PSI Services LLC
https://www.psiexams.com/tdlr
Email: TDLRSupport@psionline.com

TEXAS DEPARTMENT OF LICENSING AND REGULATION

PROPERTY TAX PROFESSIONALS
CANDIDATE INFORMATION BULLETIN

EFFECTIVE APRIL 1, 2026, THE EXAMINATIONS WILL BE REFERENCED TO THE 2025 TEXAS PROPERTY TAX CODE.

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EXAMINATION SCHEDULING PROCEDURES

The Texas Department of Licensing & Regulation (TDLR) has contracted with PSI Services LLC (PSI) to deliver its examinations.

Upon TDLR approval of eligibility, you will receive an email confirmation with instructions for scheduling an appointment to take the examination. You are allowed to test unlimited through your eligibility period.

Beginning June 1, 2022, PSI will begin to offer these examinations online. This new online testing platform utilizes an environment that has a remote proctor using secure technology to observe the test taker using their own desktop, webcam video, and audio to confirm their identity. This allows the candidate to complete the required licensing examination in a controlled environment.

TDLR & PSI have been working diligently to provide a viable alternative method to in-person testing. In addition to the online examination option, PSI will continue to offer the traditional written examination at their 22 exam sites across Texas.

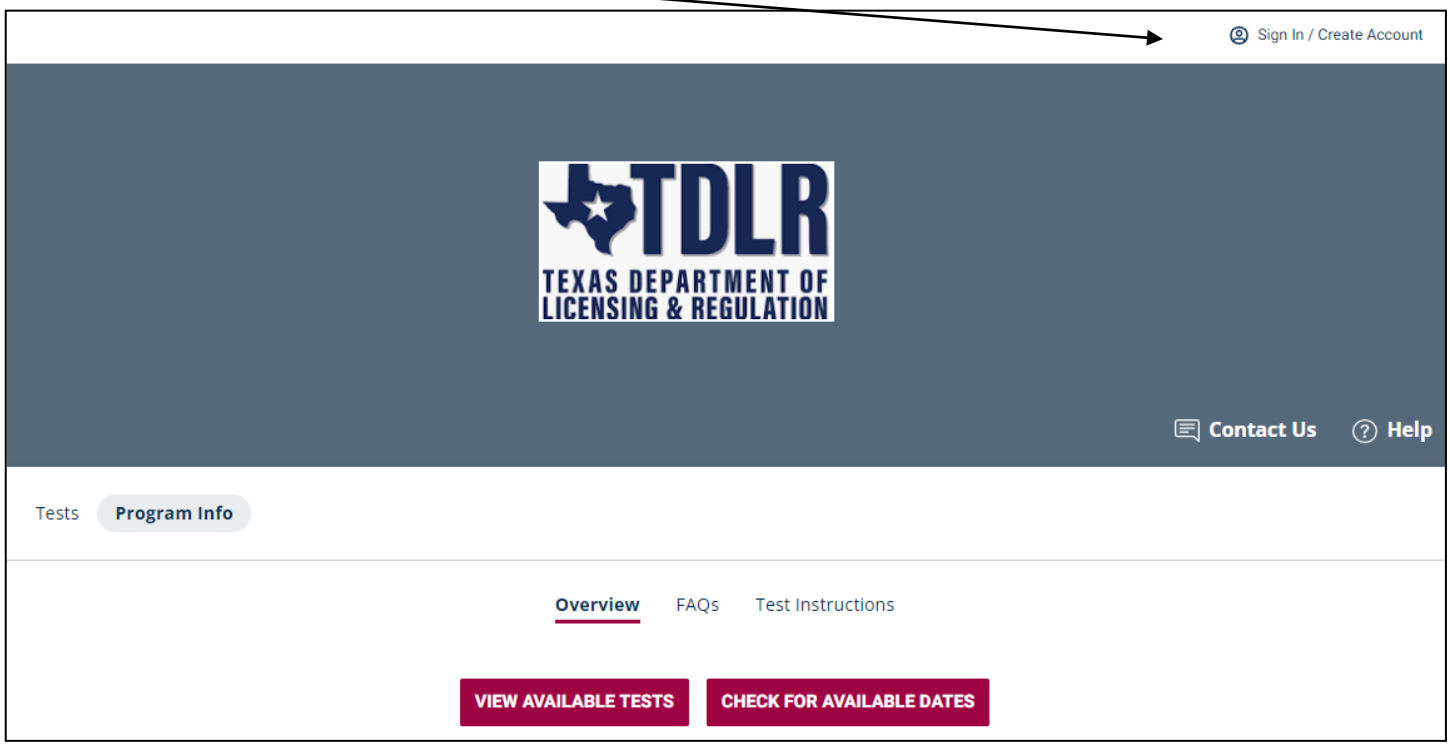
By providing the option to take your written examination at one of our 22 exam sites or utilizing the new online examination platform, we are confident that it will provide some relief of the limited availability, making it faster and more convenient to meet our candidates needs to obtain a license from TDLR.

Click here for a demo of testing from your own personal laptop or computer.

