

Checklist for Becoming an ACoM

Requirements as of January 1, 2012

Education – select one of three options

Option 1

- MNT402
- HRS402
- FIN402
- MKL405

Option 2

- Hold a CPM®, CCIM, CSM, PCAM, or RPA designation

Option 3

- Have an undergraduate or graduate degree (e.g. major, minor, or concentration) in real estate or property management, or an associate's degree in a non-residential property or real estate management program

Examination

- Pass the ACoM certification exam

Ethics

- Pledge to uphold the IREM® Code of Professional Ethics (included as part of the ACoM application; also listed on www.irem.org)
- Complete IREM® ethics education in 1 of 2 ways:
 1. Complete ETH001
 2. Complete ETH800 and pass exam

Experience

- 1 year (12 months) of commercial real estate management experience (meeting portfolio and functions minimums; portfolio and function requirements are listed on www.irem.org)

Other Requirements:

- Submit an ACoM application with the \$75 application fee
- Submit three (3) Confidential Letters of Recommendation (included as part of the application)
- Be interviewed and recommended for approval by your IREM® Chapter