AICP Exam
Fall 2015

Steamboat Springs
October 2, 2015
Today’s Schedule

- Who are we? Who are you? Why are we here? Where’s the bathroom?
- THE EXAM: Basics and Beyond
- BREAK
- Practice Makes Perfect
- BREAK
- How’d you do?
- Tips & Resources
- More Advice
Who are we?

• Tareq
  – Blah, blah, blah.....

• Summer
  – Blah, blah, blah.....
Who are you?

• Name.
• Planning affiliation (Student? Job? World saver?).
Why are we here?

• Who is taking the exam in November?
• Who is thinking about taking the exam in May 2016?
• Who had their colleague shanghai them into this late conference session?
Where is the bathroom?

Down the hall, to the left.
Why AICP?

- Distinction among peers and public.
- Enhanced opportunities.
- Higher salary.
- Letters after your name.

TAREQ
FUN FACT: APA has approximately 40K members, of which approximately 15,500 have AICP certification. For stats nerds out there – that’s roughly 38%.
The Exam

- ½-hour tutorial
- 3 ½ hours for 170 questions
- 20 are “pre-test” questions (not counted)
- Unofficial results IMMEDIATELY
- Official results 6 – 8 weeks
Exam Content

- Plan Making & Implementation (30%)
- Functional Areas of Practice (25%)
- Spatial Areas of Practice (15%)
- History, Theory, and Law (15%)
- Public Participation & Social Justice (10%)
- AICP Code of Ethics (5%)
Plan Making and Implementation

- Covers a broad variety of topics:
  - Visioning and goal setting
  - Quantitative and qualitative research methods
  - Demographics
  - Economics
  - Budgeting and Finance
  - Growth management techniques

TAREQ
Sample Questions for Plan Making

A comprehensive plan can be best described as...

A. A device to provide flexibility within the zoning ordinance
B. A plan that is required for local governments in all states except for Florida
C. A long-range planning policy document providing direction for future decisions on various issues related to community development
D. Something that does not run with the land and does not apply to future landowners
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- Plan Making & Implementation
- Functional Areas of Practice
- Spatial Areas of Practice
- History, Theory, and Law
- Public Participation & Social Justice
- AICP Code of Ethics

TAREQ
## Functional Areas of Practice

- Community development  
- Comprehensive or long-range planning  
- Development regulation or administration  
- Economic development and revitalization  
- Economic analysis and forecasting  
- Educational, institutional, or military facilities planning  
- Energy policy  
- Food system planning  
- Growth management  
- Hazard mitigation and disaster planning  
- Historic preservation  
- Housing  
- Infrastructure  
- Labor force or employment  
- Land use  
- Natural resources and the environment  
- Parks, open space and recreation  
- Planning law  
- Policy planning  
- Public services  
- Social and health services  
- Transportation  
- Urban design
Sample Question for Functional Areas of Practice

Which of the following is the BEST answer for the term RLUIPA?

A. RLUIPA stands for Religious Land Use and Institutionalized Persons Act of 2000
B. Local governments may not impose a land use regulation that imposes a substantial burden on the religion of a person or a religious institution
C. RLUIPA is a protection by the federal government for churches from local zoning
D. All of the above.
Sample Question for Functional Areas of Practice

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*D. All of the above.*
Exam Content

- Plan Making & Implementation: 30%
- Functional Areas of Practice
- Spatial Areas of Practice
- History, Theory, and Law: 25%
- Public Participation & Social Justice: 15%
- AICP Code of Ethics: 15%

TAREQ
Spatial Areas of Practice

• Specific to geographies:
  – Planning at the national level
  – Planning for urban areas
  – Planning for corridors, neighborhoods, waterfronts
Sample Question for Spatial Areas of Practice

GIS is an acronym for:

A. Geography Information and Systems
B. Gastro Intestinal System
C. Grand Indoor Stadium
D. Geographic Information Systems
Sample Question for Spatial Areas of Practice

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- AICP Code of Ethics: 5%

SUMMER
History, Theory, and Law

- History of planning
- Planning Law
- Theory of planning
- Patterns of human settlement
Sample Question for History, Theory, and Law

The period between 1860 and 1870 in the US saw the beginning of suburbanization, with the creation of small settlements beyond the larger cities. Which of the following cities exemplifies this early American suburbanization?

