

**ASSESSMENT APPEALS PROCESS
SELF-STUDY TRAINING SESSION**

for County Assessment Appeals Board Staff

Instructions

This training session should provide the student with helpful information regarding the county assessment appeals process. The review questions are designed to direct the student to key information in the training booklet. The questions should be completed as the student reads the training materials. The questions are not designed to be a "test" after reading all of the information. This session is not mandatory.

1. Contact Margie Wing at margie.wing@boe.ca.gov or at 1-916-274-3368 if you have any questions while you are taking the self-study training session.
2. Required reading material:
Assessment Appeals Process Training Booklet (August 2013)
3. Complete the reading assignment and review questions.
4. Complete and sign the student information document.
5. Return the review questions and student information document to:

**Margie Wing
State Board of Equalization
County-Assessed Properties Division, MIC 64
P.O. Box 942879
Sacramento, CA. 94279-0064**

or scan the review questions and student information document and email to (the originals do not need to be mailed):

margie.wing@boe.ca.gov