

DESIGNATION PROGRAM REQUIREMENTS

Real Property Administrator (RPA®)

7 Required Courses + 1 Elective Course +
Experience Requirement

Required Courses

Budgeting and Accounting
Law & Risk Management
Real Estate Investment and Finance

Facilities Management Administrator (FMA®)

6 Required Courses + 2 Elective Courses +
Experience Requirement

Required Courses

Facilities Planning and Project Management
Fundamentals of Facilities Management

Required Courses for RPA and FMA Designations

Environmental Health and Safety Issues ***
Ethics Is Good Business® ShortCourse™ *
The Design, Operation, and Maintenance of Building Systems, Part I **
The Design, Operation, and Maintenance of Building Systems, Part II **

Elective Courses (choose one)

Asset Management
Leasing and Marketing for Property Managers
Managing the Organization ***

Elective Courses (choose two)

Asset Management
Managing the Organization ***
Real Estate Investment and Finance

Systems Maintenance Technician (SMT®)

5 Required Courses

Required Courses for SMT and SMA Designations

Air Handling, Water Treatment, and Plumbing Systems **
Boilers, Heating Systems, and Applied Mathematics **
Electrical Systems and Illumination **
Energy Management and Controls **
Refrigeration Systems and Accessories **

Systems Maintenance Administrator (SMA®)

8 Required Courses
+ Experience Requirement

Required Courses for the SMA Designation

Building Design and Maintenance **
Environmental Health and Safety Issues ***
Managing the Organization ***