



INSTITUTE OF REAL ESTATE MANAGEMENT

## ACoM Certification Checklist

Below is an overview of the requirements to earn the ACoM certification and becoming an ACoM Member. Once completed, an application for the ACoM may be submitted.

### Experience

- 1 year (12 months) of qualifying commercial real estate management experience as defined by IREM ([meeting portfolio and functions minimums](#))

### Education – Select one of four (4) options

Option 1  
IREM Course

- [CML201](#)

If you plan to take CML201, consider taking the [ACoM Track](#) to meet the ACoM education, ethics, and examination requirements.

Option 2  
IREM Courses

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

Option 3  
Designations Fast Track

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

Option 4

Degree Fast Track

- 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

### Exam

- Pass the [ACoM certification exam](#)

### Ethics

- Complete IREM ethics education in one of two ways:  
[Attend class and pass exam for ETH800](#)  
[Take online course and pass exam for ETH001](#)
- Pledge to uphold the IREM Code of Professional Ethics

### Other Requirements

- Submit an ACoM application with the non-refundable \$80 application fee (if you are an existing member this fee is \$40)
- Be approved by your IREM Chapter

To obtain an ACoM application, [click here](#) or contact us at [getinfo@irem.org](mailto:getinfo@irem.org) or call 800-837-0706 ext. 4650