

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.

Education – Select one of three options

Option 1

- [MNT402](#)
- [HRS402](#)
- [FIN402](#) or [ASM603](#)
- [MKL404](#) or [MKL406](#)

Option 2

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

Option 3

- 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](#)

Experience

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

Other Requirements

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



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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!