ON-LINE SCHEDULING VIA WEBSITE

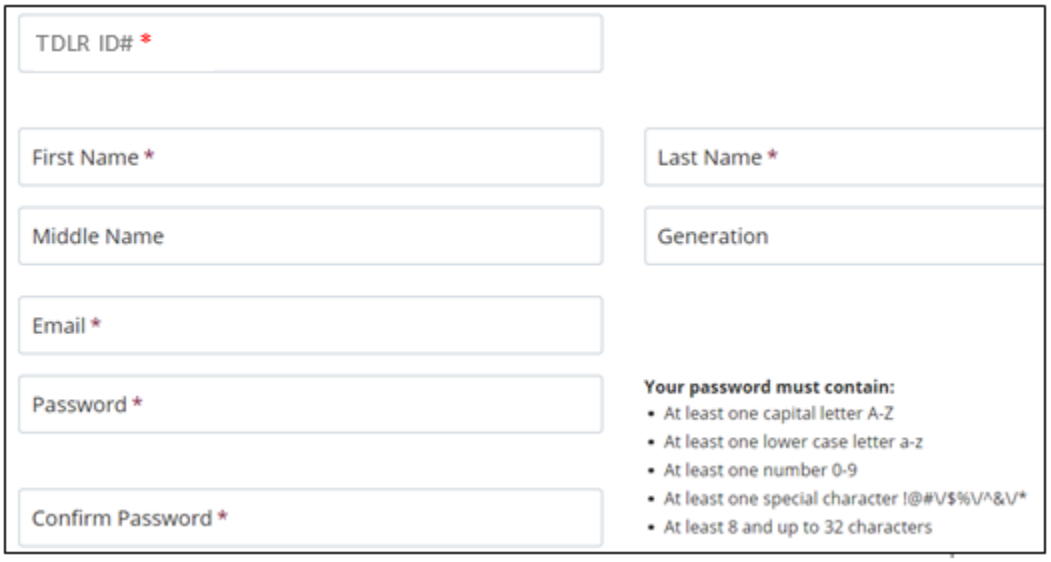
For the fastest and most convenient examination scheduling process, register for your examinations online by accessing PSI's registration Website: (https://test-takers.psiexams.com/tdlr).

1. Select **Sign In/Create Account**.

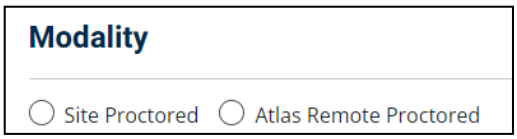


2. You will be prompted to **CREATE AN ACCOUNT** with PSI.

The first and last name must match exactly with your current, valid, government-issued ID.



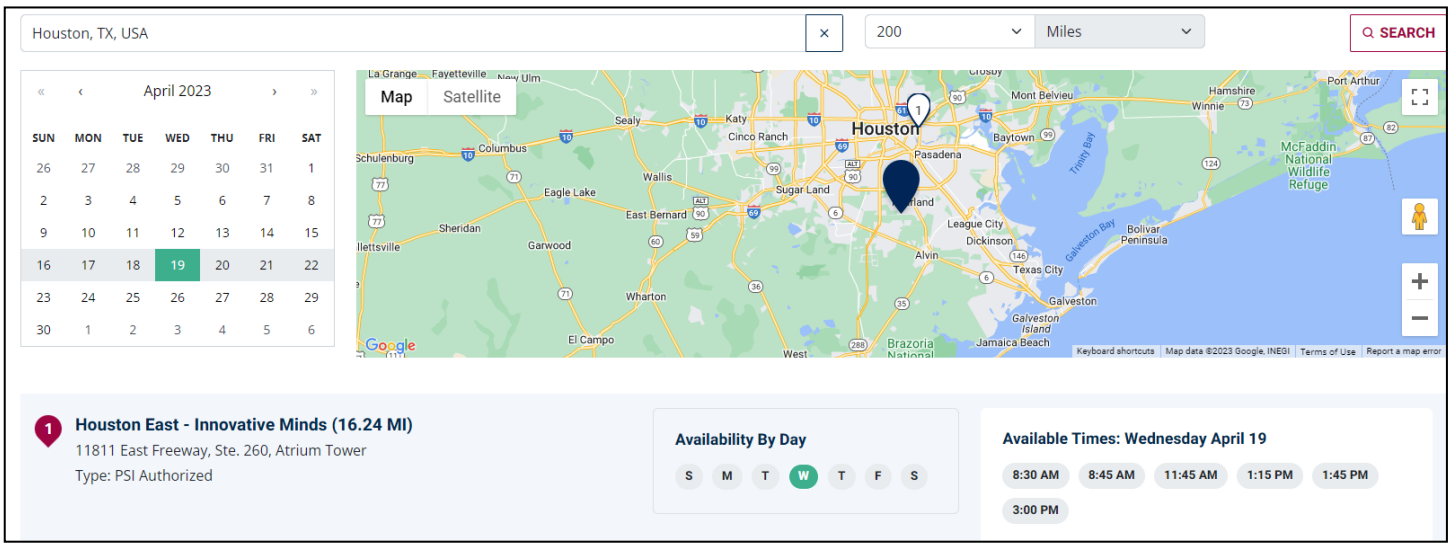
3. You will now select if you want to take the examination at a PSI test center (Site Proctored) or from your own laptop or computer (Atlas Remote Proctored).



