

## MICIA

The **Motor Insurance Claims Investigation and Adjusting Programme (MICIA)** is intended to provide students with the knowledge, standards and ethical behaviour required by licensed practitioners in the industry. It is also a prerequisite for entry into Module II of the MICIA Programme. Students will at the end of this module gain a thorough understanding of the key principles and legal considerations affecting motor insurance and how to apply them in practice.

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Other educational programmes offered by the TTII are:

- ◆ State Licensing General Insurance
- ◆ State Licensing Long Term Insurance
- ◆ Diploma in Property Loss Adjusting (PLAP)
- ◆ Workshops—Motor Vehicle, Property, Liability underwriting and claims amongst other General Insurance lines of business.
- ◆ CCPC —Certified Compliance Professional Course
- ◆ CII Tuition for IF1, IF3 and IF4

*The TTII is also an online examination centre for CII, LOMA, CPCU and ACCA Courses. Contact us for more information.*

*We also offer corporate training for the Financial services sector.*

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### Trinidad and Tobago Insurance Institute

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# TTII

Trinidad & Tobago  
Insurance Institute

## MOTOR INSURANCE CLAIMS INVESTIGATION AND ADJUSTING PROGRAMME

COURSE SCHEDULE 2020



## PROGRAMME STRUCTURE AND CONTENT

The Programme consists of one hundred and ninety-two (192) contact hours covered in forty-eight (48) sessions of four (4) hours each and is divided into four modules as follows:

### Module I: Motor Insurance—Principles and Practice

48 Contact Hours—Twelve (12) 4 hour sessions

### Module II: Motor Insurance Claims-Principles and Practice

48 Contact Hours—Twelve (12) 4 hour sessions

### Module III: Motor Insurance Claims—Investigation

48 Contact Hours—Twelve (12) 4 hour sessions

### Module IV: Motor Insurance—Loss Adjusting

48 Contact Hours—Twelve (12) 4 hour sessions

## ASSESSMENTS & EXAMINATIONS:

To successfully complete any Module, students must receive a total weighted average of 60%. The assessments carry the following weighting:

Assignments—10%

Progress Tests—30%

Final Examinations—60%

## COURSE SCHEDULE AND FEES

### Dates and Times

Saturdays: 8:00 a.m. to 12:00 p.m.

⇒ March 21st — July 4th 2020

⇒ September 5th 2020 — December 5th 2020

### FEES

MODULE	MEMBER	NON-MEMBER
I	\$4,300	\$4,800
II	\$4,300	\$4,800
III	\$4,300	\$4,800
IV	\$6,000	\$6,500

**Fees may be subject to change**

### BENEFITS

- ⇒ Increases efficiency and productivity.
- ⇒ Small individualized classes.
- ⇒ Classes are held on Saturdays, catering to the needs of the busy working professional.
- ⇒ Our lecturers are industry experts.

### Frequently Asked Questions

#### 1. What are the entry requirements?

- ◆ Five (5) “O” Levels including Mathematics and English, **or**;
- ◆ Successful Completion of the State Licensing General Insurance Business Examination, **or**;
- ◆ Minimum of three (3) years’ experience within the Insurance Industry, inclusive of a letter from your employer specifically detailing your responsibilities.

### FAQ cont’d

#### 2. What is the duration of the entire programme?

- ◆ It takes approximately 18 months to complete providing one passes the modules consecutively.

#### 3. What if I don’t possess any of the entry requirements?

- ◆ Then completion of the State Licensing General Insurance Programme is to be done.

#### 4. Do I have to complete the Modules in sequential order?

- ◆ No. However it is recommended that it is completed in order. All modules must be successfully completed in order to be awarded the Diploma.

#### 5. What are the payment terms and conditions?

- ◆ The TTII does NOT accept cash. Payments can be made by Debit/Credit Cards, Manager’s Cheque or MEMBER Company Cheques. Payments must be received in full prior to the start of classes unless otherwise stated.

#### 6. What are the requirements to be registered as an Adjuster?

- ◆ This information can be found at: <https://www.central-bank.org.tt/sites/default/files/page-file-uploads/Requirements%20for%20Adjusters.pdf>

