

Personal Lines Institute

Location

CITY / STATE: Columbia, SC

DATE: February 28 - March 2, 2018

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Name	Date of Birth:
(as it appears on your license):	

Company Name: Office Phone: (

Mailing Address:

check one: Office

Email:

City, State, Zip:

Resident State		Resident State	
Alabama	☐ NPN # State Fee \$20	Nebraska	□ NPN # State Fee \$24
	☐ CIC's designated before 2013, No Fee	Nevada	☐ License #
	☐ Adjusters \$20, Must pay Fee		State Fee \$25
Alaska	□NPN#		CICs Exempt from Fee
	State Fee \$20	New Hampshire	□ NPN #
Arizona	☐ License #		□ Agent State Fee \$24
Arkansas	□ NPN#		☐ Multi Lines ADJ State Fee \$20
	☐ Agent OR ☐ Adjuster		☐ Public ADJ State Fee \$15
	State Fee \$20	New Jersey	☐ License #
California	□ License #	New Mexico	☐ License #
Calarada	OR □ ADJ Lic#	New York	☐ License #
Colorado	☐ License #	_ North Carolina	□ NPN#
Connecticut	License #		State Fee \$29.70
Delaurana	State Fee \$3.75	_ North Dakota	□ NPN#
Delaware	□ NPN#		State Fee \$20
District of Oak wast.	State Fee \$25	_ Ohio	□ NPN#
District of Columbia	□ NPN #		State Fee \$20
Clarida	State Fee \$16	_ Oklahoma	☐ Agent License#
Florida	☐ Agent Lic # ☐ ADJ Lic #		☐ ADJ License#
Coordia	☐ License #	_ Oregon	□NPN#
Georgia			State Fee \$20
-lawaii	☐ Entity #	Pennsylvania	☐ License #
daho	☐ License #		State Fee \$5
	State Fee \$20	Puerto Rico	☐ NPN #
llinois	□ NPN#		passed exam req. non-designees
	State Fee \$10	Dhada lalaad	State Fee \$30
ndiana	☐ License #	 Rhode Island 	□ NPN #
	State Fee \$4	- South Carolina	State Fee \$20
owa	□ NPN #		☐ License #
	State Fee \$20	South Dakota	☐ License #
Kansas	□ NPN#		State Fee \$10
	State Fee \$12	Tennessee	□ NPN#
Kentucky	□License #		State Fee \$24
_ouisiana	☐ License #	- Texas	☐ License #
Janara	<u> </u>		State Fee \$15
//aine	☐ License #	– Utah	☐ License #
			State Fee \$20
Maryland	License #		CICs and CRMs Exempt from Fee
M	State Fee \$20	Vermont	☐ License #
Massachusetts			State Fee \$30
4iobican	State Fee \$12.50	_ Virginia	☐ License #
Michigan	State Fee \$20	NA Line	☐ ADJ Lic#
Minnesota	☐ License #	_ Washington	OIC#
viii ii lesota	License #	West Virginia	□ NPN#
Mississippi	☐ License #		State Fee \$36
wiississippi	□ ADJ Lic#	Wisconsin	□ NPN#
	State Fee \$4.75		State Fee \$20
Missouri	□ NPN#	Wyoming	□License #
	State Fee \$16		State Fee \$20
Montana	□ NPN #		
	State Fee \$20		

I understand that in order to receive State CE credit, I must attend this program in its entirety.

Your Signature	Date	



If you need state CE credit, complete page 2

To Request Continuing Education Certification:

COMPLETE THE REVERSE SIDE OF THIS FORM AND IF RUSH REQUEST IS REQUIRED, PROVIDE CREDIT CARD INFORMATION (BELOW) or provide payment to your On-site Coordinator.

Certificate Delivery: You can expect your certificate within 10-20 business days from the course completion date. You will receive an email directing you to your **MyPage** where you can print your CE certificate.

CE Credit Rush Request: If you need your CE credits submitted to your state in less than the state deadline requirement, The National Alliance offers Rush Request processing for a \$25 fee. Please allow 2-5 business days from the course completion date for processing. (*Payment required below*).

Late Fee: If you wish not to request CE, please be aware that many states have CE reporting deadlines or penalty fees; therefore, late reporting may not be allowed. For information regarding your state, please visit your state's insurance website or call the Continuing Education Department at 800-633-2165. Participants will be responsible for any late fees assessed by the state in addition to a \$20 processing fee.

Non-Resident Licenses: All states have CE requirements and reciprocal agreements. When you satisfy your home state's CE requirements, you are also compliant with your non-resident CE requirement. Please contact the licensing department of your non-resident state(s) to determine the documentation required to renew your non-resident license.

Resident & Adjuster Licenses: Unless you hold an adjuster license, CE certificates are issued for your **resident state only**. Please follow your resident state's instructions regarding certificate handling. If you are an **adjuster**, please indicate on page 2.

State Fees: CE PROCESSING MAY BE DELAYED IF STATE FEES ARE NOT PAID.

☐ I DO NOT need "state" Continuing Education (CE) credit for this course. (I understand that if I request state credits at a later date, then I am responsible for paying a \$20 late fee request and any state penalty fees.)						
Print Name	Signature		Date			
Rush Request: \$25 Fee (Please allow 2-5 business days from course completion date for processing.) For quicker processing please notify the CE Department at cerush@scic.com and include all required documents.						
☐ CE Rush Request						
Fee Payment - Credit Card Information: no signature required						
☐ American Express	☐ MasterCard	☐ Visa	☐ Discover			
Name on Card:						
Card Number:						
Expiration Date:						
Checks: Please see On-site Coordinator for check payment information.						

^{***}Please email all required documents to cerush@scic.com or upload to Licensee "CE Priority only" ftp folder. ***