

## TEXAS DEPARTMENT OF LICENSING AND REGULATION

P.O. Box 12157 · Austin, TX 78711 · (512) 463-6599 · 1-800-803-9202 · FAX (512) 475-2871  
www.license.state.tx.us · property.tax.consultants@license.state.tx.us

### Property Tax Consultant / Senior Property Tax Consultant Registration Continuing Education Courses

#### Texas Association of Assessing Officers (TAAO)

#### Texas Association of Appraisal Districts (TAAD)

<u>Course</u>	<u>Hours</u>	<u>Legal</u>
1 Introduction to the Texas Property Tax System	20	0
2 Appraisal of Real Property	20	0
4 Appraisal of Business Personal Property	20	0
7 Property Tax Law	20	6
8 Property Tax Assessment and Collections	20	0
230 Income Approach to Value	20	0
300 Appraisal of Agricultural Land	20	0
315 Appraisal of Oil and Gas	20	0
360 Mass Appraisal Concepts	20	0

#### Appraisal Institute (AIREA and SREA)

<u>Course</u>	<u>Hours</u>	<u>Legal</u>
110 Appraisal Principles	20	0
120 Appraisal Procedures	20	0
210 Residential Case Study	20	0
310 Basic Income Capitalization	20	0
320 General Applications	20	0
410 Standards of Professional Practice, Part A (USPAP)	15	0
510 Advanced Income Capitalization	20	0
520 Highest and Best Use and Market Analysis	20	0
530 Advanced Sales Comparison and Cost Approaches	20	0
550 Advanced Applications	20	0
540 Report Writing and Valuation Analysis	20	0

#### American Society of Appraisers (ASA)

<u>Course</u>	<u>Hours</u>	<u>Legal</u>
BV201 Introduction to Business Valuation	20	0
ME201 Introduction to Machinery & Equipment Valuation	20	0
PP201 Introduction to Personal Property Valuation	20	0
RP201 Introduction to Real Property Valuation	20	0
BV202 Business Valuation Methodology	20	0
ME202 Machinery & Equipment Valuation	20	0
PP202 Personal Property Valuation Methodology: Research & Analysis	20	0
PP203 Personal Property Valuation: Report Writing	20	0
RP204 Urban Case Studies	20	0
Uniformed Standards of Professional Appraisal Practice	15	0

**American Society of Farm Managers & Rural Appraisers**

<u>Course</u>	<u>Hours</u>	<u>Legal</u>
A-10 Fundamentals of Rural Appraisal	20	0
A-12 Standards of Professional Appraisal Practices	17	0
A-20 Principles of Rural Appraisal	20	0
A-25 Eminent Domain	15	4
A-30 Advanced Rural Appraisal	20	0
A-35 Advanced Appraisal Review	20	0
A-40 Advanced Rural Cases Studies	20	0

**Continuing Education Institute (CEI)**

<u>Course</u>	<u>Hours</u>	<u>Legal</u>
Deceptive Trade Practices Act Applied to Real Estate Transactions	8	8
Property Taxes: Rights, Remedies, and Responsibilities	8	8

**Continuing Education through Correspondence  
(CETC Unlimited, Inc.)**

<u>Course</u>	<u>Hours</u>	<u>Legal</u>
TP100 Texas Property Tax System	20	8
PT100 Principles-The Property Tax System	8	8
PT102 Real Estate Principles	20	0
PT116 Real Estate Math	20	0
PT120 Real Estate Appraisal	20	0
PT205 Home Inspection	20	0
PT206 Real Estate Finance	20	0
PT228 Property Management	20	0
PT230 Income Property Appraisal	20	0
PT233 Advanced Income Analysis	20	0
PT301 The Mediation Process	20	0
PT323 Mandatory Continuing Education for Real Estate	20	6
PT325 Texas Property Law	20	6
PT326 Texas Agency Law	20	6
PT331 Real Estate Law	20	6
PT332 Investment Analysis for Appraisers	20	0
PT335 Uniform Standards and Professional Appraisal Practices	20	0

**Deloitte & Touche, LLP**

<u>Seminar</u>	<u>Hours</u>	<u>Legal</u>
Current Issues in Texas Property Tax	6	6
National Property Tax Symposium	10	0

**Geary, Porter & Donavan, P.C.**

<u>Course</u>	<u>Hours</u>	<u>Legal</u>
A Survey of Texas Property Tax Law	4	4

**International Association of Assessing Officers (IAAO)**

<u>Course</u>	<u>Hours</u>	<u>Legal</u>
101 Fundamentals of Real Property Appraisal	20	0
102 Income Approach to Valuation	20	0

500	Assessment of Personal Property	20	0
201	Appraisal of Land	20	0
112	Income Approach to Valuation II	20	0
207	Industrial Property Approach	12	0
551	Valuation of Machinery and Equipment Advanced Concepts Workshop	12	0
	Valuation of Hotels and Motels	8	0

