Welcome to Code Enforcement. We are happy you are here!

Congratulations on your new job and thank you for reaching out to us via our website! We apologize, in advance, for the long PDF, however, this is important.

We recommend that you join AACE. Established in 1988, AACE is the national nonprofit association representing code enforcement professionals in all 50 states, the District of Columbia, and Canada. AACE has become the premier association fostering and enhancing code administration and code enforcement through our certification program, accreditation program, education, training, networking, leadership, quarterly officer check-in's, and mentoring opportunities.

The networking, education, and peer support available at the state and national level is invaluable to both new and seasoned code enforcement professionals.

Please see the below chronology for becoming a Certified Code Enforcement Officer (CCEO). For purposes of this chronology we started with the property maintenance certification (but you can start with either).

(1) Purchase the Property Maintenance & Housing Inspector exam and Zoning Inspector exam reference materials from the ICC store [here](#). We also encourage purchasing the commentary versions of the code (if one is available for the code cycle you are looking at). They are a little more expensive but do a great job of explaining the logic behind the code.

(2a) Purchase the IPMC study guide [here](#). We find the study guide very helpful. The exam includes practice questions that can be taken over and over. Give yourself about 90 days for this step.

(2b) Take an IPMC class from ICC, AACE, or another provider. AACE offered an IPMC crash course at our annual conference each year. Click on the conference page on this site to find the date and location for this year’s event.

(3) Take the Property Maintenance & Housing Inspector exam. If possible, take the exam as close to completing 2a and 2b so everything is fresh. All exams are available through [PRONTO](#) and some exams are still available through [Pearson VUE](#). AACE also offers the Property Maintenance & Housing Inspector exam at our annual conference (advanced registration is required).

(4a) Purchase the IZC study guide. Give yourself about 90 for this step.

(4b) Take an IZC class from ICC, AACE, or another provider. AACE offered an IZC crash course at our conference each year.

(5) Take the Zoning Inspector exam via PRONTO, Pearson VUE, AACE Conference, etc... Again, try to do this as close to 4a and 4b so everything is fresh. AACE also offers the Zoning Inspector exam at our annual conferences (advanced registration is required).

(6) Re-test if necessary. You can take an ICC test up to six times in a six month period.
(7) Complete and submit the Certified Code Enforcement Officer application (second to last page of the attachment).

(8) Make sure you obtain continuing education units to maintain your hard earned certifications in good standing! CCEOs need at least 3 CEUs (30 hours) every three years. That sounds easy, but 30 hours can sometimes be difficult given budget constraints, travel restrictions, lack of preferred providers, etc... You can usually obtain around 15 credits by attending an AACE conference.

(Optional) - Prior to taking the exams, we also encourage you to take a Legal Aspects of Code Administration (LACA) or similar class. These classes can be difficult to find sometimes. AACE includes LACA information during our IZC and IPMC crash courses. ICC offers this class occasionally. AACE offers several LACA related classes at our annual conferences including 4th Amendment, Preparing Cases for Court, etc...

The exam bulletin, CCEO, renewal bulletin, and other information are available here. A rough cost estimate is:

IPMC study guide - $69.00
IZC study guide - $69.00
Classes - costs vary
Legal Aspects of Code Administration - $32.50
IZC - $32.80
IPMC - 34.75
IRC - $114.00
IPMC exam - $241.00
IZC exam - $241.00
CCEO application - $50.00

The CCEO is just one step. There are additional training and certification opportunities including Certified Code Enforcement Administrator (CCEA), Master Code Enforcement Professional (MCEP), and Agency Accreditation. There are also other training and educational opportunities available including EduCode, ICC Annual Conference, and many others.

We hope this information is helpful! We are happy to follow-up with you virtually or on the telephone and answer any questions you may have. Please feel free to contact us with any questions you may have. We are here to help you and support you! Congratulations again on the new job and stay safe!