



ASSOCIATION OF Average Adjusters

FELLOWSHIP EXAMINATIONS

GUIDANCE NOTES FOR CANDIDATES

1. Completing the Fellowship modules successfully is equivalent to passing a high-level Degree course; candidates must therefore be prepared to undertake at least 2 to 3 years of intensive study and gain relevant experience working in a marine claims environment.

The range of material that has to be absorbed and which the candidate will have to master is considerable, but the burden of study is eased by the ability to take the examination in modular format. Much of the material is available from the recognized text-books but it is important that the candidate forms his or her own opinions on the difficult matters of principle and practice that will be encountered. The examiners will expect a candidate to show a full understanding, as well as knowledge, of the subject.

2. To become a Fellow of the Association it is necessary to have first passed the two Associate modules A1 and A2. The four modules then required for the Fellowship level are as follows:-
 - **Module F1**
General Average, Salvage and Carriage of Goods by Sea.
 - **Module F2**
Hull & Machinery / Loss of Hire / War Risks / Cargo
 - **Module F3**
Collisions / Recoveries / Freight
 - **Module F4**
Practical Adjustment Paper.

The pass mark for all these Modules is 75 per cent and there are no optional questions.

The papers for Modules F1, F2 and F3 are of three hours duration. It is recommended (but not mandatory) that Modules F1, F2 and F3 are taken in that order in view of the way that some topics overlap between modules.

The paper for Module F4 lasts up to seven hours and texts of the York-Antwerp Rules and Standard Clauses are provided for this module only.

Module F4 will usually be taken after Modules F1, F2 and F3 have been successfully completed. Nevertheless, in order to accelerate the progress towards final qualification, permission will normally be given for a Senior Associate who has secured only 2 passes (i.e. F1 plus one of either F2 or F3) to register for F4, provided that they register to sit the 'missing' Module in the same examination session (normally held in February/March each year).

3. In addition to the books recommended for Modules A1 and A2, the latest editions of the following should form the basis for study:-

- Arnould – Law of Marine Insurance and Average.
- Lowndes and Rudolf – General Average and the York-Antwerp Rules.
- Carver – Carriage by Sea (part only).
- Marsden – Collisions at Sea (part only).
- Kennedy – Law of Salvage (part only).
- L J Buglass – Marine Insurance and General Average in the United States.
- D J Wilson – Average Disbursements and Other Subsidiary Interests.

This list is not intended to be exhaustive and there are a number of other useful texts covering these areas some of which are referred to in connection with individual Modules.

Candidates should also read the Annual Reports of the Association of Average Adjusters, and the actual judgments given in as many of the leading law cases as possible, in order to gain a first-hand insight into the development of English case law. It should be emphasized that the law cases mentioned specifically in the syllabus for each Module, are only a representative sample. Candidates are expected to form their own view of the leading cases relating to each topic and to keep up to date with relevant recently decided leading cases.

Candidates are expected to be fully conversant with the Rules of Practice, Opinions of the Advisory Committee, and the contemporary developments in the insurance and shipping world. Candidates should also take note of current issues that are raised in Lloyd's List and relevant periodicals. Where there have been recent revisions in the York-Antwerp Rules, relevant legislation, international conventions, or policy forms, candidates will need to know the reasons for such revisions and be aware of the changes.

4. An outline syllabus for each of Modules F1, F2 and F3 can be downloaded from this website. Each syllabus is accompanied by a selection of question summaries which are intended for the general guidance of candidates and are not exhaustive. New questions are regularly compiled, particularly on topical issues (such as the Insurance Act 2015) or recent law cases of importance. The intention is to provide candidates with a flavour of the type and depth of questions that may be encountered. Candidates should also be aware that the nature of the subject matter means that some aspects and topics may overlap between Modules.

Module F4, the practical adjustment paper, is designed to test candidates on their ability to prepare a typical adjustment. Case scenarios may include aspects of general and particular average, collisions and costs, salvage, drydocking, tank cleaning, claims against H&M underwriters, cargo interests, and P&I Associations etc.