

**701—103.3(441) Eligibility requirements to take the examination.**

**103.3(1)** *High school diploma or its equivalent.* Only persons who possess a high school diploma or its equivalent are eligible to take the examination. The equivalent of high school diploma shall consist of a high school equivalency diploma issued by the department of education pursuant to Iowa Code chapter 259A, a similar document issued by the U.S. armed forces, or a similar document issued by another state.

**103.3(2)** *Preliminary education requirements.*

*a.* Only persons who have successfully completed the preliminary education requirements are eligible to take the examination. These requirements may be met by achieving one of the following:

(1) Successful completion of a department-approved course on Iowa assessment and taxation that includes coursework on Iowa laws within the time frame defined in paragraph 103.3(2) “*b*”;

(2) Successful completion of a department-approved course on general appraisal and assessment practice in addition to a department-approved course on Iowa laws. Both courses must be successfully completed within the time frame defined in paragraph 103.3(2) “*b*”; or

(3) Receipt of a currently active department-approved professional appraisal designation from a recognized appraisal organization in conjunction with successful completion of a department-approved course on Iowa laws within the time frame defined in paragraph 103.3(2) “*b*” if the appraisal designation is not already specific to Iowa.

*b.* All required coursework must be completed within five years prior to the date of the examination.

*c.* For the purposes of this subrule, “successful completion” shall mean answering a minimum of 70 percent of questions correctly on the test given at the completion of the course.

*d.* The department will publish a list of approved courses and professional designations on its official website.

This rule is intended to implement Iowa Code section 441.5.

[ARC 3838C, IAB 6/6/18, effective 7/11/18; Editorial change: IAC Supplement 11/2/22; Editorial change: IAC Supplement 10/18/23]