



AUTOMOTIVE – FALL 2019

DAMAGE APPRAISAL and APPRENTICESHIP courses

Take the first steps to becoming an **Auto Damage Appraiser** in Massachusetts through MassBay's Damage Appraiser's and Apprenticeship courses; approved by the Massachusetts Division of Insurance.

The Certified Damage Appraiser's course is designed for claims professionals, auto body technicians and others. Students will be trained for Part I of the Massachusetts Automobile Damage Appraisers License Examination. The course includes in-depth discussion of insurance regulations, policy arbitration, and work completion forms, use of Flat Rate Manuals, collision diagnosis, cost estimation and preparation of written estimates.

MASS State Licensing Requirements: Motor Vehicle Damage Appraiser

1. A work experience letter from a licensed Massachusetts appraiser with whom you have worked for a period of at least three (3) months. This letter must be signed by the appraiser and his seal affixed.
(MassBay's two courses provide the necessary 3 months of work experience)
2. A copy of certification received from a Board approved damage appraiser course.
(MassBay's courses are approved by the State Board.) PLEASE NOTE: Two years practical work experience writing appraisals, may be substituted for the required course work.
3. If you have had any convictions, a transcript from the courts identifying the offense(s) and a letter of explanation should be included.
4. Submit a check for \$100.00 made payable to the COMMONWEALTH OF MASSACHUSETTS for application processing and examination registration to the Auto Damage Appraiser Licensing Board, 1000 Washington St, Suite 810 Boston, MA 02118-6200.

Certified Damage Appraisal • Part I

PRICE: \$550

DATES: Tue & Thu • 9/3/19 - 11/7/19

TIME: 6:30PM - 9:30PM

4-DIGIT CLASS NUMBER: 8811

COURSE SUBJECT and NUMBER: AU400

SECTION: 300

Auto Damage Apprenticeship • Part II

PRICE: \$275

**DATES: Initial class: Wednesday 11/6, then
Tue & Thu • 11/12/19 - 12/19/19**

TIME: 6:30PM - 9:30PM

4-DIGIT CLASS NUMBER: 8936

COURSE SUBJECT and NUMBER: AU403

SECTION: 300

Both classes are held on the Ashland campus: 250 Eliot Street, Ashland, MA 01721 (Room 130)

To register: Use online registration form found at www.massbay.edu/registercpwd
or download the form then email completed form to: registrar@massbay.edu

For more information contact: (508) 270-4100 • cpwd@massbay.edu