### **Institute for Professionals in Taxation (IPT)**

<u>Seminars</u>	<u>Hours</u>	<u>Legal</u>
Property Tax Symposium	20	0
Property Tax Symposium (legal)	6	6
Annual Conference (2000)	15	0
Intermediate Personal Property Tax School	20	0
Intermediate Real Property Tax School	20	0
Property Tax School (Basic)	20	0
Advanced Real Property Tax School	20	0
Advanced Personal Property Tax School	20	0
Texas One-Day Tax Seminar (October 18, 1999)	3	1.5
IPT/ABA Advanced Sales/Use Tax & Advanced Property Tax Seminar (2000)	10.5	0

### **Institute for Real Estate Professionals, Inc. (IREP)**

<u>Course</u>	<u>Hours</u>	<u>Legal</u>
Contemporary Issues in Real Estate Appraisal and Taxation	8	0
<b>*When all three courses attended:</b>	<b>20</b>	<b>0</b>
*The Appraisal of Business and Personal Property	8	0
*Use Analysis: The Key to Real Estate Valuation	8	2
*Identifying and Segregating Real Estate and Personal Property Values	8	2
Current Issues in Ad Valorem Property Tax Valuation	8	2
Preparing and Presenting an Ethical Ad Valorem Property Tax Valuation	8	2
Uniform Standards of Professional Appraisal Practice	7	0
Texas Property Tax Law –1999	0	6
Texas Property Tax Law – 2000	0	6
Texas Property Tax Law - 2001	0	6

### **Lorman Education Services**

<u>Course</u>	<u>Hours</u>	<u>Legal</u>
Texas Property Tax Seminar (1/99)	7	0

### **Lincoln Graduate Center**

<u>Course</u>	<u>Hours</u>	<u>Legal</u>
504 Principles of Property Inspection	20	0
627 Principles of Real Estate Appraisal	15	0
669 Manufactured Housing Appraisal	15	0

### **Petroleum Appraisal Institute**

<u>Course</u>	<u>Hours</u>	<u>Legal</u>
Oil & Gas Appraisal Course	13	0
Natural Gas Appraisal Course	13	0

**Texas Association of Property Tax Professionals (TAPTP)**

<u>Course</u>	<u>Hours</u>	<u>Legal</u>
Principles of Property Tax Consulting - 1 day/3 days	7/20	0/6
Fundamentals of Personal Property Valuation - 1 day/ 3 days	7/20	0/6
Advanced Income Property Tax Consultation - 1 day/ 3 days	7/20	0/6
Advanced Income Property Tax Consultation - legal only	6	6
Appraisal of Industrial Property - 1 day/ 3 days	7/20	0/6
Introduction of Oil and Gas Valuation - 1 day/ 3 days	7/20	0/6
A Survey of Property Tax Law - 1 day/ 3 days	7/20	6/6
Valuation of Intangible Assets	7	0
11 <sup>th</sup> Annual TAPTP Conference (Sept. 1998)	10	3
12 <sup>th</sup> Annual TAPTP Conference (Sept. 1999)	10	5
Annual TAPTP Conference (Oct. 2000)	10	3.5
Valuation of Office Buildings	8	0
Appraisal of Shopping Centers	8	0

**Comptroller of Public Accounts**

<u>Seminars</u>	<u>Hours</u>	<u>Legal</u>
Truth in Taxation Seminar	4	0
Appraisal Review Board Training Seminar	2	0
Truth in Taxation/New Legislation Seminar, 1999	4	0
38 <sup>th</sup> Annual Conference	11	4
1999 Appraisal Review Board Training Seminar	4.5	0
2000 Appraisal Review Board Training Seminar	4.5	0

**Real Estate Center****Texas A & M University**

<u>Seminars</u>	<u>Hours</u>	<u>Legal</u>
8 <sup>th</sup> Annual Outlook for Texas Rural Land Markets (April, 1998)	8	1
12 <sup>th</sup> Annual Legal Seminar on Ad Valorem Taxation (Sept., 1998)	10	10
1998 Society of Texas A & M Real Estate Professionals Annual Meeting	3	5
Valuing Refineries, Petrochemical and Gas Processing Plants for Ad Valorem Tax Purposes (November, 1998)	10	1
9 <sup>th</sup> Annual Outlook for Texas Rural Land Markets (April, 1999)	8	1
13 <sup>th</sup> Annual Legal Seminar on Ad Valorem Taxation (September, 1999)	10	10
10 <sup>th</sup> Annual Outlook for Texas Rural Land Markets (March, 2000)	8	1
11 <sup>th</sup> Annual Outlook for Texas Rural Land Markets (2001)	8	1
Appraisal of Refineries & Petrochemical Facilities for Ad Valorem Taxation	10	1
14 <sup>th</sup> Annual Legal Seminar on ad Valorem Taxation (2000)	10	10

**Texas Oil & Gas Association**

<u>Seminars</u>	<u>Hours</u>	<u>Legal</u>
1998 Texas Oil and Gas Annual Conference	10	2
1999 Property Tax Representatives Conference	10	2
2000 Property Tax Representatives Annual Conference	10	2
2001 Property Tax Representatives Annual Conference	10	2

