

# STATE OF ALASKA

## DEPARTMENT OF COMMERCE AND ECONOMIC DEVELOPMENT

DIVISION OF INSURANCE

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### BULLETIN 98-02

**TO: ALL INSURANCE LICENSEES**

**RE: CONTINUING EDUCATION REQUIREMENTS**

This is a reminder concerning the continuing education (CE) requirements for individuals renewing their licenses **after June 30, 1998**. Beginning July 1, 1998, continuing education credits are required for the renewal or reinstatement of an insurance license in this state. Please refer to Bulletin B9610, which describes the requirements for continuing education. Attached is a form to assist you in tracking the credits you intend to claim when you renew your license.

#### **WHO IS REQUIRED TO COMPLY:**

Any person licensed before July 1, 1996 who will renew or reinstate a license **AFTER** June 30, 1998, is required to meet the 24 continuing education credit hour requirement unless qualified for exemption. If this is your first renewal and your initial license was not issued for a full two-year period, you do not have to comply with CE requirements until your second renewal.

#### **WHO QUALIFIES FOR EXEMPTION FROM CE REQUIREMENTS:**

- If you held an Alaska license before January 1, 1980, regardless of whether or not it has been in continuous effect, you are exempt from CE requirements.
- If you are licensed as a nonresident and your home state has CE requirements that you have met, you are exempt from CE requirements.
- If you are licensed as a limited lines, retired, or travel insurance producer, or you hold a temporary insurance license, you are exempt from CE requirements.

#### **PROGRAM CRITERIA:**

For a licensee to claim CE credits for programs requiring class attendance, the course sponsor or provider must meet the following requirements under 3 AAC 23.110(a):

- prepare a course outline in advance of the program and retain the outline for four years;
- provide a program that is a minimum of one contact hour (50 minutes);
- ensure that the program is conducted by a qualified instructor;
- retain for four years a record of registration and attendance that has been signed by each attendee;  
and
- retain biographical information on a qualified instructor for four years after the qualified instructor has presented a program offered by the sponsor or provider.

#### **ACCEPTABLE CERTIFICATES OF ATTENDANCE:**

To verify compliance with CE requirements, the division recommends that a licensee obtain a certificate of attendance from the course provider or sponsor that includes the following information:

- name of attendee
- date of course
- length of course
- name of course
- signature of the provider or sponsor
- printed name of provider or sponsor

Because the division does not maintain a listing of courses or providers or sponsors who offer continuing education in this state, the Continuing Education Advisory Committee suggests that licensees contact one or more of the many organizations that may offer courses, seminars, or programs of learning that may meet the C.E. requirements. Below is a partial listing of such organizations.

Alaska Escrow Association D.J. Webb 510 West Tudor Rd. Anchorage, AK 99503 (907) 562-0510	AK Independent Insurance Agents & Brokers, Inc. Alice Federenko P.O. Box 241846 Anchorage, AK 99524 (907) 349-2500
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Alaska Land Title Association Steve Jewett P.O. Box 241811 Anchorage, AK 99524 (907) 562-0510	AK Society of Certified Public Accts. Executive Director 341 West Tudor Rd. Anchorage, AK 99503 (907) 562-4334
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American Land Title Association Patricia Berman 1828 L Street, NW, Ste. 705 Washington, DC 20036 (800) 787-2582 ext 215	Independent Insurance Producers of AK Alice Federenko P.O. Box 241846 Anchorage, AK 99524 (907) 349-2500
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Insurance Association of Alaska Penny May P.O. Box 242301 Anchorage, AK 99524 (907) 338-2666	Insurance Women of Alaska Sherry Isenberg c/o Alaska National Insurance Company 7001 Jewel Lake Rd. Anchorage, AK 99502 (907) 266-9242
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Alaska Chapter, CPCU Bob Jackson Wilton Adjustment Services 625 E 36th Ave. Anchorage, AK 99503 (907) 276-3311	Alaska Adjusters Association Glenn C. Smith 632 West 6th Ave., #810 Anchorage, AK 99519 (907) 343-4207
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Southern Alaska Life Underwriters (SALU)  
(an affiliate of National Assn. of Life Underwriters (NALU))  
David Frazier  
1600 A Street  
Anchorage, AK 99501  
(907) 278-1351 ext 11

If you have questions regarding the CE requirements, please contact the licensing section at (907) 465-2575, 2578, 2579, or 3420.

Dated this 13th day of February, 1998.



Marianne K. Burke  
Director of Insurance

Click here for [Continuing Education Report Form](#). You will need to download [Adobe Acrobat Reader](#) to view this document.

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