

Associate (ACILA)

*The CILA 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 CILA is a significant achievement and
enables you to describe yourself as a Chartered Loss Adjuster.*

The CILA 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 CILA 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



1. A 3½ hour computer based essay exam
2. A 3000 word Critical Analysis of a claim

The ACS assessment process is only available to CILA members who have successfully acquired the CILA 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 CILA (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 CILA (MCILA).

How much will it cost?



ACS Exam

£200



Critical Analysis

£50

How do I apply?

ACS Exam



1. Select your specialism

The ACS exam includes a scenario and questions which are relevant to particular types of insurance.

In advance of the exam sitting, candidates are therefore asked to select an ACS exam paper from a choice of: Property (Domestic), Property (Commercial), Liability, Business Interruption, Subsidence or Aviation.



2. Purchase exam voucher

To enter the ACS exam you start by purchasing the exam voucher for the exam you wish to sit via the Pearson VUE webstore:
<http://www.mindhub.co.uk/>

Please note that each exam voucher has an expiry date and you should aim to sit the exam within this date.

Should you be unable to sit the exam within the expiration date you may request an extension by emailing info@cila.co.uk



3. Schedule your exam

When you feel ready to take an exam, you can schedule a date, time and location via the Pearson VUE website using your Pearson VUE account:
<http://www.pearsonvue.com/cila/>

Critical Analysis



Your Critical Analysis can be submitted at anytime, just email the Institute at: 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 MRes



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 MRes.

The Chartered Institute of Loss Adjusters
20 Ironmonger Lane London EC2V 8EP

tel +44 (0)20 3861 5720

email info@cila.co.uk

www.cila.co.uk