A. Radburn, NJ
B. Riverside, IL
C. Lake Forest, IL
D. Elk Grove, CA
Sample Question for History, Theory, and Law

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Public Participation and Social Justice

• Public involvement
• Public participation techniques
• Social justice issues
• Methods for working with diverse communities
Sample Question for Public Participation and Social Justice

A Delphi Method can best be described as which of the following?

A. A series of questionnaires sent out, to a pre-selected group of experts
B. Citizens addressing themselves to proposals through workshop formats
C. Citizens vote their approval or disapproval by official ballots
D. An intensive, interactive problem-solving process with meetings convened around a specific plan
Sample Question for Public Participation and Social Justice

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SUMMER
AICP Code of Ethics

A. Principles to Which We Aspire
B. Our Rules of Conduct
C. Our Code Procedures
D. Planners Convicted of Serious Crimes – Automatic Suspension of Certification
Sample Question for AICP Code of Ethics

Under the AICP Code of Ethics, all of the following may be considered a potential conflict of interest for a public planner EXCEPT:

A. Stopping or "derailing" public participation in a long-range planning process.
B. Working for a developer who has an action before the City Council.
C. Processing a rezoning application for property that the planner him/herself owns
D. Accepting a new bbq grill on their birthday from a local development firm.
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BREAK TIME
Practice, practice, practice.
Practice Test

- Old school – pen and paper.
- 48 questions.
- Ratio of questions similar to exam.
- 1 hour to complete.
Test + Break = 1 hr 15 min

RETURN @ #:##
Sooooo, how’d you do?
A comprehensive plan can best be described as:

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TAREQ
C: A long-range planning policy document providing direction for future decisions on various issues related to community development.
Which of the following pieces of federal legislation focused on slum clearance?

A. 1906 Antiquities Act  
B. 1934 Federal Housing Act  
C. 1949 Housing Act  
D. 1968 New Communities Act
What type of regulations preserve land records by platting and mapping?

A. Development
B. Zoning
C. Subdivision
D. Land Use

TAREQ
C: Subdivision
According to this principle cities, towns, and counties have no powers other than those assigned to them by state governments:

A. Rough Proportionality Test  
B. Home Rule  
C. Tulloch Rule  
D. Dillon’s Rule
What is the floor area ratio of the building shown below?

A. .25
B. 1.0
C. .75
D. 4.0

SUMMER
B: 1.0
Gross floor area/total area of lot = FAR
A 2015 article titled “Simplify That Code!” in Planning Magazine focused on the importance of integrating more form standards for large urban areas.

A. True
B. False

TAREQ
B: False. The article was focused on rural and small town areas.
Who is the Ethics Officer referred to in the AICP Code of Ethics?

A. President of the Colorado Chapter of the American Planning Association
B. Professional Development Officer of the Colorado Chapter of the American Planning Association
C. Executive Director of the American Planning Association
D. President of American Institute of Certified Planners
The landmark case Agins v. City of Tiburon (1980) established a test – a regulation is a taking if it can be shown that it:

I. Prompts a property owner to file a lawsuit.
II. Deprives property of all economically viable use.
III. Creates a nuisance on the affected property.
IV. Fails to advance a legitimate governmental interest.

A. I and II
B. II and IV
C. II and III
D. III and IV

SUMMER
B: II – Deprives property of all economically viable use, and IV – Fails to advance a legitimate governmental interest.
In the U.S. the "Neighborhood Unit" is attributed to:

A. Clarence Perry
B. Lewis Mumford
C. Kevin Lynch
D. Ian McHarg

SUMMER
A: Clarence Perry
What type of land accounts for about 2/3 of the privately held lands in the U.S.?

A. Transportation Routes  
B. Agricultural  
C. Residential  
D. Industrial and Commercial

TAREQ

B: Agricultural. Urban Land is only about 3% according to the USDA.
In general, area wide planning organizations and regional organizations do NOT do which of the following?