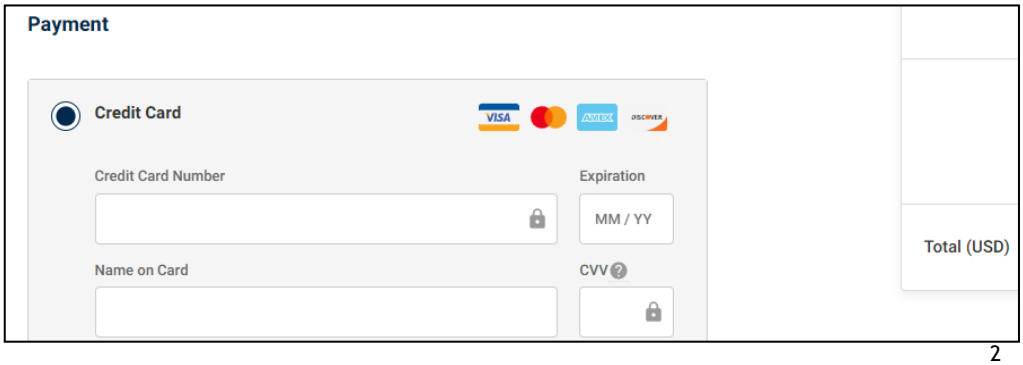
IF YOU SELECTED TO TAKE YOUR WRITTEN EXAMINATION AT A TEST CENTER

FOLLOW THE STEPS BELOW

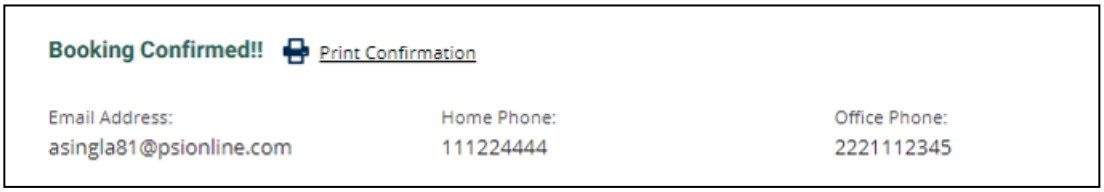
Enter the "City or Postal Code" and select **SEARCH**. You will then select the date and time you would like to test.



You are now ready to pay.

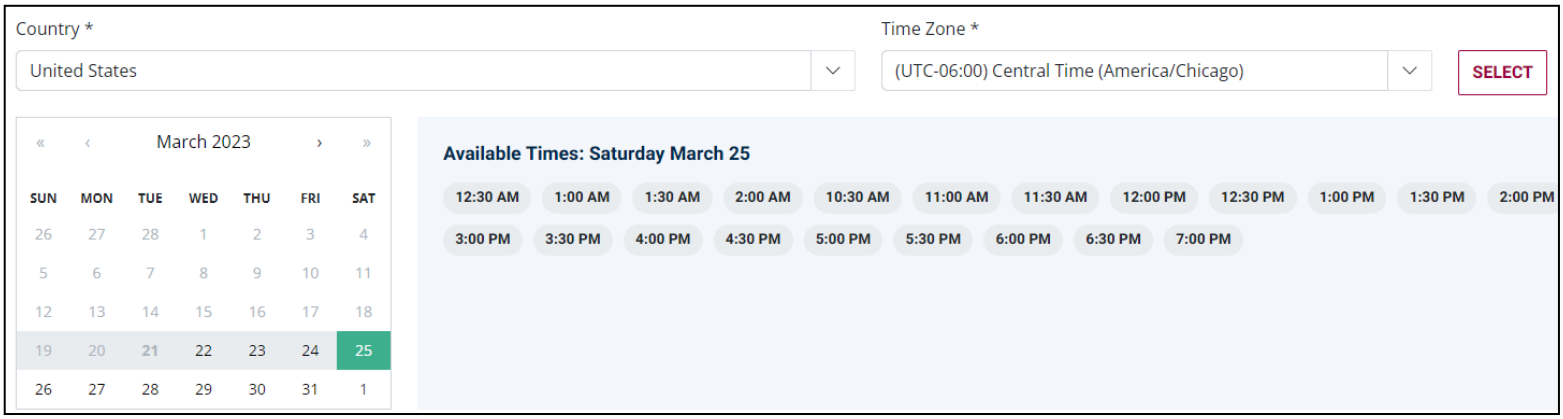


Once payment has been made you will receive a message confirming the test center, booked date, and booked time.

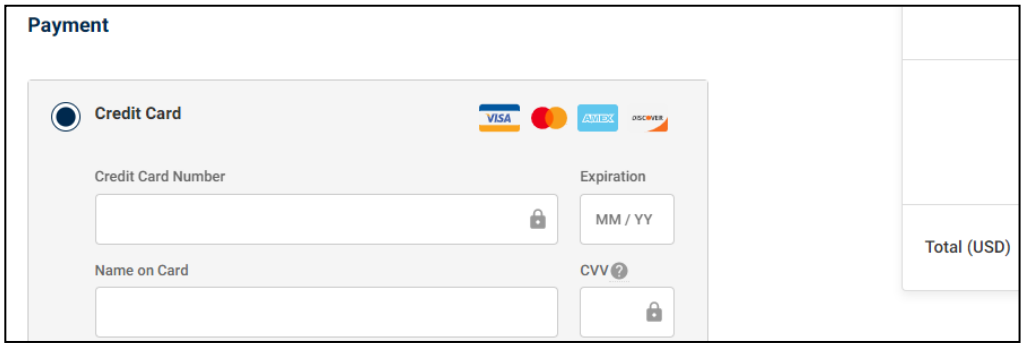


IF YOU SELECTED TO TAKE YOUR WRITTEN EXAMINATION ONLINE USING YOUR OWN PERSONAL LAPTOP OR COMPUTER, FOLLOW THE STEPS BELOW

Enter your time zone and select **SEARCH**. You will then select the date and time you would like to test.

