

Earning the ACoM Certification

Requirements as of January 1, 2017



This checklist gives an overall view of the requirements to earn the ACoM certification and becoming an ACoM Member. Once you have completed all of the requirements, you can submit an ACoM application.

Experience

- ❑ 1 year (12 months) of commercial real estate management experience ([meeting portfolio and functions minimums](#); portfolio and function requirements included in ACoM application)

Education - Select one of four options

Option 1: IREM® Course

- ❑ [CML201](#)

Option 2: IREM® Courses

- ❑ [MNT402](#)
- ❑ [HRS402](#)
- ❑ [FIN402](#)
- ❑ [MKL404](#) or [MKL406](#)

Option 3: Other Designations Fast Track

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

Option 4: Real Estate Degree Fast Track

- ❑ Have an undergraduate or graduate degree with a 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 [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 one of two ways:
 1. Attend and pass exam for [ETH800](#)
 2. Pass online course [ETH001](#)

Other Requirements

- ❑ Submit an ACoM application with the \$80 application fee
- ❑ Submit three (3) [Professional Reference Letters](#) (included as part of the ACoM application)
- ❑ Be interviewed and recommended for approval by your IREM® Chapter

To request an ACoM application, send your contact information to getinfo@irem.org or call 800-837-0706 ext. 4650



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Not ready to apply for the ACoM certification? [Join IREM as an Associate Member](#) and enjoy member rate discounts on course tuitions!