

# State Tax Commission Application for Michigan Advanced Assessing Officer (MAAO) Online/Lecture Hybrid Program

This form is issued under the authority of the General Property Tax Act, PA 206 of 1893. Filing is mandatory.

The MAAO program is a twelve month program providing instruction covering topics over seven (7) chapters with a requirement that students complete a USPAP program outside of the classroom instruction. Instruction of each chapter will be conducted in a six week format using online tools and classroom instruction.

At the end of the program, certification is achieved by passing a multi-part comprehensive exam that covers the seven areas of study. The exam will be graded as individual parts, as pass/fail. Individuals must achieve 75% on each part to pass the comprehensive exam. Individuals who achieve below 75% on any part of the exam may retake the part(s) that are not passed for up to one year after the date they first complete the exam. If a passing score is not obtained within one year, options are exhausted and the student may reapply to the MAAO program or complete the MAAO self-paced option.

The MAAO program will be offered twice a year in April and October at a cost of \$1,000, with the first program being offered in April of 2016. Applications for the April program will be accepted from February 1 to March 1, and from August 1 through September 1 for the October program. Each program will be limited to a maximum of 35 students.

**Instructions:** This form must be completed in its entirety. Incomplete applications will be returned to the applicant unprocessed. This application must be received no later than the due date indicated for the program. Applicants will receive written notification of their admission or denial into the MAAO program. If your application is denied, you must reapply to the next program for consideration.

**Submit the completed application to:**

Michigan Department of Treasury  
State Tax Commission  
PO Box 30471  
Lansing MI 48909

PART 1: APPLICANT INFORMATION			
Name (First, Middle Initial, Last)			
Street Address			Daytime Telephone Number
City	State	ZIP Code	E-mail Address
PART 2: CERTIFICATION			
<b>The following certification statements must be completed in order for your application to be considered complete.</b>			
Have you ever been convicted of a felony, or a misdemeanor involving any violent act, use or possession of a weapon, or act of dishonesty for which the record has not been sealed or expunged?			
<input type="checkbox"/> No <input type="checkbox"/> Yes (If yes, explain in the space below.)			
<i>I hereby certify that all the information contained within, and attached to, this application is true and accurate to the best of my knowledge, information and belief.</i>			
Signature			Date