CENTER FOR LOCAL GOVERNMENT TECHNOLOGY
College of Engineering, Architecture and Technology

Assessor Training and Accreditation Program
1201 S Innovation Way Dr, Stillwater, OK, 74074
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Ph. 405-744-6049

RE: **Class and Hotel Details**

CLASS: **Unit V: Personal Property Appraisal: October 31 - November 2, 2023**

LOCATION: OSU Center for Local Government Technology (CLGT) located at 1201 Innovation Way Dr, Stillwater, OK 74074.

MAP: CLGT

CLASS TIME:
There will be two full days of instruction and an exam on the last day. The course **will begin at 8:30 a.m. on Tuesday, October 31st.** Class will be from 8:30 a.m. to 4:30 p.m. on Tuesday and Wednesday. There will be an exam on Thursday starting at 8:30 a.m. and you have three hours to complete the exam. The exam will consist of 50 questions and there is a 70% requirement for passing. Pass or fail notification will be provided to each individual and the Oklahoma Tax Commission.

HOTEL INFORMATION:
We have not blocked rooms at any hotel in Stillwater. Hotels close to the training center are: Hampton Inn West, Holiday Inn West, Residence Inn, The La Quinta, and Spring Hill Suites, in addition to the Best Western Cimarron Suites closer to campus. Make sure and ask for the state rate when making a reservation.

Hotel Website Link

Please note: If you choose Zoom as your class option, you will be receiving more communication by email as class approaches. Also, a camera and microphone will be required for all class sessions and testing.

If you plan to enroll in this class, we will see you for Unit 5!

Sincerely,

Eric Hayes

Director