

INSURANCE AGENT PRE-LICENSING EDUCATION: SELF-STUDY PROGRAMS

October 6, 1999

The Indiana Department of Insurance is accepting applications for insurance agent pre-licensing education self-study programs. Indiana Code s 27-1-15.5-19 permits applicants for an insurance agent license to meet the pre-licensing educational requirements through self-study programs after January 1, 2000.

To qualify as a pre-licensing education program, the program of study must meet each of the following, criteria:

- (1) Be conducted or developed by:
 - (A) an insurance trade association;
 - (B) an accredited college or university;
 - (C) an educational organization certified by the insurance agent education advisory council; or
 - (D) an insurance company licensed to do business in Indiana.
- (2) Provide for self-study as follows:
 - (A) For life insurance agents, self-study comparable to a minimum of twenty-four (24) hours of instruction in a structured setting on:
 - (i) ethical practices in the marketing and selling of insurance;
 - (ii) requirements of the insurance laws and administrative rules of the state; and
 - (iii) principles of life insurance.
 - (B) For health insurance agents, self-study comparable to a minimum of twenty-four (24) hours of instruction in a structured setting on:
 - (i) ethical practices in the marketing and selling of insurance;
 - (ii) requirements of the insurance laws and administrative rules of the state; and
 - (iii) principles of health insurance.
 - (C) For life and health insurance agents, self-study comparable to a minimum of forty (40) hours of instruction in a structured setting on:
 - (i) ethical practices in the marketing and selling of insurance;
 - (ii) requirements of the insurance laws and administrative rules of the state;
 - (iii) principles of life insurance; and
 - (iv) principles of health insurance.
 - (D) For property and casualty insurance agents, self-study comparable to a minimum of forty (40) hours of instruction in a structured setting on:
 - (i) ethical practices in the marketing and selling of insurance;
 - (ii) requirements of the insurance laws and administrative rules of the state;
 - (iii) principles of property insurance; and
 - (iv) principles of liability insurance.

A pre-licensing education provider who wishes to submit a self-study program for approval should complete an "Application for Approval to Conduct Insurance Pre-Licensing Education Courses" available from the Department. The Application, course material and any other supporting material must be submitted at least sixty (60) days prior to the date on which the provider will be offering the program of study. The Application must clearly indicate that it is seeking approval of a self-study program. If the self-study program includes any classroom instruction, the number of hours of classroom instruction must also be clearly indicated.

The self-study course provider is responsible for furnishing each individual who completes the course with a Certificate of Completion of Agent Pre-Licensing, Education (Certificate of Completion) on a form required by and available from the Department. In completing the Certificate of Completion, the provider shall indicate "self-study" in the space for "Date & Time of Day Class Offered." A Certificate of Completion is valid for six (6) months from the date of issuance. No individual will be admitted to the testing location without a valid Certificate of Completion. It is the responsibility of the provider to inform the student that the Certificate of Completion expires six (6) months after the date issued by the provider.

A Certificate of Completion shall be issued by the provider when the provider determines that the study material is completed. As part of a self-study program, the provider may include whatever self-assessment tools (worksheets, quizzes, exams) the provider deems appropriate to determine that the study material has been completed.

Questions about pre-licensing programs or to obtain forms may be directed to the Department of Insurance, Attention: Continuing Education Coordinator, 311 W. Washington, Suite 100, Indianapolis, IN 46204-2787 or may be submitted via e-mail to www.state.in.us/idoi.

Sally McCarty
Commissioner

Withdrawn