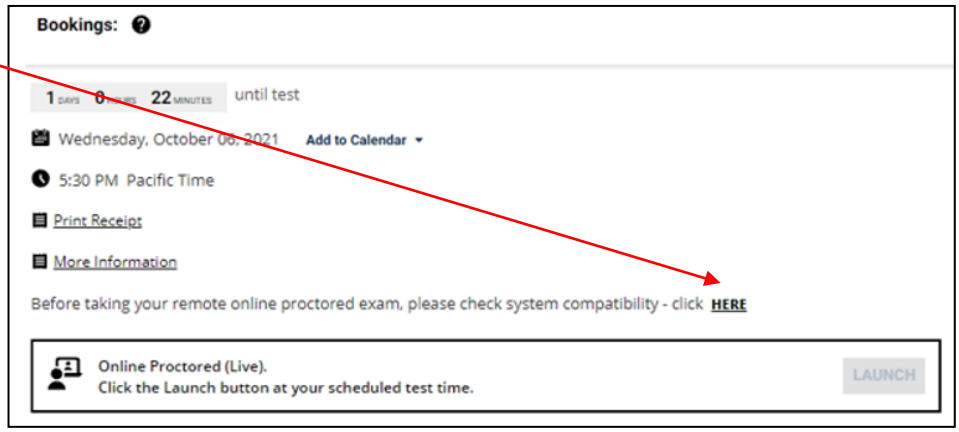


You are now ready to pay.



Your booking will now display in your account. You will be able to LAUNCH your test within 30 minutes of your booked test time.

IMPORTANT: BE SURE TO CHECK THE COMPATIBILTY OF YOUR COMPUTER to include Audio/Video Check, Webcam Check and System Check. Prior to testing, CLICK HERE.



By not starting your test within 15 minutes after your booked time, you forfeit your test fee or test eligibility. Fees and test eligibilities are non-refundable. If you have any questions regarding your compatibility check, or if you experience issues launching your test, you may contact PSI's technical support team at (844) 267-1017.

TELEPHONE SCHEDULING

For telephone registration, you will need a valid credit card (Visa, MasterCard, American Express or Discover). PSI registrars are available at (833) 333-4741, Monday through Friday between 6:30 am and 9:00 pm, and Saturday-Sunday between 8:00 am and 4:30 pm, Central Time, to receive your payment and schedule your appointment for the examination

STANDARD MAIL REGISTRATION

If you prefer, you may mail the Examination Registration Form (found at the end of this Candidate Information Bulletin). Mail the completed Examination Registration Form to PSI with the appropriate examination fee. Payment of fees may be made by credit card (Visa, MasterCard, American Express or Discover), money order, company check or cashier's check. Money order or check must be made payable to PSI, with your student permit number noted on it to ensure that your fees are properly assigned. **CASH AND PERSONAL CHECKS ARE NOT ACCEPTED.** Please allow 7 business days to process before contacting PSI to schedule.

CANCEL OR RESCHEDULE AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 2 days before the scheduled examination date*. For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. You may call PSI at (833) 333-4741 or use the PSI Website.

Note: A voicemail or email message is not an acceptable form of cancellation. Please use the PSI Website or call PSI to speak directly to a Customer Service Representative.

MISSED APPOINTMENT OR LATE CANCELLATION

Your registration will be invalid, you will not be able to take the examination as scheduled, and you will forfeit your examination fee, if you:

- Do not reschedule your appointment at least 2 days before the scheduled examination date.
- Do not appear for your examination appointment.
- Arrive after the examination start time.
- Do not present proper identification when you arrive for the examination.

EXAMINATION ACCOMMODATIONS

All PSI examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and exam accommodations will be made in meeting a candidate's needs. A candidate with a disability or a candidate who would otherwise have difficulty taking the examination should request for alternative arrangements by **Clicking Here**. This form also includes out-of-state testing requests.

EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (833) 333-4741. Every effort will be made to reschedule your examination at a convenient time as soon as possible.

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive 30 minutes prior to your scheduled appointment time. This allows time for sign-in and identification verification. NO conversing or any other form of communication among candidates is permitted once you enter the examination site.

If you arrive late, you will NOT be admitted to the examination site and you will forfeit your examination registration fee.

REQUIRED IDENTIFICATION AT EXAMINATION SITE

You must provide 1 form of identification. The identification must be a VALID form of government-issued identification for example, driver's license*, state ID, or passport, which bears your printed name, photograph, signature or fingerprint, date of birth, and expiration date. Identification provided must match all information provided by TDLR to PSI upon eligibility. If your ID does not contain the required information, you may be asked to provide other forms of valid identification to confirm your identity. A digital copy of your identification documentation will be taken upon check in and stored with your personal data.

*An expired driver's license will be accepted only if accompanied by a VALID Texas Department of Public Safety temporary permit. Likewise, the temporary permits must be accompanied by the expired DPS driver's license.

If you cannot provide the required identification, you must call (833) 333-4741 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement. *Failure to provide the required identification at the time of the examination without notifying PSI is considered a missed appointment, and you will not be able to take the examination and will forfeit your examination fee.*

SECURITY PROCEDURES

The following examination protocols apply during any examination. PSI may pause or terminate an examination at any time. Failure to follow the examination protocol, may result in the disqualification of examination results, prohibition from taking future examinations, and may lead to legal action.

Prohibited Items:

- Reference materials of any kind.
- Electronic devices of any type, including but not limited to; cellular phones, cameras, computers of any type (e.g., laptops, tablets, iPads), earbuds, electronic games, electronic watches, headsets, mobile devices, music players (e.g., iPods), pagers, radios, recording devices (audio or video), smart watches, televisions, etc.).
- Hats or headgear not worn for religious reasons or as religious apparel, including hats, baseball caps, or visors.
- Bulky or loose clothing or coats including but not limited to, open sweaters, cardigans, shawls, scarves, vests, jackets and coats.
    - In the event you are asked to remove bulky or loose outerwear, appropriate attire, such as a shirt or blouse should be worn underneath.
- Other personal items, including but not limited to; backpacks, briefcases, chewing gum, drinks, food, good luck items, notebooks, paper or other materials on which to write, pens, pencils or other writing devices, purses, reading material, smoking or chewing products, wallets, etc.

