

# Associate (ACILA)

*The CIL A Associate membership grade is the gold standard in claims. It demonstrates that you have considerable depth and breadth of knowledge and also proven experience in the successful handling of claims. Becoming an Associate of the CIL A is a significant achievement and enables you to describe yourself as a Chartered Loss Adjuster.*

The CIL A Associate qualification is recognised on the Qualifications and Credit Framework (QCF) at Level 7 (Masters).

## How will I be assessed?

To become an Associate of the CIL A you must pass an assessment process called Accreditation for Chartered Status (ACS). The assessment criteria includes technical knowledge, informed decision making, effective claim management and effective communication.

*The ACS process requires you to successfully pass:*

### Assessment



*A 3½ hour written exam and a 3000 word Critical Analysis of a claim*

The ACS assessment process is only available to CIL A members who have successfully acquired the CIL A Advanced Diploma qualification.

In addition to completing the ACS assessment process you must also demonstrate that you have at least 5 years experience working as a loss adjuster (reduced to 3 years if you hold a professional qualification approved by the Institute). If this experience is gained whilst working for a Chartered Loss Adjusting firm/s you will be eligible to become an Associate of the CIL A (ACILA).

If this experience is gained whilst working for a firm/s which is not a Chartered Loss Adjusting firm you will be eligible to become a Certified Member of the CIL A (MCIL A).



## How much will it cost?



*The entry fee for the ACS assessment process is*

**£150**

## How do I apply?

### ACS Exam & Critical Analysis



There are two exam sittings per year for the CILA ACS exam, one in April and one in October. When you feel ready to take the exam, you can book a sitting through the CILA website using your online account My CILA.

Please note that exam bookings must be made by 31st January for the April exam sitting and 31st July for the October exam sitting.

Your Critical Analysis can be submitted at any time, just email the Institute at: [info@cila.co.uk](mailto:info@cila.co.uk)

## Further Progression

### Fellow



*The CILA Fellow membership grade is available to Associates who have completed 5 years of Continuing Professional Development (CPD) in a role where their predominant activity is the investigation, management, quantification, validation and resolution of Property, Casualty or any other losses.*

### Professional Development (Loss Adjusting) MSc



*Associates and Fellows of the CILA are eligible to undertake a part time course through Bournemouth University with the aim of attaining a Master's qualification entitled Professional Development (Loss Adjusting) MSc.*



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