



CANADIAN JEWELLERS ASSOCIATION



## **MEMBERSHIP REQUIREMENTS/CRITERIA**

### **CJA-Accredited Appraiser Program**

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 now 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, 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. *Apprentice (Candidate) Member* is the entry level open to any individual interested in entering the appraising field. *Associate Member* is the intermediate level for those who, among other various criteria, hold a gemmology designation. *Accredited Member* is the highest level, and results in the award of the Certified Appraisal Professional-CJA (CAP) designation and seal. *Lab Member* is a lab whose sole purpose shall be for appraising products.

The criteria for each of the specific levels are outlined below:

***1 – Apprentice (Candidate) Member Requirements:***

- Shall submit an annual membership fee of **\$150**.
- 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 courses: FCGmA, CGA, GG, FGA, CG, FGAA, GIA, AGS, HRD or equivalent as approved by the AAP Governing Body.
- Shall abide by the current Jewellery Appraisal Guidelines - Minimum Acceptable Standards (current edition) as posted at and [www.canadianjewellers.com](http://www.canadianjewellers.com) and [www.jewellersvigilance.ca](http://www.jewellersvigilance.ca)
- Shall have a 2 year limit to obtain a gemologist 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 gemologist 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 can not make reference to AAP without stating they are an apprentice member.

## ***2 - Associate Member Requirements:***

- Shall submit an annual membership fee of **\$295**.
- 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 courses: FCGmA (Canadian Gemmological Association), GG, FGA, CG, FGAA, GIA, AGS, 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 and a weight measure gram scale which meets government approval, leverage gauge, polariscope, dichroscope, metal testing equipment, diamond grading light, long wave/short wave ultraviolet light, and karat gold testing equipment. All equipment must function properly.
- Metals shall appropriately be marked to indicate (or were tested and found to be of) the specified purity.
- Shall have a minimum of three 1/3ct, or five 1/4ct Diamond Grading Masters certified by GIA, AGS, HRD or colorimeter as approved by the AAP 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 45-64 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 current comprehensive reference library and gem library on the premises including 1 from the GIA such as Gems & Gemmology.
- Mandatory signature of AAP-CJA Code of Ethics & Standards upon acceptance as an Associate Member. They shall not use any reference to AAP.
- Shall pass the AAP Associate Member exam.
- 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 can not 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 and [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 an annual membership fee of **\$295**.
- Shall submit a completed application form.
- Shall hold one of the following gemmology qualifications: FCGmA (Canadian Gemmological Association), GA, GG, FGA, CG, FGAA, GIA, Certified Gemologist Appraiser (AGS), 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 5 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 and a weight measure gram scale which meets government approval, leverage gauge, polariscope, dichroscope, metal testing equipment, diamond grading light, long wave/short wave ultraviolet light, and karat gold testing equipment. All equipment must function properly.
- Metals shall appropriately be marked to indicate (or were tested and found to be of) the specified purity.
- Shall have a minimum of three 1/3ct, or five 1/4ct Diamond Grading Masters certified by GIA, AGS, HRD or colorimeter as approved by the AAP 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 45-64 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 passed the AAP level 2 exam.

- Shall have completed an appraisal course through ISA, NAJA, CGA, EGM or AGS.
- Shall have successfully completed the International Society of Appraisers, Canadian Core Courses or the MasterValuer™ Program, (both correspondence and workshop courses), and submit verification or equivalent as approved by AAP Governing Body.
- Shall have a current comprehensive reference library and gem library on the premises including 1 from the GIA such as Gems & Gemmology.
- Shall submit pictures of the premises of the AAP lab proving a professional environment.
- Shall utilize the official Certified Appraisal Professional-CJA (CAP) Seal only if, the appraisal is performed by the specific CAP member. The Seal may not be used to endorse work performed by another appraiser.
- Mandatory signature of 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 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 and [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 **\$500**. 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** 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 appraisers shall be at least Associate members.
- Shall submit pictures of the premises of the AAP lab proving a professional environment.
- Each member should have completed an AAP level 3 exam.
- Shall have a minimum of three 1/3ct, or five 1/4ct Diamond Grading Masters certified by GIA, AGS, HRD or colorimeter as approved by the AAP 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-CJA  
[www.canadianjewellers.com](http://www.canadianjewellers.com)

#### *Ecole De Gemmologie De Montreal Inc.*

Évaluateur diplômé /Graduated Appraiser  
[www.ecoledegemmologie.com](http://www.ecoledegemmologie.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*

Graduate gemologist – **GG**  
[www.gia.edu](http://www.gia.edu)

Accredited Appraiser Program-CJA

## **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)