



# PROPERTY TAX DIVISION COURSES APPROVED FOR ADVANCED ASSESSOR TRAINING

May 10, 2018; replaces April 19, 2018 publication

**Approval  
Date**  
(R=retroactive)

**Course**

## IAAO Courses, Forums, and Workshops

|   |  |
|---|--|
| R | Course 101 – Fundamentals of Real Property Appraisal (30 hours ACE)  |
| R | Course 102 – Income Approach to Valuation (30 hours ACE)   |
| R | Course 112 – Income Approach to Valuation II (30 hours ACE)  |
| R | Course 201 – Appraisal of Land (30 hours ACE)  |
| R | Course 300 – Fundamentals of Mass Appraisal (30 hours ACE)   |
| R | Course 311 – Residential Modeling Concepts (30 hours ACE)  |
| R | Course 312 – Commercial/Industrial Modeling Concepts (30 hours ACE)  |
| R | Course 331 – Mass Appraisal Practices and Procedures (30 hours ACE)  |
| R | Course 332 – Modeling Concepts (30 hours ACE)  |
| R | Course 333 – Residential Modeling Applications (30 hours ACE)  |
| R | Course 400 – Assessment Administration (30 hours ACE)  |
| R | Course 402 – Property Tax Policy (30 hours ACE)  |
| R | Course 500 – Assessment of Personal Property (30 hours ACE)  |
| R | Course 501 – Personal Property Auditing – Basic to Advanced (30 hours ACE)                                   |
| R | Course 600 – Principles and Techniques of Cadastral Mapping (30 hours ACE)                                   |
| R | Course 601 – Cadastral Mapping - Methods & Applications (30 hours ACE)                                       |
| R | Forum 909 – The Appraisal of Commercial Properties in a Declining Market (7.5 hours ACE)                     |
| R | Forum 910 – Valuation of Convenience Stores (7.5 hours ACE)  |
| R | Forum 911 – Valuation of Contaminated Properties (7.5 hours ACE)   |
| R | Forum 917 – How to Critique An Appraisal (7.5 hours ACE)   |
| R | Forum 931 – Reading and Understanding Leases (7.5 hours ACE)   |
| R | Forum 932 – Restructuring Income/Expense Statements (7.5 hours ACE)  |
| R | Forum 960 – Marshall & Swift Residential – Square Foot Method (7.5 hours ACE)                                |
| R | Forum 962 – Marshall & Swift Commercial – Square Foot Method (7.5 hours ACE)                                 |
| R | Workshop 100 – Understanding Real Property Appraisal (15 hours ACE)  |
| R | Workshop 150 – Mathematics for Assessors (15 hours ACE)  |
| R | Workshop 151 – Uniform Standards of Professional Appraisal Practice (National) (15 hours ACE, 3.5 hours ECE) |
| R | Workshop 155 – Depreciation Analysis (15 hours ACE)  |
| R | Workshop 157 – The Appraisal Uses of Excel Software (15 hours ACE)   |
| R | Workshop 158 – Highest and Best Use (15 hours ACE)   |

- R Workshop 162 – Marshall & Swift Cost Approach (Residential) (15 hours ACE)
- R Workshop 163 – Marshall & Swift Cost Approach (Commercial) (15 hours ACE)
- R Workshop 171 – IAAO Standards of Professional Practice & Ethics (7 hours ACE, ECE, including 3.5 hours ECE)
- R Workshop 181 – 7-Hour National USPAP Update for Mass Appraisal (7 hours ACE, including 3.5 hours ECE)
- R Workshop 191 – 7-Hour National USPAP Update (7 hours ACE, including 3.5 hours ECE)
- R Workshop 252 – Valuing Property Affected by Environmental Contamination (15 hours ACE)
- R Workshop 257 – Fundamentals of Industrial Valuation (15 hours ACE)
- R Workshop 260 – Valuation of Agricultural Land (18.5 hours ACE)
- R Workshop 354 – Multiple Regression Analysis for Real Property Valuation (11.5 hours ACE)
- R Workshop 403 – Property Tax Policy Alternatives and Modules (18.5 hours ACE)
- R Workshop 452 – Fundamentals of Assessment Ratio Studies (18.5 hours ACE)
- R Workshop 551 – Valuation of Machinery and Equipment (18.5 hours ACE)
- R Workshop 552 – Basic Personal Property Auditing (18.5 hours ACE)
- R Workshop 553 – Advanced Personal Property Auditing (18.5 hours ACE)
- R Workshop 650 – Cadastral Mapping (15 hours ACE)
- R Workshop 651 – Geographic Information Systems for Assessors (15 hours ACE)

#### **Appraisal Institute Courses**

- R Basic Appraisal Principles (30 hours ACE)
- R Basic Appraisal Procedures (30 hours ACE)
- R General Appraiser Income Approach/Part 1 (30 hours ACE)
- R General Appraiser Income Approach/Part 2 (30 hours ACE)
- R Uniform Standards of Professional Appraisal Practice (National) (15 hours ACE)

#### **Other Courses**

- 8/2/16 Ethics and the Assessor (3.5 hours ACE, ECE – first conducted at the 2016 Maine Property Tax School)
- 5/10/17 Development of a Capitalization Rate (John Ryan, Instructor)
- 7/31/17 Evaluating Residential Construction (James Canestero, Instructor)
- 7/31/17 Investment Analysis for Income Properties (David Sawyer, Instructor)
- 8/1/17 Basic Construction Refresher (David Sawyer, Instructor)