

Checklist for the CPM[®] Designation

The following provides an overview of the requirements to earn the CPM designation. It is highly recommended that the education requirement be completed prior to attempting the management plan/MPSA[®] and the CPM certification exam.

Experience

- ☐ 3 years (36 months) of qualifying real estate management experience as defined by IREM ([meeting portfolio and function minimums](#))

Education –one of the four options

Option 1

Take the 7 IREM Courses

- ☐ [FIN402](#)
- ☐ One MKL400-level course
[MKL404](#), [MKL405](#), [MKL406](#)
- ☐ [HRS402](#)
- ☐ [MNT402](#) Suggested order,
especially
- ☐ [ASM603](#) ASM603-ASM605
- ☐ [ASM604](#)
- ☐ [ASM605](#)

Option 2

Other Designations
Fast Track

- ☐ Hold a CCIM, CFM, CSM, PCAM, RPA, or SIOR designation and submit fast track approval fee

Option 3

Real Estate Degree Fast Track

- ☐ Have a bachelors or graduate degree with major, minor, or concentration in real estate or property management and submit fast track approval fee.

Option 4

Professional Experience
Fast Track

- ☐ Have 20 years of qualifying professional experience (as verified via experience reports and approved by chapter) and submit fast track approval fee

Management Plan – Select one of two options

Option 1

- ☐ [Pass management plan on an actual property \(MPIND\)](#)

Option 2

- ☐ [Pass management plan skills assessment \(MPSA[®]\)](#)

Examination

- ☐ Pass CPM certification exam

Ethics

- ☐ Attend and pass exam for [ETH800](#)
- ☐ Pledge to uphold the [IREM Code of Professional Ethics](#)

Other Requirements

- ☐ Be a CPM Candidate for a minimum of one year or an ARM[®] or ACoM member in good standing for the 12 months prior to CPM approval
- ☐ Be current with annual national dues
- ☐ Be current with annual chapter dues
- ☐ Hold a real estate license or verify that you are not required to have one for your current position
- ☐ Be affiliated with the NATIONAL ASSOCIATION OF REALTORS[®]
- ☐ Attend two IREM Chapter meetings or events during the 12 months immediately prior to CPM approval
- ☐ Submit a CPM application with the \$210 application fee
- ☐ Be approved by your local IREM Chapter