



WEBINAR INSTRUCTIONS – CLASS I & II CERTIFICATION

State Prescribed Forms, Abstracts, and Sales Ratio Webinars for Class I Assessors:

- Contact Alisha Adolf at North Dakota Association of Counties (NDACo) to request, then review StateForms Administration parts 1, 2, 3 and three of the most recent “Got 15?!” webinars.
- Request the Online Assessor Exams at www.tax.nd.gov/AssessorTraining, in the Upcoming Courses & Registration dropdown.
- Follow the instructions to complete the exam.

Agricultural Land Valuation Webinars for Class II Assessors:

- Contact Alisha Adolf at NDACo to request, then review Agricultural Land Processes parts 1 & 2.
- Request the Online Assessor Exams at www.tax.nd.gov/AssessorTraining, in the Upcoming Courses & Registration dropdown.
- Follow the instructions to complete the exam.

Contact Alisha Adolf, Professional Development & Event Coordinator for NDACo, at alisha.adolf@ndaco.org to request the webinars. When the webinars have been viewed, request the corresponding test at www.tax.nd.gov/AssessorTraining, in the Upcoming Courses & Registration dropdown. When the test has been successfully completed and verification that the required webinars have been requested, the appropriate credit will be added to your education record. The goal for the self-guided instruction is to familiarize assessment officials with the references and guidelines that are available and updated routinely.

The links below are helpful resources to assist you while you work through the material:

- tax.nd.gov
- tax.nd.gov/guidelines
- tax.nd.gov/LocalGovernment
- tax.nd.gov/SoftwareDevelopers
- tax.nd.gov/AssessorResources
- ndlegis.gov/general-information/north-dakota-century-code
- ndlegis.gov/legislative-bill-tracking-system
- iaao.org

The Office of State Tax Commissioner and the NDACo have partnered to offer “Got 15?!” monthly webinars. The webinars are geared toward county and city officials involved with local governments. The webinar topics include current and upcoming month’s information to keep local officials up to date on deadlines and requirements associated with their position. Other available webinars focus on specific topics, such as state prescribed forms or valuing agricultural land in North Dakota. These specific webinars are updated and hosted as legislative changes occur.