

STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE



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TO: Assessing Officials
FROM: Barry Wood, Assessment Division Director *BJW*
RE: Assessor Certification and Qualifications for County Assessor Candidates
DATE: May 23, 2012

Governor Daniels signed House Enrolled Act No. 1195 ("HEA 1195") into law on March 19, 2012. The legislation contained significant changes to the qualifications for a candidate to run for county assessor, and to educational criteria for the Level III Assessor-Appraiser certification.

Qualifications to Run for Office of County Assessor

Under Section 1, effective retroactive to January 1, 2012, a candidate for county assessor who **did not hold the office of county assessor on January 1, 2012** must have attained the Level III Assessor-Appraiser certification to run for the office of county assessor. On the other hand, a candidate for the office of county assessor who **held the office on January 1, 2012** and runs in an election after January 1, 2016 must have attained the Level III certification. In other words, a current county assessor must have the Level II certification to run in an election for county assessor after January 1, 2012, and have the Level III certification to run in an election after January 1, 2016.

In addition, a candidate for the office of county assessor must have resided in the county for at least one (1) year before the election, and own real property in the county upon taking office.

Educational Criteria for Level III Assessor-Appraiser Certification

Under Section 6, effective July 1, 2012, the legislature amended IC 6-1.1-35.5-4.5 regarding Level III certification. The Department of Local Government Finance (the "Department") is to design a curriculum for the Level III Assessor-Appraiser certification that specifies educational criteria for acceptable tested courses in each subject matter of the curriculum. The courses must require superior knowledge of assessment administration and property valuation concepts and be offered by nationally recognized assessing organizations, postsecondary educational institutions, or other education delivery organizations. The Department will approve only those courses that the Department can verify meet the curriculum requirements. Moreover, the Department will approve only those course sponsors that the Department can verify meet the standards established by the Department. Only an approved course sponsor may offer a course that meets the curriculum requirements for Level III certification candidates. The Department will maintain

a list of approved sponsors and approved courses that meet the criteria for the Level III certification.

If you have any questions, please contact your Assessment Division field representative or Barry Wood at (317) 232-3762 or bwood@dlgf.in.gov.