



Hosted by the Property Tax Oversight Program

PROGRAM ENROLLMENT

Click [here](#) to register
to attend the May
Property Appraiser
Program.

The final deadline for
registration is
Monday, April 30,
2018.

After this date, please
contact [PTO Training](#)
to ask about space
availability.

CANCELLATION POLICY

Email course cancellations
to [PTO Training](#) by 3:00
p.m., EDT on
Friday, May 11, 2018.

PROPERTY APPRAISER PROGRAM MAY 14-18, 2018 CRYSTAL RIVER

Program Information

The Department of Revenue's Property Tax Oversight (PTO) program is offering four International Association of Assessing Officers (IAAO) courses and a continuing education workshop the week of May 14-18, 2018. A description of each course is below.

The program will be held at the Plantation on Crystal River (9301 West Fort Island Trail, Crystal River). Participants should bring writing utensil(s), paper, and a jacket or sweater. Individuals who have received registration confirmation from LMSadmin@floridarevenue.com may pick up course materials on the following dates at the Plantation on Crystal River:

- Sunday, May 13, 2018, between 5:00 p.m. and 7:00 p.m.
- Monday, May 14, 2018, between 8:00 a.m. and 8:30 a.m.

Registration

Registration for the courses is available online through the Department's [online registration and payment portal](#). The registration deadline is April 30, 2018. Online registration and payment is encouraged. If you choose to mail your registration and payment, space availability in a class cannot be guaranteed.

Hotel Room Block

Blocks of rooms are reserved at the Plantation on Crystal River. You must guarantee all reservations with a major credit card by April 20, 2018, to receive the group rate of \$119 (single) or \$135 (double) per night. This rate includes breakfast. For your reservation to be tax exempt, you must reserve your room directly with the hotel and pay with a government-issued credit card or check along with the corresponding tax-exempt certificate. It is recommended that you make reservations early, as the group blocks may fill before April 20, 2018. You can make reservations by calling 1-352-795-4211. The group name is Florida Department of Revenue Property Appraiser's Training.

COURSES APPROVED BY THE DEPARTMENT OF REVENUE

May 14-18, 2018



The following courses of the International Association of Assessing Officers (IAAO) apply toward the certification requirements as prescribed by Chapter 12-9, F.A.C. The Department of Business and Professional Regulation has also approved these IAAO offerings as 20 hours Appraiser Specialty Continuing Education credit toward state certification.

Enrollment Fee: \$375 per course

IAAO 101 – FUNDAMENTALS OF REAL PROPERTY APPRAISAL

The Fundamentals of Real Property Appraisal is designed to provide the students with an understanding and working knowledge of the procedures and techniques required to estimate the market value of vacant and improved properties. This course concentrates on the skills necessary for estimating the market value of properties using two approaches to value: the cost approach and the sales comparison approach. The Fundamentals of Real Property Appraisal utilizes lectures, classroom discussion, and homework problems to emphasize the main concepts and procedures taught in the course. For more information on the course, please read the [Course Information Packet](#). *Course Capacity: 50 students; Textbook: Property Assessment Valuation, 3rd edition (\$50)*

IAAO 201 – APPRAISAL OF LAND

Appraisal of Land is designed to provide the students with an understanding and working knowledge of the procedures and techniques required to estimate the market value of land. This course concentrates on the skills necessary for estimating land value primarily using the sales comparison approach. For more information on the course, please read the [Course Information Packet](#). *Course Capacity: 50 students; Textbook: Property Assessment Valuation, 3rd edition (\$50)*

IAAO 311 – RESIDENTIAL MODELING CONCEPTS

Course 311 presents a detailed study of the mass appraisal process as applied to residential property. Topics covered include a comparison of single-property appraisal and mass appraisal, the major steps in the mass appraisal process, data requirements, market analysis, application of the approaches to value, use of sales ratio studies, and valuation review techniques. For more information on the course, please read the [Course Information Packet](#). *Course Capacity: 50 students*

IAAO 402 – TAX POLICY

Course 402 offers students strategies for assisting in the effective formulation and implementation of tax policies and presents background enabling students to understand the context under which property tax policy is established. Students will be given analytical tools with which they can explain the effects of proposed property tax changes. They will be provided with a sound theoretical basis to guide decision-making and to assist in creating workable solutions for their jurisdictions. The course is designed for assessment administrators and students of taxation, as well as professional policy advisors who guide and make decisions in the area of tax policy on a regular basis. For more information, please read the [Course Information Packet](#). *Course Capacity: 50 students; Textbook: Fundamentals of Tax Policy (\$55)*

CEW 1004 – CONTINUING EDUCATION WORKSHOP FOR PROPERTY APPRAISERS

Continuing Education Workshops are designed to assist county property appraisers and staff to perform duties on the local level more effectively. This 24-hour workshop fulfills the annual continuing education requirement of the Certified Florida Appraiser designation and includes four hours of training covering ethics, public records, and Government in the Sunshine. *Course Capacity: 80 students*