

AMERICAN SOCIETY OF FARM MANAGERS AND RURAL APPRAISERS
ACCREDITED AGRICULTURAL CONSULTANT (AAC)
REQUIREMENT CHECKLIST

1. Complete and pass the following ASFMRA management/consulting courses:
 - ☐ **Agricultural Consulting Principles**
 - ☐ **Agricultural Consulting Procedures**
 - ☐ **ASFMRA Best in Business Ethics**
 - ☐ **At least 40 hours of subject matter directly related to the member's specific "area of expertise."**
- ☐ 2. Four years of agricultural consulting experience or equivalent (as approved by the ASFMRA). Experience must have been completed within the last ten years. (One year experience is a calendar year during which a person spends not less than 1,600 hours as follows: At least 600 hours of the 1,600 must be spent consulting in an agricultural or agribusiness situation for a fee or a salary. The individual shall have inspected agricultural businesses and assembled and analyzed sufficient data to arrive at objective decisions which are set out in detailed written or oral reports meeting the standards outlined by the Society. The balance must be spent in a field related to agricultural consulting.) Any prior or equivalent experience should be submitted for review very early in the accreditation process so the ASFMRA can determine if the experience qualifies.
- ☐ 3. A four-year college degree or equivalent (as approved by the ASFMRA). Any equivalent education should be submitted for review very early in the accreditation process so the ASFMRA can determine if the equivalent education qualifies.
- ☐ 4. Be a current ASFMRA Associate, Professional, Academic, or Accredited member prior to submitting an application for accreditation.
- ☐ 5. Complete one consulting report as prescribed by the ASFMRA. The report shall demonstrate the ability of the applicant to analyze and provide consulting services on agricultural and/or agribusiness problems according to the standards of the ASFMRA. The report will be graded and must garner a score of at least 75 percent. A passing score can qualify, as a component of the AAC accreditation process, for three years from the date the report was graded and passed.
- ☐ 6. Submit an AAC Exam Application, take and pass the AAC accrediting exam (written and oral). The applicant must document that all required educational requirements (see first item on checklist) have been completed and the consulting report has been completed and received a passing score.

- ☐ 7. After all of requirements have been completed, the applicant submits the AAC Accreditation Application with their experience to receive the AAC designation.

Contents of Accreditation Exam
(AFM, ARA, RPRA, AAC)

- A. Written examination is proctored and given in Denver each year and takes approximately 12 hours to complete. The written examination includes:
 1. Case Study Problems
 2. Multiple Choice
 3. True-False
- B. Oral examination covering any or all phases of the applicant's knowledge and experience

The Awarding of the Designation

The newly accredited are notified that they can use their designation upon receipt of the letter that they have passed. Successful applicants will receive their certificate and lapel pins approximately two months after completion of the exam. In addition, a special awards ceremony is held during the annual meeting to recognize those members that have received their designation throughout the year.

Requirements to Maintain Designation

To maintain designation, member must maintain Accredited membership and abide by all membership requirements. Please contact the ASFMRA for more detailed information on the Continuing Education Program.

Accredited members of the ASFMRA must participate in the ASFMRA Continuing Education program. A minimum of sixty (60) hours of approved programs must be submitted for each three-year period.

Members who receive their designation are automatically considered current in the continuing education program for the next three years and must accumulate 60 hours of education to be current in their next cycle. Members must be in compliance with Ethics requirements. Currently, members must complete the Ethics course once every 6 years.

Please contact the ASFMRA for more detailed information on the Continuing Education Program.

If you are planning to pursue your AAC designation, contact Deanna Ilk for more information. She can be reached at (303) 692-1222 or at dilk@asfmra.org.



**American Society
of Farm Managers
& Rural Appraisers**

THE MOST TRUSTED RURAL
PROPERTY PROFESSIONALS