
PROGRAM OBJECTIVES

1. Improve knowledge in the fields of appraising, mapping, and management.
2. Maintain high standards in property tax administration.
3. Increase professionalism in state and county property tax offices.

OUR SERVICES

CGS cooperates with various professional organizations to provide certification programs to enhance the knowledge and skills of public sector officials and employees. We provide on-site training to governments in a variety of topic areas aimed at improving personnel and financial management, strengthening leadership and team development, improving government services to citizens, increasing organizational efficiency, and educating about important legal and ethical issues. Programs are tailored to an individual government's needs and time considerations.

ABOUT US

The Center for Governmental Services (CGS) represents Auburn University's commitment to excellence in state and local government and non-profit organizations. Since 1976, the Center has provided technical assistance, training, and survey and policy research to meet the changing needs of Alabama governments and public officials.



AUBURN
UNIVERSITY OUTREACH

Auburn University is an equal opportunity educational institution/employer.

Center for Governmental Services

Auburn University

2236 Haley Center

Auburn, Alabama 36849-5225



AUBURN

CENTER FOR
GOVERNMENTAL SERVICES

PROPERTY TAX EDUCATION & CERTIFICATION

Apr. - May, 2012



WWW.AUBURN.EDU/CGS

Apr. - May, 2012

PROPERTY TAX EDUCATION & CERTIFICATION

*If a tested course is taken for continuing education,
the examination for that course must be passed in order for any credit to apply.*

COURSE OFFERINGS

AAAO PRE-DISTRICT: INTRODUCTION TO APPRAISAL (10 HRS)

Date: Apr. 9-10, 2012
Fee: \$125
Location: Pelham

AAAO PRE-DISTRICT: INTRODUCTION TO COLLECTIONS (10 HRS)

Date: Apr. 9-10, 2012
Fee: \$125
Location: Pelham

AL VII: INTERMEDIATE MAPPING (30 HRS)

Date: Apr. 16-20, 2012
Fee: \$275
Location: Montgomery

REAL AND PERSONAL PROPERTY CALCULATIONS (20 HRS)

Date: Apr. 18-20, 2012
Fee: \$200
Location: Montgomery

AL IX: PERSONAL PROPERTY APPRAISAL MANUAL (30 HRS)

Date: Apr. 30 - May 4, 2012
Fee: \$225
Location: Tuscaloosa

AL I: PROPERTY TAX ADMINISTRATION & LAWS (30 HRS)

Date: Apr. 30 - May 4
Jun. 4-8, 2012
Fee: \$225
Location: Madison

AL XI: UNDERSTANDING THE TAX COLLECTION FUNCTION (20 HRS)

Date: May 16-18, 2012
Fee: \$200
Location: Montgomery

IAAO 551: VALUATION OF MACHINERY & EQUIPMENT (18.5 HRS)

Date: May 16-18, 2012
Fee: \$325
Location: Montgomery

*Recommended Prerequisite Course: IAAO 500

REGISTRATION POLICY

Registration forms received and processed at CGS constitutes registration, if space is available. A confirmation letter will be mailed from CGS when the participant's enrollment process is complete. Written cancellations received 15 working days (30 days for IAAO courses) prior to the beginning of the program will be honored with a full refund of the registration fee. Late cancellations or non-attendance will not be refunded. Substitutions for registered participants may be made at any time. NOTE: If you have a disability and need accommodations to participate, please contact the Center for Governmental Services at (334) 844-4782.

REGISTRATION

<input type="radio"/> Introduction to Appraisal	\$125
<input type="radio"/> Introduction to Collections	\$125
<input type="radio"/> AL VII: Intermediate Mapping	\$275
<input type="radio"/> Real & Personal Property Calculations	\$200
<input type="radio"/> AL IX: Personal Property Appraisal Manual	\$225
<input type="radio"/> AL I: Property Tax Administration & Laws	\$225
<input type="radio"/> AL XI: Understanding the Tax Collection Function	\$200
<input type="radio"/> IAAO 551: Valuation of Machinery & Equipment	\$325

PARTICIPANT'S INFORMATION:

Mr. Ms. Mrs. (Circle One)

Name

Position / Title

Social Security #

Name Tag Preference

Certificate Program (ACTA, ACAP, ACAR, ACM, Support Staff)

Agency

Mailing Address

City State Zip

Phone Fax

Email

PAYMENT METHOD:

Please find enclosed my check in the amount of \$ _____

Make checks payable to Auburn University.

Or, purchase order # _____

PLEASE RETURN PAYMENT TO:

Center for Governmental Services
Auburn University
2236 Haley Center
Auburn, Alabama 36849-5225
PHONE: (334) 844-4782 / FAX: (334) 844-1919