

**State Tax Commission February 28, 2011 Tip**  
**Topic: Michigan Advanced Assessing Officer Comprehensive Exam**



Dear STaCy,

So I decided I'm going to bit the bullet and take the comprehensive exam. I work for a really good Advanced Level assessor right now and I think he has given me a good strong background. What can you tell me about the test and what do you recommend I study?

Sincerely,  
B. Complete

Dear Mr. Complete:

First of all, good luck. The exam is a 6 hour, 250 question exam that covers 10 topics: Basic Income, Statistics, Property Appraisal Principles, Personal Property, Government Finance/Management/Budgeting, Equalization, Land Valuation, ECF's, Data Collection and Property Tax Administration. You can use the PAV (Property Assessment Valuation) book published by IAAO and co-authored by one of Michigan's finest. You can also use the MCAO Transition Study Guide located on the State Tax Commission website as a brush up for some of the assessing basics.

Group comprehensive exams will be held on April 1, 2011, May 6, 2011, and June 3, 2011 at the Lansing Center located at 333 East Michigan Avenue. You may also schedule to take the exam at the office of the State Tax Commission on or before June 27, 2011. Exams must be successfully completed by June 27, 2011 and the commercial and industrial record cards must be received by the Commission (postmarked is acceptable) no later than July 1, 2011. The comprehensive exam will no longer be offered after July 1, 2011.

Pre-registration is required so when you are ready to take the exam **call Barb Duncanson at 517-373-8320** to set a date.

Sincerely,  
Stacy