

Tennessee Department of Commerce and Insurance

Continuing Education – Prelicensing

COURSE APPROVAL APPLICATION

There is no fee for course approval. Mail completed course application and required documentation to: PEARSON VUE, Attention: TN CE/PE, 3 Bala Plaza West, Ste. 300, Bala Cynwyd, PA 19004-3481

PROVIDER NAME	PROVIDER NUMBER
ADDRESS	
CONTACT NAME	PHONE
EMAIL ADDRESS	

COURSE TITLE CREDIT HOURS REQUESTED (*Submit **ONLY** whole hours. **Partial hours are prohibited.***)

Type of Course: Pre-licensing Continuing Education

Authority Lines Requested (*Choose **ONLY** one:*) Life/Health/Accident/Variable Property/Casualty Suitability in Annuity

General TN Long-Term Care Partnership Ethics Life (PL only – 20 hrs max)

Property (PL only – 20 hrs max) Accident & Health (PL only – 20 hrs max) Casualty (PL only – 20 hrs max)

Personal Lines (PL only – 20 hrs max) Public Adjuster (General)

Is this course open to the public? Yes No

Method of Instruction: Classroom Self-Study (Word Count: _____) Seminar Web-based

Other: _____

Method of Completion: Classroom Exam Final Exam/Self Study Attendance

Other: _____

Names and signatures of instructors authorized to sign Certificates of Completion:

NAME (TYPED/PRINTED)	SIGNATURE
NAME (TYPED/PRINTED)	SIGNATURE

Application for Credit: Credit will be granted in accordance with state regulations and review by the Department of Insurance. The provider agrees to maintain a record for not less than four (4) years in Tennessee for persons attending each course. Provider will provide a Certificate of Attendance/Completion with hours earned to successful students. The Certificate must comply with the regulations of the Department of Insurance.

Course Approval Attachments: The following items must be part of the completed course approval application. Please attach to this form. DO NOT DOUBLE-SIDE.

1. Course description 2. Continuing education objectives 3. Course timed outline or table of contents 4. Instructor biographical statement with name and signature	5. Additional materials that may be submitted in considering the course approval: a) Promotional materials b) Policies and/or forms	6. Include exam and answer key for self-study course. 7. Webinar Procedures
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Submitted by

NAME (TYPED/PRINTED)	SIGNATURE
SIGNATURE	DATE
TITLE	

OFFICE USE ONLY

Course Approved for _____ hours Not Approved REASON: _____

COURSE NUMBER _____ Life/Acc/Health/Variable General TN Long Term Care Partnership

Property/Casualty Ethics Suitability in Annuity

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