



# AUTOMOTIVE – SPRING 2020

## 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 • 1/28/20 - 4/2/20**  
**TIME: 6:30PM - 9:30PM**  
**4-DIGIT CLASS NUMBER: 1273**  
**COURSE SUBJECT and NUMBER: AU400**  
**SECTION: 300**

#### **Auto Damage Apprenticeship • Part II**

**PRICE: \$275**  
**DATES: Tue & Thu • 4/21/20 – 6/2/20**  
**TIME: 6:30PM - 9:30PM**  
**4-DIGIT CLASS NUMBER: 2151**  
**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](http://www.massbay.edu/registercpwd) or download the form then email the completed form to: [registrar@massbay.edu](mailto:registrar@massbay.edu)

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