Prohibited Behavior:

- Giving or receiving assistance on an examination.
- Copying or communicating examination content.
- Using outside references or resources during an exam, examples:
    - Browsing other local resources.
    - Browsing the internet.
    - Attempting to use a computer or computer program not provided or approved by PSI.
    - Attempting to use a telephone or mobile device.
    - Using notepad on the computer.
    - Using an application on the computer not provided by PSI.
- Engaging in disruptive behavior during check-in or during an exam, examples:
    - Acting in an inappropriate manner.
    - Using abusive language.
    - Speaking aloud.
    - Causing noise unrelated to keyboard typing.
- Engaging in prohibited behavior during check-in or during an exam, examples:
    - Reading questions out loud.
    - Leaving the room without proctor approval.
    - Using instant messaging, or other electronic communication.
    - Capturing a picture or video of exam items.
    - Attempting to use telephone or mobile device.
    - Obstructing the proctor's view (camera or in person).
    - Having inappropriate materials on desktop (explicit).
    - Changing spaces during the exam without proctor approval.
    - Not focusing eyes on the screen.

During the check in process, all candidates will be asked if they possess any prohibited items. Candidates may also be asked to empty their pockets and turn them out for the proctor to ensure they are empty. The proctor may also ask candidates to lift up the ends of their sleeves and the bottoms of their pant legs to ensure that notes or recording devices are not being hidden there.

Proctors will also carefully inspect eyeglass frames, tie tacks, or any other apparel that could be used to harbor a recording device. Proctors will ask to inspect any such items in candidates' pockets.

No prohibited items are allowed within the candidate's reach or line of sight. If prohibited items are found during check-in, candidates shall put them in the provided secure storage or return these items to their vehicle for test center exams. PSI will not be responsible for the security of any personal belongings or prohibited items.

Any candidate seen giving or receiving assistance on an examination, found with prohibited items, or displaying prohibited behavior or violating any security regulations will have his or her examination terminated, and be asked to surrender all examination materials. All such instances will be reported to the examination sponsor.

Additional protocols for testing at a testing center, include but not limited to:

- The candidate will be issued scratch paper and pencil. You must return both at check-out.
- Person(s) accompanying an examination candidate may not wait in the examination center, inside the building or on the building's property. This applies to guests of any nature, including drivers, children, friends, family, colleagues, or instructors.
- Once candidates have been seated and the examination begins, they may leave the examination room only to use the restroom, and only after obtaining permission from the proctor. Candidates will not receive extra time to complete the examination.

Additional protocols for taking your examination on your laptop or computer, include but not limited to:

- The candidate will be allowed to use a piece of scratch paper and pencil. You will show the proctor the blank page at the start of the exam and the shredding of the paper at the end of the exam.
- Please be reminded that earbuds, earphones, hats, caps, hood, shades or anything that can be placed on the head or face is NOT allowed.
- Food, Drinks, or Breaks are not allowed. All personal items must be removed from the work area.
- You are not allowed to leave the station during the exam.
- Please do your best to avoid covering your mouth for the whole duration of exam. Be aware that talking/whispering/mouthing is not allowed during exam.
- You must keep both of your hands on or above the desktop during the exam.
- Also note that under no circumstances are you allowed to take a screenshot or photo of the exam or the exam results at any time during or after the session.
- Temporarily moving out of the camera's line of sight.
- Adequate lighting for the proctor to see candidate’s activity.
- Internet service must be sufficient to administer the exam, see page 14 for requirements.
- Web camera must be placed for ideal viewing by the proctor.
- Candidate may not change computers during the exam.
- Candidate may not change spaces during the exam.
- Candidate must follow proctor instructions, which may include, but are not limited to:
    - Keeping hands on the desktop.
    - Keeping eyes on the computer screen.
    - Not fidgeting during the exam.
    - Keeping hands away from face.
- Please do your best to avoid covering your mouth for the whole duration of exam. Be aware that talking/whispering/mouthing is not allowed during exam.
- Breaks are NOT allowed during remote online proctored examinations. If you believe you cannot complete your examination without a break, please do not register for remote online proctored examinations.

TAKING YOUR EXAMINATION AT A PSI TEST SITE

The examination will be administered via computer. You will be using a mouse and computer keyboard.

IDENTIFICATION SCREEN

You will be directed to a semiprivate testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

TUTORIAL

Before you start your examination, an introductory tutorial is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice answering questions and reviewing your answers.

TEST QUESTION SCREEN

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

IMPORTANT: After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out.

EXAMINATION REVIEW

PSI, in cooperation with TDLR, will be regularly evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. While taking the examination, examinees will have the opportunity to provide comments on any questions. Comments may be entered by clicking the Comments link on the function bar of the test question screen.

These comments will be analyzed by PSI examination development staff. Although PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. If a discrepancy is found during the comment review, PSI and the department may re-evaluate candidate results and adjust them accordingly. **This is the only review of the written examination available to candidates.**

WRITTEN SCORE REPORTING

IN PERSON EXAMINATION: Your score will be displayed on screen at the end of the examination and a score report will be emailed to you. If you fail, the emailed score report will include the diagnostic report indicating your strengths and weaknesses by examination type. If you do not receive your emailed score report, you may print it from your online account.

REMOTE PROCTORED: Candidates taking a remotely proctored exam: you must select to end both the exam portion and survey portion of your test in order to receive your on-screen results and emailed score report. If you fail, the emailed score report will include the diagnostic report indicating your strengths and weaknesses by examination type. If you do not receive your emailed score report, you may print it from your online account.

