

Real Property Administrator (RPA®)

6 Mandatory Courses + 1 Elective Course
 + Ethics is Good Business® ShortCourse™ ■
 + Experience Requirement

- Law & Risk Management
- Budgeting & Accounting

Facilities Management Administrator (FMA®)

6 Mandatory Courses + 1 Elective Course
 + Ethics is Good Business® ShortCourse™ ■

- Technologies for Facilities Management
- Facilities Planning and Project Management

Required for both RPA® and FMA®

- ▲ The Design, Operation, and Maintenance of Building Systems, Part I
- ▲ The Design, Operation, and Maintenance of Building Systems, Part II
- Real Estate Investment and Finance
- ▲ Environmental Health and Safety Issues
- Ethics is Good Business® ShortCourse™

Elective Courses

- Asset Management
- Fundamentals of Real Property Administration
- Leasing and Marketing for Property Managers
- Managing the Organization

Elective Courses

- Asset Management
- Fundamentals of Facilities Management
- Managing the Organization

• denotes availability of Canadian version

▲ approved for 18 GBCI CE Hours towards the LEED® Credential Maintenance Program



■ approved for 6 GBCI CE Hours towards the LEED® Credential Maintenance Program



SYSTEMS MAINTENANCE TECHNICIAN AND ADMINISTRATOR REQUIREMENTS

Systems Maintenance Technician (SMT®)

5 Mandatory Courses

Systems Maintenance Administrator (SMA®)

8 Mandatory Courses

Required for both SMT® and SMA®

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

Required for the SMA®

- Administration
- Building Design and Maintenance
- Environmental Health and Safety Issues • ▲

SMA® graduates who would like to get their RPA® or FMA® designation are eligible to receive credit for three courses: The Design, Operation, and Maintenance of Building Systems, Part I and Part II, and Environmental Health and Safety Issues. RPA® and/or FMA® graduates who would like to get their SMA® designation are eligible to receive credit for two courses: Building Design and Maintenance, and Environmental Health and Safety Issues.