A. Provide grantsmanship and planning assistance to member governments.
B. Encourage intergovernmental coordination.
C. Function as a separate layer of government.
D. Plan for new kinds of intergovernmental services.

SUMMER
C: Function as a separate layer of government.
NOTE: Powers and duties of a regional planning agency include developing a regional comprehensive plan, administration, education, and review of regional impacts and projects. In some cases a local government may transfer some local government powers to a regional agency but that is not usually the case.
A Strategic Plan involves:

I. Focusing on a limited issue, problem, or project.
II. An open process that is not dictatorial.
III. Identification of S.W.O.T.
IV. Identification of resources that can be used to achieve identified goals.

A. I
B. I and II
C. II, III, and IV
D. All of the above

SUMMER
D: All of the above
Effective personnel management includes which of the following:

I. Open communication
II. Adequate staff meetings
III. Treating staff with respect and professionalism
IV. Keeping staff informed of important policies or problems

A. I only
B. I and II only
C. I, II, and III
D. I, II, III, and IV

TAREQ
D: I, II, III, and IV
The Environmental Indicators Initiative includes all but which of the following:

A. EPA's long-term goal is to improve the indicators and data that are used to guide the Agency's strategic plans, priorities, performance reports, and decision-making

B. A document that will identify where research, data quality improvements, and information are already sufficient

C. Identify where additional research, data quality improvements, and information are needed

D. Will improve the Agency's ability to report on the status of and trends in environmental conditions and their impacts on human health and the nation's natural resources

TAREQ
B: A document that will identify where research, data quality improvements, and information are already sufficient.
NOTE: they identify where research/data is needed, not where it is sufficient
An urban municipality has received grant funding to restore riparian buffers in order to improve the untreated water quality of the municipality’s public water, which is drawn partially from surface waters. Which of the following steps is not necessary to get the project underway?

A. Research existing databases for information on water quality within the source waters' watershed.
B. Determine ownership of parcels along all surface waters within the municipality.
C. Review aerial photography to assess conditions adjacent to waterways within the source waters' watershed.
D. Research the most effective riparian buffer restoration methods for water quality improvement (such as differing buffer widths and vegetation type).
E. Contact adjacent municipalities that contain any of the source waters' watershed.

TAREQ
B: Determine ownership of parcels along all surface waters within the municipality. NOTE: This exact step isn’t necessary until later in the process. Not required to get project underway.
In drafting a neighborhood plan, what is the most efficient and effective way to ensure that the interests of all groups have been addressed?

A. Send a copy of the plan to all ethnic, religious, and social organizations in the neighborhood and request written comments.

B. Conduct focus group meetings in the neighborhood to discuss plan concepts and issues prior to drafting the plan.

C. Conduct statistically valid public opinion polls of residents to determine their issues and desires.

D. Hold a public hearing on the draft plan at a regularly scheduled Planning Commission meeting.

SUMMER
B: Conduct focus group meetings in the neighborhood to discuss plan concepts and issues prior to drafting the plan.
Which case established that NEPA has judicially enforceable duties?

A. Sierra Club v Morton
B. Citizens to Preserve Overton Park v Volpe
C. Construction Industry of Sonoma County v Petaluma
D. Calvert Cliffs’ Coordinating Committee v Atomic Energy Commission

SUMMER
D: Calvert Cliffs’ Coordinating Committee v Atomic Energy Commission
A planner’s primary obligation is:

A. To be conscious of others.
B. To protect the environment.
C. To serve the public interest.
D. To further economic development.

SUMMER
C: To serve the public interest.
Which of the following is now dealing with the issues of logging, oil exploration, and beach access with comprehensive planning?

A. RLUIPA
B. TMU
C. Fish and Wildlife Service
D. GAZBE

TAREQ
C: Fish and Wildlife Service
NOTE: From local planning issues such as recreational beach access to the national policy debate over opening up refuges to oil exploration in Alaska, there are several issues that affect the managing of the refuges that distract from their primary role of wildlife and habitat conservation.
TDM stands for:

A. Tennessee Development Managers  
B. Transportation Demand Management  
C. Transportation Deviation of Modes  
D. Transit Demand Model  

TAREQ  
B: Transportation Demand Management
Capital Improvement Programming or Planning (CIP) involves which of the following?

