

CONTINUING EDUCATION INSTRUCTOR

QUALIFICATIONS AND CONTACT INFORMATION PAGE

(Please Print or Type - Writing Must Be Legible)

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Copy and attach additional pages as needed; one for every continuing education course instructor.

MANDATORY: Attach a detailed Bio / Resume to this completed form showing dates of experience.

Instructor Full Legal Name: _____

Date of Birth: _____

Business Address:

City, State, Zip:

Phone Number: _____

Business Email Address:

Do you currently hold, or have you held, any Insurance license in any state, including MN? Yes No

If yes, attach list of license number, state, and status.

Resident Insurance License # _____ & Name of Resident State _____

All Non-Resident Insurance License #(s) _____ & Name of Non-Resident State(s) _____

Do you currently hold or have you ever held any other type of occupational / professional license in any state, including MN? Yes No

If yes, attach list of license type, number, state, and status.

Has instructor applicant ever had any occupational / professional license in any state including Minnesota that has been suspended, revoked, or terminated, or been the subject of inquiry or investigation? Yes No

If yes, attach documentation and detailed explanation signed & dated by instructor.

Has instructor applicant ever been convicted of a felony or gross misdemeanor, or been a defendant in any lawsuit involving claims of fraud, misrepresentation, conversion, mismanagement of funds, breach of fiduciary duty or breach of contract? Yes No

If yes, attach documentation and detailed explanation signed & dated by instructor.

WHO is considered an instructor?

Classroom: Any individual speaking to licensees during a course is considered an instructor.

Distance Learning Interactive Internet (only for the purposes of this section) include:

- any individual used as a contact for students to answer questions regarding a course is considered an instructor.
- any author of an internet course is considered an instructor.
- Any presenters via video or other media

Mandatory Qualifications (Please check at least one below)

Minn. Stat. Chapter 45.32. Subd.2. Qualified Continuing Education instructors must have one of the following qualifications.

- a four-year degree in any area plus two years practical experience in the subject area being taught;
- five years of practical experience in the subject area being taught; or
- a college or graduate degree in the subject area being taught.

Instructor Full Legal Name: _____

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Check if Instructor Holds Designation(s)

Check Here	Line(s) of Authority	Designation	Experience Required to Obtain Designation
	Life	CEBS <i>Certified Employee Benefits Specialist</i>	N/A
	Life	CFP <i>Certified Financial Planner</i>	3 YR
	Life	ChFC <i>Chartered Financial Consultant</i>	3 YR
	Life	CIC <i>Certified Insurance Counselor</i>	2 YR
	Life	CLU <i>Chartered Life Underwriter</i>	3 YR
	Life	FLMI <i>Fellow, Life Management Institute</i>	N/A
	Life	LUTCF <i>Life Underwriter Training Council Fellow</i>	Equivalent of 3 YR
	Health	CEBS <i>Certified Employee Benefits Specialist</i>	N/A
	Health	HIA <i>Health Insurance Associate</i>	N/A
	Health	REBC <i>Registered Employee Benefits Consultant</i>	3 YR
	Health	RHU <i>Registered Health Underwriter</i>	3 YR
	Property or Casualty or Personal Lines P&C	AAI <i>Accredited Adviser in Insurance</i>	N/A
	Property or Casualty or Personal Lines P&C	ARM <i>Associate in Risk Management</i>	N/A
	Property or Casualty or Personal Lines P&C	CIC <i>Certified Insurance Counselor</i>	2 YR
	Property or Casualty or Personal Lines P&C	CPCU <i>Chartered Property Casualty Underwriter</i>	2 YR

NOTE:

This page does NOT need to be sent in as part of the application submission if you do not hold one of the Designations listed above.