



Application to Write Insurance Exams

Scent Free Office

- The Insurance Council of Saskatchewan (Council) have instituted a scent-free environment for all employees and visitors. The use of scented products will not be allowed in the Council office. Scented products include but are not limited to hair spray, perfume, cologne, deodorant, etc.
- Council reserves the right to refuse an individual from writing the exam(s) if a heavy scent is detected.

Registration

- Exam registrations must include the completed Licensing Examination Application Form and exam payment. Acceptable methods of payment are Visa or MasterCard.
- Council corresponds with individuals via email. Ensure your writing is legible and information is accurate to avoid delays in scheduling exams.
- Registration is based on the availability of space.

No Show for Exam/Postpone/Cancellation

- Individuals who do not show up, postpone or cancel an exam sitting will forfeit the exam registration fee. Individuals will be required to submit a new exam registration with the exam fee prior to scheduling a new exam sitting date.

Arrival at the Exam Centre

- Individuals are required to arrive at the exam center fifteen minutes prior to commencement of the exam and are required to present valid identification. Photo ID is mandatory. In some cases, Council may require an individual to provide ID that identifies the individual's resident address.

Exam Room

- There is no talking once the exam(s) begins. Individuals will be asked to leave and forfeit their exam sitting should this happen.

Pass Mark

- The pass mark for all exams is 75%.

Study Material

- Crop Hail Agent and Crop Hail Adjusters – Individuals are asked to refer to the Council website at www.skCouncil.sk.ca to obtain information regarding the entry exam and study material that is available.



Licensing Examination Application Form

COUNCIL OFFICE IS SCENT FREE

All individuals wishing to write licensing exams in Saskatchewan must register with Council a minimum of forty-eight hours prior to the exam sitting date.

Individuals must purchase the CITC Travel Qualifying Course prior to scheduling an exam sitting. Individuals must provide evidence the applicant purchased the course with their exam registration form.

Council corresponds with individuals via email. Ensure your writing is legible and information is accurate to avoid delays in scheduling exams.

Exam marks will be sent by email only.

Name of applicant _____

LAST NAME

FIRST NAME

MIDDLE NAME

Preferred Name _____ **Birth Date** _____

Home Address _____

ADDRESS

CITY/TOWN

POSTAL CODE

Resident Phone _____ **Business Phone** _____ **Cell** _____

Email _____

Failure to accurately disclose the following information may nullify your exam results:

Yes

No

- | | | |
|--|--------------------------|--------------------------|
| 1. Are you a permanent resident or citizen of Canada? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are you a resident of Saskatchewan? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Have you within the past twelve months attempted any licence exam(s) in any other province?
If you have answered yes, provide full details on a separate sheet of paper. | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Are you currently licensed or have you ever held a licence in any other province or state? | <input type="checkbox"/> | <input type="checkbox"/> |

Select the Exam(s) You Wish to Write

Property & Casualty (All Classes other than Life)

Exams are written at IBAS

Restricted Auto

Exams are written at IBAS

Property & Casualty Adjuster Representative

____ General Insurance Council Bylaw (open book) \$55



Crop Hail Agent (Insurance)

___ Crop Hail Agent Qualification Exam..... \$55

Crop Hail Adjuster

___ Crop Hail Adjuster Examination \$55

Restricted Travel

Exams are written through ACTA

ALL EXAMS ARE WRITTEN IN REGINA AT THE COUNCIL OFFICE LOCATED AT

IDENTIFY THE DATE YOU WISH TO WRITE

Insurance Councils of Saskatchewan
310, 2631-28th Avenue, Regina

Understanding

I understand that I must present valid photo identification upon arrival at the exam center as evidence that I am the person registered to write the exam(s). I understand that I will not be allowed to write the exam(s) without such identification. There is no exception to this requirement.

I understand the information contained in this document is intended for the purposes of writing an exam(s) in order to be eligible to apply for licence as an insurance agent or an adjuster. The information collected is subject to the Privacy Guidelines of the Insurance Council of Saskatchewan.

SIGNATURE

DATE OF SIGNATURE

Please send the completed Licensing Examination Application Form with the appropriate fee to:

Exam Coordinator
Insurance Council of Saskatchewan
310, 2631 – 28th Avenue
Regina SK S4S 6X3

Bus 306.347.0862
info@skcouncil.sk.ca

Office Use Only

Date Confirmed



Time Allotted by Exam Type

Property & Casualty Adjuster Representative

General Insurance Council Bylaw..... 1 hour

Crop Hail Agent (Insurance)

Crop Hail Agent Qualification..... 1 hour

Crop Hail Adjuster

Crop Hail Adjuster Qualification1.5 hours

CREDIT CARD INFORMATION

Name on Card

**MasterCard or Visa Card
Number CVS**

Expiration Date

Signature

Date