I. It is linked to the goals of the comprehensive plan  
II. The annual Capital budget is the first year of usually 10-20 year programs  
III. Monitoring and evaluating the progress of the capital projects  
IV. Informing the public

A. I and II  
B. III and IV  
C. I, III, and IV  
D. All of the above

TAREQ  
C: I, III, IV  
NOTE: Capital Improvement Programming involves capital projects that are linked to the comprehensive plan. The annual Capital budget is the first year of usually a 5-10 year program. Most cities have a 6 year program. It involves estimating capital requirements, scheduling, budgeting priority projects, coordinating, monitoring and evaluating, and informing the public.
In 1959, Patrick Geddes wrote which of the following books that created the foundation for regional planning theory in America?

A. The Culture of Cities
B. Cities in Evolution
C. Regional Survey of New York and Its Environs
D. Tomorrow: A Peaceful Path to Real Reform
Which of the following best describes a Datum?

A. The memory of a computer
B. The signature date on a deed
C. A line, point, or surface from which elevations are measured or indicated
D. The decision of a court for the plaintiff

TAREQ
C: A line, point, or surface from which elevations are measured or indicated.
Which of the following techniques is a means of forecasting future population?

I. Building Permits Issued
II. Cohort Survival
III. Symptomatic Method
IV. New Electric Hookups

A. II
B. II & III
C. I, III, & IV
D. All of the above

TAREQ
A: II
NOTE: Symptomatic method is not always population dependent. This is a method to relate changes in objectionable data to predict changes in the population as a whole.
The three sections of the Ladder of Participation are:

I. Citizen Power
II. Tokenism
III. Non-participation
IV. Community Involvement

A. II and III
B. I, II, and IV
C. III and IV
D. I, II, and III

SUMMER
D: I, II, and III
Which of the following represents a technique used by planners for primary data collection?

I. Survey Research
II. Direct Measurement
III. Observation
IV. Census Data

A. IV, III
B. I, II, III
C. I
D. All of the above

NOTE: Primary data is data collected first hand, directly by the planner, directly from the subjects under study. Survey research, direct measurement, and observation are the three main techniques associated with primary research. Using census data represents secondary research, that is compiling and analyzing data that has already been collected. Source: Rea & Parker, Designing and Conducting Survey Research. Josey Bass Publishing. 1992.
Planning and Natural Hazard Mitigation:

A. Are best coordinated through the comprehensive plan
B. Should not be combined without first working through a disaster
C. Are increasingly coordinated since the Disaster Mitigation Act of 2000
D. Are typical departments within a municipality

TAREQ
C: Are increasingly coordinated since the Disaster Mitigation Act of 2000
Which of the following best describe the composition of the block highlighted below?

A. 50% Residential, 25% Park, 25% Retail  
B. 74.32% Residential, 9.76% Park, 15.87% Office  
C. 65% Residential, 15% Park, 20% Retail  
D. 65% Multi-Family Residential, 15% Park, 20% Retail

TAREQ  
C: 65% Residential, 15% Park, 20% Retail
Which techniques involves examining three components of regional employment growth between two periods of time?

A. Shift-Share Analysis
B. Location Quotient
C. Forecasting Population
D. Localization Coefficient

TAREQ
A: Shift-Share Analysis
NOTE: Shift-Share analysis evaluates the strengths and weaknesses of a specific region's industries. It shows how well the region's mix of industries are performing, and how well the region's individual industries are performing. This analysis examines three components of regional employment growth (National growth, Industry Mix, and Competitiveness) between two periods of time. These three components are added to obtain the total change in employment of a specific industry.
According to the U.S. Census Bureau, this designation is described as a small, relatively permanent statistical subdivision, usually of contiguous area and having an optimal population size of 4,000.

