



INSTITUTE OF REAL ESTATE MANAGEMENT

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 <ul style="list-style-type: none"><input type="checkbox"/> FIN402<input type="checkbox"/> One MKL400-level course MKL404, MKL405, MKL406<input type="checkbox"/> HRS402<input type="checkbox"/> MNT402 Suggested order, especially<input type="checkbox"/> ASM603 ASM603-ASM605<input type="checkbox"/> ASM604<input type="checkbox"/> ASM605	Option 2 Other Designations Fast Track <ul style="list-style-type: none"><input type="checkbox"/> Hold a CCIM, CFM, CSM, PCAM, RPA, or SIOR designation and submit fast track approval fee	Option 3 Real Estate Degree Fast Track <ul style="list-style-type: none"><input type="checkbox"/> 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 <ul style="list-style-type: none"><input type="checkbox"/> Have 20 years of qualifying professional experience (as verified via experience reports and approved by chapter) and submit fast track approval fee
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Management Plan – Select one of two options

Option 1 <ul style="list-style-type: none"><input type="checkbox"/> Pass management plan on an actual property (MPIND)	Option 2 <ul style="list-style-type: none"><input type="checkbox"/> Pass management plan skills assessment (MPSA®)
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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