WRITTEN EXAMINATION SITE LOCATIONS

Abilene
301 S Pioneer, Suite 103/104
Abilene, TX 79605
Head NW on US-83 N/US-84 W. Take the US-84 W/I-20 BUS exit toward Sweetwater/S 1st street. Turn Right onto S 1st street (signs for 1-20 E). Turn Right onto S Pioneer Drive.

Amarillo
4312 Teckla, Suite 500
Amarillo, TX 79109
Exit off I-40 to Western and go South one street passed the 7th traffic light to Ridgecrest and turn right. Stay on Ridgecrest until you come to the red brick office complex on the left side corner of Ridgecrest and Teckla. 4312 is the 3rd building facing Teckla. Ste 500 is the end suite on the North sideof the building.

Arlington
Centerpoint IV
2401 E. Randol Mill Road, Suite 160
Arlington, TX 76011
From TX-360 S – Take the TX-180 exit towards Division St. Merge onto N Watson Rd. Take a slight left towards S. Watson Rd. Use the middle lane to turn left onto E Randol Mill Rd. The Centerpoint IV building will be on your right.
From I-30 E - Take exit 28 toward Baird farm Road/Ballpark Way/Legends Way. Merge onto E Copeland Rd. Take a slight right onto TX-360 FrontageRd/N Watson Rd. Turn Right onto East Randol Mill Rd. The Centerpoint IV building will be on your right.

Austin
8000 Centre Park Drive, Suite 345
Austin, TX 78754
From US-290 East, merge onto US-290 East and exit onto I-35 North. Follow signs for US-183 North. Continue on US-183 North for 2.5 miles. Take the exit for FM 1325/Burnet Rd. Turn right onto Centre Park Dr.

Austin
1524 S I-35 Frontage Road, Suite 300
Austin, TX 78704
From I-35 S - Take exit 232 towards Woodland Ave. Merge onto S I-35 Frontage Rd and get into the right lane. In .1 miles, turn right into the parking lot. There is surface parking available for visitors. The PSI Testing Center is located on the 3rd floor.

Corpus Christi
2820 S Padre Island Dr, Suite 105
Corpus Christi, TX 78415
From So. Padre Island Drive East, exit at Kostoryz. Loop back under the Kostoryz light, travel west on the access road to the 2820 building. The examination site is located between Kostoryz and Ayers at the 2820 Building on the North site of the SPID access road.

Dallas
One Empire
1140 Empire Central Dr, Suite 235
Dallas, TX 75247
From I-35E South (Stemmons Fwy), exit Empire Central (#434A). Turn right on Empire Central Dr.From I-35E North towards Denton exit at Empire Central and turn left on Empire Central Dr.

Dallas/Richardson
1701 N Collins Blvd, Suite 130
Richardson, TX 75080
From US-75 North take exit 26 onto N. Central Expressway toward Collins Blvd./Campbell Rd. turn left onto Campbell Rd. Turn left on Collins Blvd. Building is on right.

El Paso
11500 Pellicano Dr, Suite B13
El Paso, TX 79936
Coming from El Paso Airport, take 1-10 E to exit 28B towards Yarbrough drive. Merge onto Gtwy blvd east and turn left onto Lomaland drive. Continue to Pellicano drive and make a right and continue for a mile, complex is on the right hand side. Business complex building B is facing Goodyear drive on the right-hand side.

Fort Worth
6801 McCart Avenue, Suite B-1
Fort Worth, TX 76133
From I-20 take the McCart Ave exit #435. Go South on McCart Ave passing Altamesa Blvd. You will turn left at the next light which would be Southpark Lane. To the right, you may enter the 1st immediate parking entrance or the 2nd parking entrance on your right at 6801 McCart Ave Professional Building. Our office suite is B1 which is located on the Northside of the building facing Southpark Lane.

Harlingen - Innovative Minds
Executive Central Office Building
722 Morgan Blvd Suite D
Harlingen, TX 78550
From McAllen, TX: Get on I-2 from Hwy 83/W Business 83/W U.S. Business 83 and S 2nd St/S Col Rowe Blvd. Follow I-2 to US-83 BUS E in Harlingen. Take exit 175 from 1-2. Take Tyler Ave to Morgan Blvd.
From Brownsville: Get on I-69E N/US-77 N/US-83 N from E 7th St. Follow I-69E N/US-77 N/US-83 N to S Expressway 83/Frontage Rd in Harlingen. Take exit 23A from I-69E N/US-77 N/US-83 N. Take Camelot Dr and S 77 Sunshine Strip to Morgan Blvd.

Houston North (Greenbriar Place)
Greenbriar Place
650 North Sam Houston Pkwy E, Suite 535
Houston, TX 77060
From the Beltway 8 going West, exit Imperial Valley Drive. U-turn under the belt. Go East on the Service Road (N Sam Houston Pkwy E). The site is just before the Hardy Toll Road Exit.
From I-610, take 45-North toward Dallas, exit Beltway 8 – East. Go East on the Service Road of Beltway 8 (N Sam Houston Pkwy E).

Houston (East)
Atrium Building
11811 I-10 East Freeway, Suite 260
Houston, TX 77029
From I-10 East, take the Federal Rd exit #778A. U-turn under the freeway and come back on the feeder road going West. Building is on the right side, next to Pappasitos Cantina.
From I-10 West, take the Holland Rd exit. Stay on the feeder road, building is on the right side, next to Pappasitos Cantina.

Houston (South)
9888 Bissonnet St., Suite 570
Houston, TX 77036
From Downtown Houston, Get on I-69 / US-59 South (Southwest Freeway). Continue southwest for about 10–12 miles. Take exit toward Beltway 8 / Sam Houston Tollway. Stay on feeder road and turn right on Bissonnet St. Drive about 1 mile; destination on your right.