A. Census Block
B. Census County Division
C. Census Tract
D. Census Designated Place
A developer contacts you with an opportunity to use your expertise as a paid consultant in a matter not pertaining to your employer’s jurisdiction. You would work only on weekends. You should:

A. Notify your employer prior to accepting the job.
B. Accept the job with no notification to your employer.
C. Decline the job.
D. Decline the job and notify your employer of the offer.

SUMMER
A: Notify your employer prior to accepting the job.
What month has the American Planning Association designated as “National Community Planning Month?”

A. January  
B. April  
C. July  
D. October

SUMMER
D: October
This can be described as a scheduling technique that graphically depicts the interrelationships of the tasks that make up the project.

A. Critical Path Programming
B. Regression Analysis
C. Linear Programming
D. PERT

NOTE: PERT was developed by the US Navy in 1957. Program Evaluation & Review Technique
A developer dedicating a certain amount of open space for the creation of park land in their new development is an example of what?

A. Improvement Standards
B. Exactions
C. Growth Management Controls
D. Recordation Standards

TAREQ
B: Exactions
According to the APA, in the Great Neighborhood program, most of the neighborhoods recognized include at least one of the following:

A. Bus Shelter
B. Public Space
C. Mix of Housing
D. Gateway Sign
Which is the BEST answer for the term RLUIPA?

A. RLUIPA stands for Religious Land Use and Institutionalized Persons Act of 2000
B. Local governments may not impose a land use regulation that imposes a substantial burden on the religion of a person or a religious institution
C. RLUIPA is a protection by the federal government for churches from local zoning
D. All of the above.

TAREQ
D: All of the above
The Policy Delphi method can be defined as:

A. Successive rounds of argument and counter argument that work towards a consensus.
B. An intensive, interactive problem solving process.
C. A group that is presumed to represent the attitudes and ideas of the smaller, local groups.
D. A collection of citizens who participate in workshops to process various land use related proposals.

SUMMER
A: Successive rounds of arguments and counter argument that work towards a consensus.
Which of the following is not true about a Metropolitan Planning Organization (MPO)?

A. They are federally mandated for urbanized areas with a population over 250,000.
B. They channel federal funds for transportation projects.
C. They maintain a long-range transportation plan for a region.
D. Their decision-making committees can be comprised of a mix of local, state, and federal representatives.

TAREQ
A: They are federally mandated for urbanized areas with a population over 250,000.
NOTE: The UZA requirement is 50,000 people.
An area intended for a future shopping district would be depicted as what color on a Comprehensive Plan Land Use Map?

A. Yellow
B. Green
C. Red
D. Purple

SUMMER
C: Red
How many conflict points are there at a modern roundabout?

A. 2
B. 4
C. 8
D. 16

NOTE: Roundabouts or traffic circles are considered to be the most attractive and safest forms of traffic controls in the world. "Roundabouts slow all vehicles, provide refuge for pedestrians, and are the only traffic control devices that can elegantly accommodate trees and plant material, bubbling fountains or sparkling statues."

Roundabouts have 16 basic conflict points (8 vehicle to vehicle conflict points and 8 vehicle to pedestrian conflict points). A typical 4-way intersection has 56 basic conflict points (32 vehicle to vehicle conflict points and 24 vehicle to pedestrian conflict points). Source: Landscape Architect & Specifier News, February 1998, Pages 42-43.
Put these fastest growing U.S. metropolitan areas from 200-2010 in order.

I. Cape Coral-Ft. Myers, FL
II. Las Vegas-Paradise, NV
III. Palm Coast, FL
IV. St. George, UT
V. Raleigh-Cary, NC

A. I, II, III, IV, V
B. III, IV, V, II, I
C. III, IV, II, V, I
D. III, IV, I, II, V

TAREQ
C: III – Palm Coast, FL, IV – St. George, UT, II – Las Vegas-Paradise, NV, V – Raleigh-Cary, NC, I – Cape Coral-Ft Myers, FL

Greeley, CO was number 7 on that list.
A variance can be described as:

A. A form of relief from requirements of an ordinance based upon “unnecessary hardships”
B. An unnecessary hardship on a land owner
C. Something that cannot be granted by a Board of Adjustment
D. Something that cannot be granted by a Board of Zoning Appeals

TAREQ
A: A form of relief from requirements of an ordinance based upon “unnecessary hardships.”
Which of the following terms describes a site that has been previously developed with at least 50% of its surface area covered by impervious surface?

