for each stone
  - Set must start with D,E or F for the first stone and continue with every other colour until K or L
  - No split grades will be accepted
  - No fluorescent diamonds
  - No Cubic Zirconias will be accepted
  - Show proof of certificates of the set and of grading for approval by the Governing Body.
- Shall have a regular eye examination every 4 years if the person is under the age of 45 and every 2 years if the person is between 45 and 65 years of age. An annual examination is required for those over 65 years of age. When applicable, an optometrist letter is recommended to be submitted to the CJA upon yearly renewal.
- Shall have completed the Ishihara & Rayleigh (colour blindness) or HRR, Hardy-Rand Rittler and the Farnsworth-Munsell (hue discrimination) test and submit verification. The CJA colour vision test is subject to verification in accordance to the AAP Standards.
- Shall have a colour vision test every 4 years, until the age of 65. An annual test is required for those over 65 years of age.
- Shall have successfully completed one of the following appraisal courses in order to become a candidate for the AAP designation (CJA officially accepted courses);
  - AGS – American Gem Society (C.G.A. – Certified Gemologist Appraiser)
  - ISA – International Society of Appraisers

- NAJA – National Association of Jewelry Appraisers (Certified Master Appraiser)
  - EGM – Montreal School of Gemmology (Certified Appraiser – EGMA)
  - MV – MasterValuer Program (Registered MasterValuer)
  - PJA- Registered Professional Jewellery Appraiser
- Shall have a list of current reference and gemmological books and materials which are on the premises (including at least one from GIA, such as Gems & Gemology). This library may include hard and soft cover books, subscriptions, e-books and internet subscriptions or downloads. A minimum of two current diamond/gemstone subscriptions (such as GemGuide) is required. A photo of the physical reference materials is required.
- Shall submit pictures of the premises of the AAP lab proving a professional environment.
- Shall submit a professional presentation of an example of an appraisal document representative in style and content of an appraisal document that you would present to a consumer.
- Shall utilize the official Certified Appraisal Professional – CJA (CAP) Seal only if the appraisal is performed by the specified CAP member. The Seal may not be used to endorse work performed by another appraiser.
- Mandatory signature on the AAP-CJA Code of Ethics & Standards upon acceptance as a Certified Appraisal Professional – CJA (CAP).
- A declaration to be renewed annually.
- Shall complete a bi-annual certification exam or provide evidence of attending informational/educational conferences.
- Shall be in good standing and with compliance with the AAP Governing Body.
- Shall abide by the current Jewellery Appraisal Guidelines – Minimum Acceptable Standards (current edition) as posted at [www.canadianjewellers.com](http://www.canadianjewellers.com) and [www.jewellersvigilance.ca](http://www.jewellersvigilance.ca)

#### **4. Lab Member Requirements:**

- A lab is designated as a non-retail, non-wholesale, non-manufacture facility for selling products. The lab's sole business purpose shall be for appraising products.
- Shall submit an annual membership fee of **\$549.00**. If the lab is a paid member of AAP-CJA, each of their individual CAP-CJA members will be charged a reduced rate of **\$195.00** per person.
- Shall submit a complete application form.
- At least 2 people within the lab facility shall be a CAP in good standing and AAP member in good standing and the balance of the appraisers shall be at least Associate Members.

- Shall submit pictures of the premises of the AAP lab proving a professional environment.
- Shall show proof of a certified Diamond Grading Master set which meets the following criteria (Note: a colorimeter is not accepted in place of a Master Diamond set).
  - 1/4ct each is the minimum weight acceptable for the diamonds
  - 5 diamonds minimum if they are the 1/4ct weight
  - 4 diamonds minimum if they are the 1/3ct weight or heavier
  - All diamonds must be of similar weight and cut
  - The set must be certified by GIA or AGS
  - Cut should be Class 2 to Ideal (Good to Ideal)
  - Minimum SI-1 clarity grade for each stone
  - Set must start with D, E or F for the first stone and continue with every other colour until K or L
  - No split grades will be accepted
  - No fluorescent diamonds
  - No Cubic Zirconias will be accepted
  - Show proof of certificates of the set and of grading for approval by the Governing Body.
- Equipment shall include pearl grading and current detection testing for synthetic diamonds.
- A lab declaration needs to be renewed annually.

## DEFINITIONS FOR ACRONYMS

### Gemmological Training and Certification

#### CANADA

##### ***Canadian Gemmological Association***

Fellow of the Canadian Gemmological Association – FCGmA

Canadian Professional Jewellery Appraising

[www.canadiangemmological.com](http://www.canadiangemmological.com)

##### ***Canadian Jewellers Association***

Accredited Appraiser Program (AAP) - CJA

[www.canadianjewellers.com](http://www.canadianjewellers.com)

##### ***Montreal School of Gemmology - EGM***

EGM Certified Appraiser - EGMA

[www.ecoledegemmologie.com](http://www.ecoledegemmologie.com)

##### ***Professional Jewellery Appraiser - PJA***

[pjaconnect@gmail.com](mailto:pjaconnect@gmail.com)

#### U.S.A.

##### ***American Gem Society***

Certified Gemologist Appraiser – C.G.A.

Certified Gemologist – CG

[www.ags.org](http://www.ags.org)

##### ***American Society of Appraisers***

Master Gemologist Appraiser

[www.appraisers.org](http://www.appraisers.org)

##### ***MasterValuer™ Program***

Registered MasterValuer™

[www.mastervaluer.com](http://www.mastervaluer.com)

##### ***National Association of Jewelry Appraisers***

Certified Master Appraiser – C.M.A.

[www.najaappraisers.com](http://www.najaappraisers.com)

##### ***Gemmological Institute of America - G.I.A***

Graduate Gemologist – GG

[www.gia.edu](http://www.gia.edu)



## **INTERNATIONAL**

### ***Antwerp World Diamond Center, Belgium***

HRD Diamond Grading – HRD  
[www.hrd.be](http://www.hrd.be)

### ***International Society of Appraisers***

Certified Appraiser of Personal Property – ISA, CAPP  
Accredited Member - ISA  
[www.isa-appraisers.org](http://www.isa-appraisers.org)

### ***Gem-A, The Gemmological Association of Great Britain***

Fellow of the Gemmological Association of Great Britain - FGA  
[www.gem-a.info](http://www.gem-a.info)

### ***Gemmological Association of Australia***

Fellow of the Gemmological Association of Australia - FGAA  
[www.gem.org.au](http://www.gem.org.au)