



## Routes to membership

If you currently work in the vehicle repair industry, the IAEA could be just for you. Whether your skills lie in body, mechanical, paint, estimating, imaging or you're already an assessing engineer, we can help you develop and improve your professional knowledge.

Membership with the IAEA means gaining an industry-recognised qualification that adds value to you and your career. As we are one of the most established and respected professional bodies in the industry, our qualification is synonymous with capability and competence.

To take the next step in your career and be recognised among your peers visit IAEA online: [www.iaea-online.org](http://www.iaea-online.org)

Whether you are just starting out in your career, have gained an IAEA approved qualification or are an experienced engineer, there is a level appropriate for you. The levels of membership are as follows:

### Affiliate

You will need to have a comprehensive education, training and or experience relevant to motor vehicle repair and be currently employed in the industry.

The Affiliate grade does not confer competence and as such the grade does not entitle the member to use post nominals.

### Associate

You will need to have a comprehensive education, relevant training record and experience relevant to motor vehicle repair and be currently employed in the industry

In addition to this, you will have passed the Institute's oral examination in the last four years or passed two of the Institute's written examinations or the equivalent.

You will also need to have passed the Institute's practical examination or equivalent within the last four years.

Associate members are entitled to use the post nominals **A.Inst.AEA**

### Full Member

You will need to have a comprehensive education, relevant training record and experience relevant to motor vehicle repair as well as being engaged as an engineer assessor in an automotive assessing role in connection with automotive damage claims.

In addition to this you will also have passed at least four of the Institute's written.

You will also need to have passed the Institute's practical examination or equivalent within the last four years.

Full Member grade entitles the use of the post nominals **M.Inst.AEA**

## IAEA Examination Syllabus and Assessment

### Oral Examination

Candidates are required to have studied the IAEA Oral Manual before the examination, knowledge is assessed by a panel interview with two IAEA examiners present. The syllabus for the oral examination covers vehicle technology, salvage categorisation, insurance principles, motor insurance, contract law, consumer law and the UK legal system relevant to motor insurance. Full details of the syllabus can be on the website.

The panel interview will be no longer than 40 minutes and ten questions are asked by the examiners, candidates are required to answer all questions and will be assessed on their verbal response to each question. The pass mark is 60%.

The question set for all candidates will include a question on the ABI Code of Practice for the Categorisation of Vehicle Salvage, candidates are required to achieve at least 60% of the available marks for this question to be successful in the oral exam. The assessors will clearly identify this question during the exam.

The result and any feedback will be provided shortly after the exam. The exams are assessed remotely using Teams or a similar online platform. Exam sessions are available monthly.

Candidates purchasing the IAEA Oral Manual are enrolled on this study path for two years, during this time they will receive updates to the study text. Candidates who have not successfully completed their oral exam before the expiry of their enrolment are required to pay an additional fee to update their study materials and sit the examination.

The recommended study time for the oral examination is 50 hours, however, this is only a guide and will vary depending on experience and prior knowledge.

### Written Examinations.

There are five written examinations, three are compulsory and candidates are required to complete four modules. For modules 2-5 knowledge is assessed by an online assessment containing short question/case study type questions and exams are scheduled weekly. Section 1 remains an invigilated exam and is available in June every year.

**Section 1.** Basic Principles of Maths and Physics Applicable to Accident Reconstruction

**Section 2.** Motor Vehicle Legislation as related to Insurance Principles (Compulsory)

**Section 3.** Principles and Practice of Vehicle Damage Assessment (Compulsory)

**Section 4.** Motor Insurance (Compulsory)

**Section 5.** Motor Vehicle Technology

Candidates purchasing the IAEA written sections are enrolled on individual modules for two years, during this time they will receive updates to the study text. Outside of the two years, candidates can update their study text by paying the update fee. An examination fee is payable for each examination. The enrolment also includes the support of a distance learning tutor, candidates can submit an exam style assignment and receive feedback from their tutor.

**Section 1** Basic Principles of Maths and Physics Applicable to Accident Reconstruction

- Candidates select 5 out of 6 short answer style questions.
- Examination duration: 3 hours
- Pass mark: 60%

**Section 2** Motor Vehicle Legislation as related to Insurance Principles (Compulsory)

- Candidates select 5 out of 6 short answer style questions.
- Examination duration: 2.5 hours
- Pass mark: 60%

**Section 3** Principles and Practice of Vehicle Damage Assessment (Compulsory)

- Candidates select 5 out of 6 short answer style questions.
- Examination duration: 2.5 hours
- Pass mark: 60%

**Section 4** Motor Insurance (Compulsory)

- Candidates select 5 out of 6 short answer style questions.
- Examination duration: 2.5 hours
- Pass mark: 60%

**Section 5** Motor Vehicle Technology

- Candidates are required to answer all 5 short answer style questions.
- Examination duration: 3 hours
- Pass mark: 60%

The recommended study time for each module is 100 hours, with the exception of section 3 which is 50 hours. This is only a guide and will vary depending on experience and prior knowledge. The syllabus for each module can be found on the IAEA website.

### **Practical Examination.**

Candidates are required to complete two physical vehicle assessments using eScribe or another suitable assessment platform. There will also be one image supported vehicle assessment.

For the image-based assessment: candidates will be provided with a pre-prepared and fully costed vehicle repair specification including supporting vehicle images and will be required to review the content of the assessment for accuracy. The assessment will take place over a full day and the assessor will be present at all times.

The learning outcomes assessed are:

- Vehicle appraisal and valuation.
- Repair methods costings
- Salvage knowledge application

Candidates are required to achieve 70% in all learning outcomes across the three vehicle assessments to pass the practical exam. Candidates including an unsafe repair specification in the repair methods costings will be unable to achieve a pass. An unsafe repair specification is one where a key structural panel/part has been omitted or repaired, or an SRS component has been omitted from the repair specification. In addition, incorrect identification of factory fitted safety options fitted to the vehicle e.g. airbags TCS etc constitutes an unsafe repair specification. The practical exam can be taken at Thatcham Automotive Academy or TUD Dublin, dates are routinely offered throughout the year. Details can be obtained, and bookings made direct via the relevant site.

## **Bridging Examination.**

Candidates who have a current IMI VDA with one year or more before expiry do not need to take the IAEA practical exam but are required to take the IAEA vehicle and salvage categorisation bridging exam. Candidates who have passed IMI VDA prior to April 2012 are not required to take the Bridging Exam provided they are able to provide documentation of the previous IMI VDA certification.

The bridging exam can be taken at the oral exam centres, these are held in UK locations twice a year, additional sessions can be arranged subject to demand. The exam is taken online and has two parts. Part 1 involves correctly categorising accident damaged vehicles and part 2 requires correct valuation of three vehicles.

The learning outcomes assessed are:

- Vehicle appraisal and valuation using GlassNet
- Salvage knowledge application using the ABI Code of Practice for Categorisation of vehicle Salvage.

## **Competence card.**

Candidates who meet the requirements of the Associate and Full Member will be provided with an IAEA Practical Competence Card. The card is valid for 5 years after the IAEA practical exam or the expiry of the ATA VDA used to support apply for the grade.