A. Greyfield
B. Brownfield
C. Infill
D. Greenfield

SUMMER
A: Greyfield
This can be described as uses, structures, or site conditions that existed prior to a zoning ordinance and are not in compliance with its provisions.

A. Special Use Permit
B. Nonconformities
C. Variance
D. Subdivision Regulation
Which of the following groups of abbreviations stand for the names of federal legislative acts?

A. RLUIPA, CERCLA, SARA
B. NPDES, TMDL, BFE
C. SEF, TW, CA-CO
D. NO2, CO, BOD

SUMMER
A: RLUIPA, CERCLA, SARA
Cities use this type of zoning to encourage development that exceeds the minimum standards by offering benefits such as density bonuses to the developer.

A. Incentive
B. Exclusive Classification
C. PUD
D. Overlay Zones

TAREQ
A: Incentive
Comprehensive Plans are always required to incorporate a recreation and tourism component.

A. True
B. False

This is true in Colorado, by statute, but is not a federal mandate.
The “Tiny House Movement” is best described as:

A. A direct response to the Texas McMansion
B. The appropriate terminology for affordable housing in poor neighborhoods
C. Advocacy for micro-housing units that are affordable and fit an increasingly desirable lifestyle
D. Something that Americans departed from after WWII

TAREQ
C: Advocacy for micro-housing units that are affordable and fit an increasingly desirable lifestyle.
Tips and Resources You Can’t Refuse
Early and Often

- You know your style.
- Devote 80 to 100 hours in study time.
- Expose yourself to practice questions.
- Make your own note cards.
- Utilize study groups.
Focus Your Energy & Effort

- Know what you know.
- Biggest BANG for your buck.
- That’s cool! I should really know that for work.
- Flash cards: When are there too many?
- Sadly, There Is No Magic Bullet.
More Study Tips

• Tutorial and Practice Tests.
• Don’t memorize questions.
• Read.
• Don’t personalize information.
Study Resources

APA Website
www.planning.org/certification/examprep/
- Exam Prep 3.0 – Online
- National Prep Session PDF- sample Q’s
- Selected Reading List
- Computer-based exam tutorial
- APA Policy Guides www.planning.org/policy/guides
- PAS reports
Study Resources

Selected Non-APA Sites & Resources

- www.planningprep.com
  - 7 sample exams of 150 Qs
  - FREE!

- www.planetizen.com
  - Online sample exams & reading guide
  - Claims 90% pass rate in 2013
  - Not even close to Free ($199)
Online AICP Exam Prep PPT Presentations

- For overview of all subject sections
  - Oregon Chapter 2012 prep session
  - National on the AICP exam prep page (in “Notes” format)

- For deeper delves in specific areas
  - PA: Spatial Areas of Practice
  - NJ: Functional Areas of Practice, housing & community development
  - National: Plan-making & Implementation

- Google: “AICP [subject area name]”
Have You Been on the Tube?

TAREQ
And We Can’t Forget…

www.apacolorado.org
Always improving
Study groups (and contact info)
New materials

TAREQ
Test Taking Tips

• Know what you’re getting into.

• Mom’s always right.

• Know the answer. Read the answer. Pick the answer.

  – Exception: skim the answers before reading long questions to help you pick out the relevant details.

• Use the MARK.

• **DON’T PANIC.**
Straight From the Horse’s Mouth

Find a Study Buddy! It motivated me and helped me ID what sections and topics I needed to study more (and what I could study less).
Straight From the Horse’s Mouth

Studying for and passing the AICP exam was not only a major professional milestone, but also a great reason to reexamine many of the theories and foundations of planning underlying and supporting my daily planning practice.
Memorization sucks, and unfortunately that's a lot of what this exam requires. Find association games that will stick in your brain.
GOOD LUCK!

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