**2024 Annual Assessor School**

**July 29th – August 2nd**

**Brookings, SD**

**Hotel Accommodations**

A block of rooms has been reserved at the **Comfort Suites University,** 929 25th Ave. Brookings, SD. To reserve a room(s), contact general manager, Lori:

**1-605-520-9207 or** [**lori@den-wil.com**](mailto:lori@den-wil.com)

Room rates will be $75. The block is under “SDAAO”. You can work with Lori to set up direct billing and tax-exempt credit card booking if needed.

**Registration**

Complete the form on the last page and return along with tuition payment to the SDAAO Treasurer. Do not return the registration form without the tuition. Please keep a copy of your registration form for your records.

**Tuition for SDAAO members and SD county personnel:**

**$500**

**Course 1 – Rural Property Rights & Topics Related to Appraisal**

*See attached tentative schedule.*

Instructor: Ryan McKnight, Brian Gatzke,

Dr. Ujah Nacasius, and other speakers

Prerequisite: none

Required Texts: None

Cost: $500

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**Class Location: SDSU Campus**

SDSU Campus

Harding Hall

Room 0025

Brookings, SD

**Class Schedule: Monday through Thursday**

All classes will begin at 8:00 am and adjourn at 4:00 pm.

All classes will test on Friday morning starting at8:00 AM.

There are breaks in the morning and afternoon where coffee and refreshments will be provided.

**Meals**

All school participants are responsible for their own meals.

**School Rules**

**Attendance**

Students are required to attend all sessions of the course they are taking. Roll will be taken in the classes and those students absent from any session will have points deducted from their test score. If the student has been absent from more than one session, credit for the school may be withheld and the student’s supervisor may be notified.

**Cell Phones**

Please observe these common cell phone courtesies:

* Have the phone turned off or to silent in the classroom.
* If you must take or place a call, do not do so in the classroom or in the hallway directly outside of the classrooms
* Calculators on phones are not allowed during tests

**Required Texts and Class Materials**

All course material will be provided unless otherwise noted. Students are responsible for bringing the “required texts” listed for their respective course. If you need assistance in acquiring a text, contact the Department of Revenue.

In addition to the required texts, students should bring

* a calculator the student is familiar with
  + cell phone calculators are not allowed during tests
* pencils, note pad, and other items normally used in class

**Course Tests**

No early tests will be allowed. Make up tests will be allowed only in accordance with the test policies laid out in administrative rule. Consult ARSD 64:02:03:19 for complete explanation of rules on testing and re-testing courses at the annual schools.

**2024 Annual Assessor School**

**Make all checks payable to SDAAO**

**Tuition is $500**

COUNTY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact email

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Mail registration and payment to:

**SDAAO**

C/O Rhea Crane

1300 Sherman St, Ste 222

Sturgis, SD 57785

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| --- | --- | --- | --- |
|  | STUDENT NAME (print or type) | Course | Amount  submitting |
| 1. |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |
| 4. |  |  |  |
| 5. |  |  |  |
| 6. |  |  |  |
| 7. |  |  |  |
| 8. |  |  |  |
|  |  | **TOTAL AMOUNT DUE:** | **$** |