OFFICE OF COMMISSIONER OF INSURANCE

COMMISSIONER OF INSURANCE • INDUSTRIAL LOAN COMMISSIONER • SAFETY FIRE COMMISSIONER

Ralph T. Hudgens, Commissioner

www.oci.ga.gov

Phone: 855-235-5174 Email: GAInslicensing@psionline.com

AGENTS LICENSING
GID-110-AL OCT2015

REQUEST FOR CONTINUING EDUCATION OR PRE-LICENSING APPROVAL

☐ New
☐ Renewal

☐ Pre-licensing Education
☐ Continuing Education

☐ Course Approval
☐ Instructor Approval

Provider ID _____
Course ID _____

1. NAME OF PROVIDER: _____
2. FEIN (TAX ID NUMBER): _____
3. ADDRESS: STREET _____
   CITY, STATE, ZIP CODE _____
4. NAME OF CONTACT PERSON: _____
5. PHONE: BUSINESS NUMBER _____
   FAX NUMBER _____
6. EMAIL ADDRESS OF CONTACT PERSON: _____
7. INSTRUCTOR(S) NAME: _____
8. TITLE OF COURSE: _____
9. COURSE SETTING: ☐ CLASSROOM ☐ ONLINE ☐ CORRESPONDENCE/SELF STUDY
10. TYPE OF COURSE:
    ☐ LIFE ☐ ACCIDENT & SICKNESS ☐ PROPERTY ☐ CASUAL
    ☐ ETHICS ☐ LONG TERM CARE ☐ ANNUITY SUITABILITY
11. COURSE LOCATION: _____
12. ADEQUATE PARKING FACILITIES? ☐ Yes ☐ No
13. ADEQUATE HANDICAPPED ACCESS? ☐ Yes ☐ No
14. DATE COURSE TO BE HELD: _____

REQUIREMENTS

FOR COURSE APPROVAL: TIMED OUTLINE REQUIRED.

FOR INSTRUCTOR APPROVAL: RESUME OR BIOGRAPHICAL SKETCH REQUIRED - MUST INCLUDE ADDRESS.

FOR CONTINUING EDUCATION COURSES: FIFTY (50) MINUTES OF CONTACT EQUALS ONE (1) HOUR. CREDIT IS GIVEN IN WHOLE HOUR INCREMENTS ONLY.

CORRESPONDENCE/SELF STUDY PROGRAMS: EACH COURSE PROVIDER MUST CERTIFY THE NUMBER OF HOURS REQUIRED TO COMPLETE A COURSE SUCCESSFULLY. CREDIT WILL BE GIVEN FOR 50% OF HOURS SO CERTIFIED. NUMBER OF SELF STUDY HOURS REQUIRED TO COMPLETE COURSE: _____ .

NUMBER OF CONTINUING EDUCATION CREDIT HOURS REQUESTED: _____ .
NUMBER OF PRELICENSING CREDIT HOURS REQUESTED: _____ .

APPROVAL NOTICES WILL BE FAXED OR EMAILED TO THE NUMBER OR ADDRESS PROVIDED ABOVE

Effective 1-1-2012, the Citizenship Affidavit Form GID-276-EN must be submitted with this request in order to be processed.

DEPARTMENT USE ONLY

Approved Credit Hours Approved By: _____ Date: _____

FEES PAYABLE TO PSI Services LLC/Georgia Insurance Commissioner: New Provider - $100 Provider Renewal - $50 Instructor - $10 Course - $10

Mailing Instructions along with payment, to:	Regular Mailing Address With Payments:	Overnight Mailing Address With Payments:
	PSI Services LLC P.O. Box 742983 Atlanta, GA 30348-2983	Bank of America ATTN: PSI Services LLC Box 742983 1075 Loop Road (2nd Floor) Atlanta, GA 30337

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