



2025 VAAO ELGIN “PISTOL” MCMILLIAN SCHOLARSHIPS AVAILABLE CAREERS IN PROPERTY ASSESSMENT AND APPRAISAL

Assessment involves the discovery, listing, and appraising of property for ad valorem taxation purposes. The assessor places an equitable assessed value on each parcel of real estate in a jurisdiction by estimating the property's market value. Assessment requires specialized appraisal knowledge, experience, and the ability to exercise sound judgment. A career in property assessment offers the opportunity to work with people and provide a significant public service.

Established in 1949, the Virginia Association of Assessing Officers (VAAO) is a professional organization of assessors and appraisers from state and local governments throughout the Commonwealth. The organization's mission is to improve assessment standards, disseminate information on assessment practices, and provide continuing education to its members.

VAAO SCHOLARSHIP PROGRAM

An important part of the VAAO's yearly activities is the Scholarship Program. This program is designed to assist anyone interested in entering the assessment field, particularly those interested in advancing their education, experience, and career. The 2025 VAAO Elgin “Pistol” McMillian Scholarship(s) will cover the tuition and course material fees for IAAO Course 101: Fundamentals of Real Property Appraisal, either live or virtual, hosted by the Virginia Department of Taxation's Advanced Assessors' School.

IAAO Course 101: Fundamentals of Real Property Appraisal:

- Course 101 is an introduction to valuation principles and the assessing approaches of real estate.
- Completion of this course is the first requirement for obtaining a professional assessment designation.
- Attending the school also allows the scholarship recipient to become acquainted with the assessment profession and to establish contacts with assessors in Virginia's state and local governments.

QUALIFICATIONS

Applicants for the VAAO Scholarship must meet these basic requirements:

- (1) A resident of the Commonwealth of Virginia;
- (2) Interest in the assessment profession and an adequate background in mathematics are helpful and desirable.

In addition, a member of the VAAO must sponsor each applicant. Contact with a VAAO member may be made by calling your nearest city or county real estate assessor's office and/or Commissioner of the Revenue's office.

APPLICATIONS

Mail applications to: **Cory Schaeffer, Virginia Department of Taxation, PO Box 565, Richmond, VA 23218.**
You may also email applications to: **cory.schaeffer@tax.virginia.gov**

Applications must be received by **March 5, 2025**, for consideration. The VAAO Scholarship Committee will select the recipient(s); all recipient(s) will be notified of the committee's decision by **March 14, 2025**.



2025 VAAO ELGIN "PISTOL" MCMILLIAN SCHOLARSHIP APPLICATION VIRGINIA ASSOCIATION OF ASSESSING OFFICERS

The Virginia Association of Assessing Officers and the Virginia Department of Taxation are proud to announce this year's VAAO Elgin "Pistol" McMillian Scholarship for IAAO Course 101: Fundamentals of Real Property Appraisal for the period between April 1 - December 31, 2025. The scholarship for IAAO Course 101 will cover tuition, course materials, and the exam. Recipient(s) must provide their own transportation, computer, audio, visual, and internet connection. Applicants should complete this form, signed by a sponsoring VAAO member, and return it to:

ATTN: Cory Schaeffer
Virginia Department of Taxation
PO Box 565
Richmond, VA 23218

or via email: Cory.Schaeffer@tax.virginia.gov

For questions or assistance, you may contact a VAAO member by calling your nearest city or county real estate assessor's office and/or Commissioner of the Revenue's office. Applications must be received by **March 5, 2025**. VAAO will notify scholarship recipients by **March 14, 2025**.

NAME: _____

CURRENT MAILING ADDRESS: _____
Street/P.O. Box City or Town State Zip Code

PERMANENT HOME ADDRESS: _____
Street/P.O. Box City or Town State Zip Code

EMAIL ADDRESS: _____

CONTACT NUMBERS: _____

EDUCATION
(Indicate secondary, business, college, graduate or other level)

1. _____
Degree/Certificate-Most Current Dates Attended-From To Subject

School Name Location

2. _____
Degree/Certificate Dates Attended-From To Subject

School Name Location

3. _____
Degree/Certificate Dates Attended-From To Subject

School Name Location

4. _____
Degree/Certificate-Oldest Dates Attended-From To Subject

School Name Location

If currently enrolled at a college or university, identify: _____



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EMPLOYMENT RECORD

(Includes full- and part-time employment beginning with most recent)

Employer Address	Position Held	Reason for Leaving	Dates
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1. _____

2. _____

3. _____

4. _____

Have you held (or applied for) a part-time or summer position in an assessor's office? If "yes", give dates and office (not a prerequisite for application).

Briefly state below your reasons for wishing to attend IAAO Course 101: Fundamentals of Real Property Appraisal, including any experience you may have had in this field.

Applicant's Signature

Date

VAAO Sponsor's Signature

Date

OFFICE USE ONLY

Committee comment and recommendation:
