

TACA Website: www.tacaoftexas.org

TACA Professional Designation Certification Program

The following designation is available to any PAID Active or Associate member of TACA.

After January 1, 2014, any Active or Associate member of TACA wishing to obtain the TACA Professional Certification Designation of Professional County Collector (PCC) shall complete the following requirements as noted below before such designation may be awarded.

EDUCATIONAL REQUIREMENTS FOR TACA PROFESSIONAL COUNTY COLLECTOR DESIGNATION (PCC)

Beginning January 1, 2014

PTEC Course 101
PTEC Course 102
PTEC Course 7
PTEC Course 8
PTEC Course 9
PTEC Course 28

With proof of completion, credit will be given for any of the above property tax courses completed prior to Jan 1, 2014.

The course "Ethics for County Tax Assessor-Collectors" as certified by V G Young Institute

PLUS: Eight courses to include 4 Mandatory, Constitutional/Statutory Duty Courses and 4 Elective Courses as noted in the list(s) below:

MANDATORY CONSTITUTIONAL/STATUTORY DUTY COURSES

Public Records: Release, Management & Retention
Budget Planning
Motor Vehicle Sales Tax & Fee Collections
Voter Registration and Chapter 19 Funds

ELECTIVE COURSES (pick 4) (may NOT be the same four electives completed for CTOP)

Accounting in the Tax Office
Customer Service to Build the Public Trust
Red Flag Training (before Sept 1, 2014) – Title Fraud Training (after Sept 1, 2014)
Personnel Management in the Public Sector
FLSA, USERRA, & Sexual Harassment
Fundamentals of the Americans with Disabilities Act (ADA)
FMLA: What Every Employer Needs to Know
Manufactured Housing & Boat Titling & Registration

In order to retain this designation the TACA Active member must earn 20 Continuing Education Hours annually.
In order to retain this designation the TACA Associate member must earn 10 Continuing Education Hours annually.

TACA Professional Designation Certification Program

The following designation is available to any PAID Active or Associate member of TACA.

COUNTY TAX OFFICE PROFESSIONAL (CTOP)

Any Active or Associate member of TACA wishing to obtain the TACA Professional Certification Designation of County Tax Office Professional (CTOP) shall complete the following requirements as noted below before such designation may be awarded.

EDUCATIONAL REQUIREMENTS FOR TACA COUNTY TAX OFFICE PROFESSIONAL DESIGNATION (CTOP)
Beginning January 1, 2014

Complete the Texas Department of Motor Vehicles Training Modules as follows:

(R)Registration Training Modules: R-101, R-102, R-103, R-104, R-105, R-106, R-107, R-108, R-109; and

(T)Title Training Modules: T-101, T-102, T-103, T-104, T-105, T-106, T-107, -108; and

(CSI)Customer Service Modules

The course "Ethics for County Tax Assessor-Collectors" as certified by V G Young Institute

PLUS: Eight courses to include 4 Mandatory, Constitutional/Statutory Duty Courses and 4 Elective Courses as noted in the list(s) below:

MANDATORY CONSTITUTIONAL/STATUTORY DUTY COURSES

Public Records: Release, Management & Retention

Budget Planning

Motor Vehicle Sales Tax & Fee Collections

Voter Registration and Chapter 19 Funds

ELECTIVE COURSES (pick 4) (may NOT be the same four electives completed for PCC)

Accounting in the Tax Office

Customer Service to Build the Public Trust

Red Flag Training (before Sept 1, 2014) – Title Fraud Training (after Sept 1, 2014)

Personnel Management in the Public Sector

FLSA, USERRA, & Sexual Harassment

Fundamentals of the Americans with Disabilities Act (ADA)

FMLA: What Every Employer Needs to Know

Manufactured Housing & Boat Titling & Registration

In order to retain this designation the TACA Active member must earn 20 Continuing Education Hours annually.

In order to retain this designation the TACA Associate member must earn 10 Continuing Education Hours annually.

TACA Professional Designation Certification Program

The following designation is available to any Elected County Tax Assessor-Collector that is a PAID Active member of TACA.

PROFESSIONAL COUNTY ASSESSOR-COLLECTOR (PCAC)

Any Active member of TACA wishing to obtain the TACA Professional Certification Designation of Professional County Assessor-Collector (PCAC) shall complete the following requirements as noted below before such designation may be awarded.

EDUCATIONAL REQUIREMENTS FOR TACA PROFESSIONAL COUNTY ASSESSOR-COLLECTOR DESIGNATION (PCAC)

Beginning January 1, 2014

To be awarded the TACA Professional Designation Certification Program title of Professional County Assessor-Collector (PCAC) the TACA Active member must have earned the following TACA Professional Designations:

Professional County Collector (PCC) AND
County Tax Office Professional (CTOP)

Once the PCC and CTOP designations have been awarded the TACA Active member is required to take Advanced Courses in the following subject areas:

ADVANCED COURSE REQUIREMENTS

Leadership
Team Building
Texas Law Making
Security

Upon completion of the Advanced Training, TACA will award the TACA Active member the Professional Certification Designation of Professional County Assessor-Collector (PCAC)

In order to retain this designation the TACA Active member must earn 20 Continuing Education Hours annually.

TACA Professional Designation Certification Program

The following designation is available to any Deputy County Assessor-Collector that is a PAID Associate member of TACA.

EDUCATIONAL REQUIREMENTS FOR TACA PROFESSIONAL DEPUTY ASSESSOR-COLLECTOR DESIGNATION (PDAC)

Beginning January 1, 2014

PROFESSIONAL DEPUTY ASSESSOR-COLLECTOR (PDAC)

To be awarded the TACA Professional Designation Certification Program title of Professional Deputy Assessor-Collector (PDAC) the TACA Associate member must have earned the following TACA Professional Designations:

Professional County Collector (PCC) AND
County Tax Office Professional (CTOP)

Once the PCC and CTOP designations have been awarded the TACA Associate member is required to take Advanced Courses in the following subject areas:

ADVANCED COURSE REQUIREMENTS

Leadership
Team Building
Texas Law Making
Security

Upon completion of the Advanced Training, TACA will award the TACA Associate member the Professional Certification Designation of Profession Deputy Assessor-Collector (PDAC)

In order to retain this designation the TACA Associate member must earn 20 Continuing Education Hours annually.