Houston (Northwest)
9800 Northwest Freeway
Suite 200
Houston, TX 77092
From Hwy 290 driving southeast, merge onto Loop 610 North. Exit at T.C.Jester and then U-turn under Loop 610. Stay on the feeder road, Sheraton Hotel is on the right as the road curves right. Turn into the parking lot immediately after the Sheraton Hotel and before the office building. Site is on the 2nd floor.

Lubbock
The Center
4413 82nd St., Suite 210
Lubbock, TX 79424
From S Loop 289, take the Quaker Ave exit and go South. Turn right on 82nd St.

McAllen
7000 N. 10th
Street Suite C-4
McAllen, TX 78504
From S Expressway 281/S US-281, turn right onto E Trenton Rd. Turn left onto N 10th St/TX-336. The test site is on the left.

Midland
Westwood Village Shopping Center
4200 West Illinois Avenue, Suite 200
Midland, TX 79703
From I-20, take Midkiff Road exit. Go North on Midkiff Road. Take a left on Illinois Ave. Go .8 miles and turn right into Premier High School in the shopping strip parking lot at 4200 W Illinois. Suite is at the end of the left Strip.

San Antonio
6655 First Park 10 Blvd., Suite 230
San Antonio, TX 7821
From I-10 West – Take exit 565A towards Crossroads Blvd/Balcones Heights and merge onto Frontage Rd. Turn right onto First Park Ten Blvd and go about ½ mile. The building will be on the right.

San Antonio
5555 NW Parkway, Ste 135
San Antonio, TX 78249
From I-10E – Use the right lane to take exit 559 towards TX-345 S/Fredericksburg Rd. Use the right land to merge onto Frontage Road/I-10 Frontage Rd. Go .4 miles then turn right onto Northwest Parkway. Take the second right into the parking lot and enter the building.

Tyler
3800 Paluxy Dr, Suite 310
Tyler, TX 75703
From 1-20, turn south on Hwy 69 and go to Loop 323. Turn right on 323 and follow 323 to the intersection of Paluxy Dr. Turn right on PaluxyDrive. The Paluxy Square Complex will be immediately on the left. Go to Building 3 which is in the back.

Waco
345 Owen Lane, Suite 124
Waco, TX 76710
From TX-6, take the Waco Drive exit, loop under the bridge where you will be on Sanger Ave, turn right on Owen Ln. The examination site is behind the Richland Mall and directly across the street from the City of Waco water tower.

EXAMINATION CONTENT OUTLINES AND REFERENCES MATERIALS

Note: Candidates are responsible for bringing their own references to the examination center. Reference materials may be highlighted, underlined, and/or indexed prior to the examination session. However, references may not be written in. Any candidate caught writing in the references during the examination will be reported to the Texas Department of Licensing and Regulation. Furthermore, candidates are not permitted to bring in any additional papers (loose or attached) with their approved references. References may be tabbed/indexed with permanent tabs only. (Permanent tabs are defined as tabs that would tear the page if removed). Temporary tabs, (defined as Post-It Notes, or other tabs that may be removed without tearing the page) are not allowed and must be removed from the reference before the exam will begin. Scratch paper will be provided for calculations. Candidates will NOT be permitted to remove from the examination room ANY material that has been written on.

NON-SCORED QUESTIONS

Your examination contains non-scored questions. The use of such questions is an essential step in developing accurate future examinations. These questions will NOT be scored and time to answer them has been added to the time allowed.

TX APPRAISER - CLASS III

EFFECTIVE APRIL 1, 2026, THE EXAMINATIONS WILL BE REFERENCED TO THE 2025 TEXAS PROPERTY TAX CODE.

Texas Appraiser - Class III Examination
100 Scored Items - 220 Minutes - 70% Correct to Pass
5 Non-Scored Items - 10 Minutes
Examination Fee $71

CONTENT OUTLINE

Subject Area	# of Items
Texas Property Tax System	**13**
Administration	
Taxability and Exemptions	
Appraisal Phase	
Equalization Phase	
Assessment Phase	
Collection Phase	
Property and Value Concepts	
Ethics	**5**
General Appraisal	**5**
Appraisal Definitions	
Special Use Valuation	
Cost Approach to Value	**19**
Cost Approach Theory	
Land Valuation	
Cost Concepts	
Depreciation	
Computations	
Sales Comparison Approach to Value	**19**
Sales Comparison Approach Theory	
Application Techniques	
Gross Income and Gross Rent Multipliers	
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Income Approach to Value	**20**
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Yield Capitalization	
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Situs	
Discovery	
Valuation Techniques	
Inventory Valuation	
Fixed Asset Valuation	
Computations	
USPAP	**5**
Standards 5 and 6	
USPAP Basic Rules	

REFERENCE LIST

This examination is CLOSED BOOK. The following reference materials are not allowed in the examination site.

- Property Assessment Valuation, International Association of Assessing Officers, 130 East Randolf Street, Suite 850, Chicago, IL 60601
- Texas Property Tax Code, http://www.comptroller.texas.gov/taxinfo/proptax/tnt/
- Texas Government Code Chapter 552
- Texas Government Code Chapter 551
- Texas Administrative Code Chapter 94
- Uniform Standards of Professional Appraisal Practice 2020-2021.
- Texas Constitution Article 8
- Texas Property Tax Professionals - 16 Texas Administrative Code, Chapter 94, http://www.tdlr.texas.gov/

Calculated ratios should be rounded to two decimal places. All other calculations should be rounded to four decimal places.

TX APPRAISER – CLASS IV (RPA)

EFFECTIVE APRIL 1, 2026, THE EXAMINATIONS WILL BE REFERENCED TO THE 2025 TEXAS PROPERTY TAX CODE.