**Wichita State University  
Center for Management Development**

<u>Course</u>	<u>Hour</u>	<u>Legal</u>
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29 <sup>th</sup> Annual Wichita Program on Appraisal for Ad Valorem Taxation	20	0
30 <sup>th</sup> Annual Workshop on Appraisal of Ad Valorem Taxation of Communications, Energy and Transportation Properties	20	0

**Texas Real Estate Commission (TREC)**

<u>Course</u>	<u>Hours</u>	<u>Legal</u>
Property Tax Agency & Valuation	15	7

@ 40 Courses offered by Nanci Hawes Real Estate School

\*\* For approved hours and legal hours, check with the Texas Real Estate Commission

Courses Approved by the Texas Real Estate Commission or the Texas Appraiser Licensing and Certification Board:

Robinson Real Estate School	20	6
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(Other courses may be added at a later date upon review by the Property Tax Advisory Council). NOTE: For initial application 15 hours, 4 of which must be legal and for renewal 20 hours, 6 of which must be legal.

**Approved Property Tax Consultant  
Continuing Education Providers**

The American Society of Farm Managers  
and Rural Appraisers, Inc.  
950 South Cherry Street, Suite 508  
Denver, Colorado 80246-2664  
(303) 758-5133 Fax (303) 758-0190

American Society of Appraisers (ASA)  
535 Herndon Parkway #150  
Herndon, Virginia 22070  
(702) 733-2123

Comptroller of Public Accounts  
Property Tax Division  
P.O. Box 78711-3528  
(512) 305-9853 Fax (512) 305-9801

Continuing Education Institute (CEI)  
3611-D West Pioneer Parkway  
Arlington, Texas 76013  
(817) 266-4234 Fax (817) 226-4236

Continuing Education through Correspondence  
(CETC Unlimited, Inc.)  
1640 Eastgate Drive #301  
Garland, Texas 75041  
(972) 613-0025 (800) 745-0025

Deloitte & Touche, LLP  
400 West 15<sup>th</sup> Street, Suite 1700  
Austin, Texas 78701-1648  
(512) 703-4665 Fax (512) 703-4640

Deloitte & Touche  
5550 LBJ Freeway #700  
Dallas, Texas 75240  
(972) 776-6000 Fax (972) 991-9305

Geary, Porter & Donovan, P.C.  
16475 Dallas Parkway #550

Dallas, Texas 75248  
(972) 931-9901 Fax (972) 931-9208

International Association of Assessing Officers  
(IAAO)  
130 East Randolph #850  
Chicago, Illinois 60601  
(312) 819-6100 Fax (312) 819-6149

Institute for Professionals in Taxation (IPT)  
Capital City Plaza #280  
3350 Peachtree Road NE  
Atlanta, Georgia 30326  
(404) 240-2300 Fax (404) 240-2315

Institute for Real Estate Professionals, Inc. (IREP)  
P.O. Box 810687  
Dallas, Texas 75381-0687  
(972) 243-0087 Fax (972) 484-1769  
www.irep.com

Lincoln Graduate Center  
303 Cypress  
San Antonio, Texas 78212  
(800) 531-5333 Fax (210) 225-2897  
E-mail: classinfo@lincoln-grad.org

Lorman Education Services  
2000 North Oxford Avenue  
Eau Claire, Wisconsin 54702-0509  
(715) 833-3940 Fax (715) 833-3944

Nanci Hawes Real Estate School  
13514 Midway Road  
Dallas, Texas 75244  
(972) 788-2673 Fax (972) 239-8733

Petroleum Appraisal Institute  
7830 State Line Road #100  
Prairie Village, Kansas 66208  
(913) 341-1465 Fax (913) 341-1325

Stewart-Robinson Real Estate School  
5445 Almeda, Suite 304  
Houston, Texas 77004  
(713) 663-7363 Fax (713) 663-7366

Real Estate Center  
Texas A & M University  
College Station, Texas 77843-2115  
(409) 845-2031 Fax (409) 845-0460

Texas Association of Assessing Officers (TAAO)  
7501 Highway 290 East, 2<sup>nd</sup> Floor  
Austin, Texas 78723  
(512) 926-2511 Fax (512) 926-2920

Texas Association of Appraisal Districts (TAAD)  
7701 North Lamar #304  
Austin, Texas 78752  
(512) 467-0402

Board of Tax Professional Examiners (BTPE)  
333 Guadalupe, Tower II, Suite 520  
Austin, Texas 78701  
(512) 305-7300 Fax (512) 305-7304  
(BTPE approves courses for TAAD and TAAO)

Texas Association of Property Tax Professionals (TAPTP)  
823 Congress Avenue, Suite 1300  
Austin, Texas 78701  
(512) 479-0425 Fax (512) 495-9031  
E-mail: mwilson@eami.com

Texas Oil and Gas Association (TXOGA)  
304 West Thirteenth Street  
Austin, Texas 78701-1823  
(512) 478-6631 Fax (512) 472-3859

Wichita University  
Center of Management Development  
1845 Fairmount  
Campus Box 00  
Wichita, Kansas 67220-00  
(316) 978-3118 Fax (316) 978-3962

To find courses offered in your area you must contact the local chapter of these organizations.