

CERTIFICATION AT LEVEL 3

To become certified at level 3, the applicant may provide proof of passing the courses listed below, or the applicant may take a comprehensive examination covering all of the courses listed in the outline. The course outline for level 3 certification is as follows:

<u>COURSE TITLE</u>	<u>CLASSROOM HOURS</u>
Principles of Appraising	30
Basic Income Approach	30
Statistics in Assessing or IAAO 300, 301 or 302	15
Personal Property or Principles of Accounting	15
Narrative Report Writing	15
Communication or Public Speaking	15
Michigan Tax Tribunal Procedures	15
Property Tax Law	15
Computer Course or Financial Calculator Course	15
Ethics and Standards of Professional Practice	15
	<hr/>
	180

Submit a commercial or industrial appraisal/assessment card for approval

*A college statistics course may meet level 3 requirements but can not be used for level 4 credit.

Phone Numbers

Appraisal Institute – (312) 335-4100

Holloway's Real Estate Institute, Inc. – (517) 394-3943

International Association of Assessing Officers (IAAO) – (800) 616-4226

Michigan Assessors Association (C. Jan Markowski) – (517) 788-4033

State Assessors Board – (517) 373-8320

01/25/2007

LEVEL 3

Principles of Appraising – 30 hours

IAAO Principles of Appraising – Course 101
Appraisal Institute Course 110
LCC PVAA 281 (BUS 281 and 282)
Holloway's "Appraisal One and Appraisal Two"

Basic Income Approach – 30 hours

IAAO Basic Income Approach to Value – Course 102
MAA Basic Income Approach Part 1 and 2
MAA Advanced Income Approach Part 1 and 2
Appraisal Institute Course 310

Statistics in Assessing – 15 hours

IAAO 300, 301, 302 or 310
MAA Statistics
Community College Statistics Course

Personal Property or Principles of Accounting – 15 hours

MAA Personal Property
Community College Accounting Course
LCC PVAA 283 (not BUS 283)

Narrative Report Writing – 15 hours

MAA Narrative Report Writing
IAAO Narrative Report Writing

Communication or Public Speaking – 15 hours

Community College Public Speaking Courses
Dale Carnegie Course
MAA Presenting Your Ideas Effectively

Michigan Tax Tribunal Procedures – 15 hours

MAA Michigan Tax Tribunal Procedures

Property Tax Law – 15 hours

MAA State Tax Commission Procedures and Property Tax Law

Computer Course or Financial Calculator Course – 15 hours

Community College Computer or Calculator Course

Ethics and Standards of Professional Practice – 15 hours

IAAO Standards of Practice & Professional Ethics
Appraisal Institute 410 Standards of Professional Practice, Part A
Holloway Uniform Standards of Professional Appraisal Practice
MAA Appraiser Standards and Ethics

*******STATE ASSESSORS BOARD HOME STUDY PROGRAMS ARE
AVAILABLE FOR ALL LEVEL 3 REQUIRED COURSES*******