Texas Appraiser – Class IV (RPA) Examination
150 Scored Items - 330 Minutes - 70% Correct to Pass
10 Non-Scored Items - 30 Minutes
Examination Fee $100

CONTENT OUTLINE

Subject Area	# of Items
Texas Property Tax System	**7**
Administration	
Taxability and Exemptions	
Property and Value Concepts	
Tax Calendar	
Ethics	**5**
General Appraisal	**5**
Appraisal Definitions	
Special Use Valuation	
Cost Approach to Value	**23**
Cost Approach Theory	
Land Valuation	
Cost Concepts	
Depreciation	
Computations	
Sales Comparison Approach to Value	**20**
Sales Comparison Approach Theory	
Application Techniques	
Gross Income and Gross Rent Multipliers	
Computations	
Income Approach to Value	**23**
Expenses	
Capitalization	
Income	
Market	
Miscellaneous	
Direct Capitalization	
Yield Capitalization	
Computations	
Appraisal of Personal Property	**17**
Concepts	
Definitions	
Taxability	
Situs	
Discovery	
Valuation Techniques	
Inventory Valuation	
Fixed Asset Valuation	
Computations	
Mass Appraisal	**30**
Appraisal to Sale Ratio	
Bias	
Classification System	
Computations	
Coefficient of Dispersion	
Appraisal Concepts	
Cost	
Appraisal Definitions	
Model Building and Schedules	
Statistical Analysis	
Unit Value of RCN	
USPAP	**5**
Texas Property Tax Law	**15**
Other Sources of Governing Law	
Texas Property Tax Code	

REFERENCE LIST

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- Property Assessment Valuation, International Association of Assessing Officers, 130 East Randolf Street, Suite 850, Chicago, IL 60601
- Texas Property Tax Code, http://www.comptroller.texas.gov/taxinfo/proptax/tnt/
- Texas Government Code Chapter 552
- Texas Government Code Chapter 551
- Texas Administrative Code Chapter 94
- Uniform Standards of Professional Appraisal Practice 2020-2021
- Texas Constitution Article 8
- Texas Property Tax Professionals - 16 Texas Administrative Code, Chapter 94, http://www.tdlr.texas.gov/
- Fundamentals of Mass Appraisal 2011, International Association of Assessing Officers

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TEXAS COLLECTOR – CLASS III (RTC)

EFFECTIVE APRIL 1, 2026, THE EXAMINATIONS WILL BE REFERENCED TO THE 2025 TEXAS PROPERTY TAX CODE.

Texas Collector – Class III (RTC) Examination
80 Scored Items - 120 Minutes - 70% Correct to Pass
5 Non-Scored Items - 10 Minutes
Examination Fee $52

CONTENT OUTLINE

S`ubject Area	# of Items
Texas Property Tax System	**18**
Tax Calendar	
Entities Involved in the System	
Overview of Ad Valorem in Texas	
Basic Appraisal Concepts	
Agricultural Change of Use Penalty	**4**
Basic Current and Delinquent Tax Collections	**35**
Reports/Receipts/Tax Certificates	
Payment Options	
Tax Bills/Rolls	
Corrected/Supplemental Bills	
Refunds/Overpayments	
Calculation of Penalty/Interest	
Delinquent Installment Agreement	
Abatement/Deferrals of Delinquent Taxes	
Waiver of Penalty and Interest	
Basics of Assessment	**9**
Definition of Terms	
Preparation of the Tax Roll and Bills	
Ethics	**5**
Property Tax Law	**9**
Property Tax Code	
Constitutional Requirements	
Sources of Property Tax Law	

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The examination has been developed using the most current editions of the reference materials shown below. You may bring these or any other edition into the examination.

- Texas Property Tax Code*
- Texas Property Tax Laws*
- Texas Property Tax Professionals rules - 16 Texas Administrative Code, Chapter 94**

*Available from:
http://www.comptroller.texas.gov/taxinfo/proptax/tnt/

**Available from:
http://www.tdlr.texas.gov/

TEXAS ASSESSOR/COLLECTOR – CLASS IV (RTA)

EFFECTIVE APRIL 1, 2026, THE EXAMINATIONS WILL BE REFERENCED TO THE 2025 TEXAS PROPERTY TAX CODE.

Texas Assessor/Collector – Class IV (RTA) Examination
150 Scored Items - 210 Minutes - 70% Correct to Pass
10 Non-Scored Items - 20 Minutes
Examination Fee $52

CONTENT OUTLINE

Subject Area	# of Items
Texas Property Tax System	**23**
Tax Calendar	
Entities Involved in the System	
Overview of Ad Valorem in Texas	
Basic Appraisal Concepts	
Collection Litigation	**8**
Litigation Terminology	
Litigation Procedures	
Truth-In-Taxation	**19**
Calculation of Preliminary Rates	
Difference in Procedures Among Entities	
Roles and Responsibilities	
Worksheet Calculations	
Agricultural Change of Use Penalty	**5**
Current and Delinquent Tax Collections	**50**
Reports, Receipts, and Tax Certificates	
Payment Options	
Tax Bills and Rolls	
Corrected or Supplemental Bills	
Refunds and Overpayments	
Calculation of Penalty and Interest	
Delinquent Installment Agreement Abatement and Deferrals of Delinquent Taxes	
Foreclosures, Seizures, Sales, and Resales	
Waiver of Penalty and Interest	
Basics of Assessment	**20**
Notice and Hearing	
Definition of Terms	
Tax Rate Adoption	
Election Administration	
Preparation of the Tax Roll and Bills	

Ethics	**5**
Property Tax Law	**20**
Property Tax Code	
Constitutional Requirements	
Sources of Property Tax Law	

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