



STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

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GOVERNOR

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STATE TREASURER

**DATE:** February 9, 2010

**TO:** Assessors, Equalization Directors and Interested Parties

**FROM:** Kelli Sobel, Executive Director

**SUBJECT:** State Tax Commission Action on Education and Certification

The State Tax Commission at their meeting on February 9, 2010 approved the following based on recommendations from their Advisory Committees:

❖ Education:

1. Level 1 and Level 2 will be combined into a new single entry level.
2. Certification at this new level will require a series of classes over a 24 month period. These classes will follow the "assessment cycle". Classes will be offered as an online/lecture hybrid; participants in the program will be required to post to an online forum every week and then attend a class monthly that will include practical exercise related to the topics covered in that months chapter.
3. Request for Proposals will be issued for the development of each chapter for the new program. Writers will be paid \$2,000 for each chapter and reviewers/editors will be paid \$500 for each chapter.
4. Development of a class for elected officials to help educate them in basic assessing.

❖ Certification:

1. Certification of assessors will move to a 3 year certification renewal instead of an annual certification. The annual fee for recertification will be \$100 regardless of level.
2. Beginning in 2011, the continuing education requirement will be 30 hours within a 3 year period plus annual attendance at a mandatory class on assessing updates that will include: legislative changes, recent court cases, STC updates and a USPAP update. Of the 30 elective hours, no more than 15 can be completed as on-line classes.
3. Discontinuing the 5 year USPAP requirement. USPAP will be a chapter in the new entry level class and an update in the annual update class.
4. Change the names to the current assessor levels to: Michigan Certified Assessing Officer, Michigan Advanced Assessing Officer, and Michigan Master Assessing Officer.
5. Change the Personal Property Examiner Certificate to an endorsement on regular certification with an additional fee and required continuing education.
6. Add a new requirement for an Equalization Director endorsement for any Advanced or Master Level Assessing Officer who wants to be an Equalization Director.