

**APPLICATION FOR ADVANCED ASSESSMENT ANALYST CERTIFICATION****INSTRUCTIONS:**

When complete, retain a copy and submit the form to the BOE by:

**Email:** [Appraiser.Training@boe.ca.gov](mailto:Appraiser.Training@boe.ca.gov) **OR**

**Mail:** State Board of Equalization, County-Assessed Properties Division,  
ATTN: Training and Certification Unit  
P.O. Box 942879, Sacramento, CA 94279-0064

EMPLOYER	CERTIFICATE NUMBER	DATE PERMANENT CERTIFICATE ISSUED
APPLICANT'S NAME (LAST, FIRST, MIDDLE INITIAL)		POSITION TITLE

**CHECK THE APPROPRIATE BOX AND COMPLETE THE APPROPRIATE SECTION BELOW**

Assessment Analyst Type: ☐ Change in Ownership ☐ Exemptions ☐ Combination

An Advanced Assessment Analyst Certificate will be issued, upon application, by the State Board of Equalization after an applicant has held a permanent Assessment Analyst Certificate for at least **three years** and:

- ☐ Has successfully completed a course of study - complete Section A.  
-OR-  
☐ Has passed an Advanced level examination - complete Section B.

**A. COMPLETED COURSE OF STUDY**

List all formal **applicable self-study training sessions and CAASA webinar classes** that you have successfully completed. The courses will be evaluated to determine acceptability toward advanced certification. See County Assessors Only (CAO) Letter 2019/008 for course of study requirements for each type of assessment analyst certification.

CORE COURSES	DATE
1.	
2.	
3.	
4.	
5.	



ADVANCED COURSES	DATE
1.	
2.	
3.	
4.	

OTHER BOE COURSE	DATE
1.	

**B. ADVANCED LEVEL EXAMINATION**

Required proof/documentation must be included with application.

DID YOU PASS AN ADVANCED LEVEL EXAMINATION? ☐ YES ☐ NO

APPLICANT'S SIGNATURE		DATE
		
TRAINING COORDINATOR'S SIGNATURE	TRAINING COORDINATOR'S NAME	DATE
		
TRAINING COORDINATOR'S EMAIL ADDRESS		TRAINING COORDINATOR'S TELEPHONE (     )

**STATE BOARD OF EQUALIZATION USE ONLY**

APPROVED <input type="checkbox"/> YES <input type="checkbox"/> NO	REVIEWED BY	DATE
REASON NOT APPROVED		