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**

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)

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.

If you have had any convictions, a transcript from the courts identifying the offense(s) and a letter of explanation should be included.

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  
**TIME:** 6:30PM - 9:30PM  
**COURSE:** CERTIFIED DAMAGE APPRAISER’S CLASS NUMBER: #1022 AU 400-300  
**COURSE:** AUTO DAMAGE APPRENTICESHIP CLASS NUMBER: #1918 AU 403-300  
**LOCATION:** Remote (Online)

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

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