



PSI Services LLC
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OKLAHOMA INSURANCE DEPARTMENT

INSURANCE EXAMINATIONS

CANDIDATE INFORMATION BULLETIN



Examinations by PSI	1	Reporting to the Examination Site	3
Guidelines for License Qualification	1	Required Identification	3
Examination Registration and Scheduling Procedures	2	Security Procedures	3
Internet Registration	2	Taking the Examination by Computer	4
Telephone Registration	2	Identification Screen	4
Fax Registration	2	Tutorial	4
Standard Mail Registration	2	Examination Question Example	4
Rescheduling/Canceling an Examination	2	Examination Review	4
Missed Appointment or Late Cancellation	2	Score Reporting	4
Special Examination Arrangements	2	Tips for Preparing for your License Examination	5
Emergency Examination Center Closing	3	Examination Reference Material and Content Outlines ..	5
Social Security Confidentiality	3	Examination Registration Form	End of Bulletin
Examination Site Locations	3	Special Arrangement Form	End of Bulletin

Please refer to our website to check for the most updated information at www.psiexams.com

EXAMINATIONS BY PSI

This Candidate Information Bulletin provides you with information about the examination and application process for insurance licensing in the State of Oklahoma.

The Oklahoma Insurance Department has contracted with PSI Services LLC (PSI) to conduct the examination program. PSI provides examinations through a network of computer examination centers in Oklahoma. PSI works closely with the State to be certain that examinations meet local as well as national requirements in basic principles and examination development standards.

The Oklahoma Insurance Department includes the Licensing Division which oversees Licensing and Continuing Education Requirements for insurance adjusters, producers, and Customer Service Representatives (CSRs); and is responsible for all aspects of licensing, supervision and regulation of bail bondsmen in the state of Oklahoma.

GUIDELINES FOR LICENSE QUALIFICATION

For information on licensure, please contact:
Oklahoma Insurance Department
 Five Corporate Plaza
 3625 NW 56th Street, Suite 100
 Oklahoma City, OK 73112
 (405) 521-3916
 (800) 522-0071 (*in-state only*)
www.oid.ok.gov

LICENSE REQUIREMENTS AND ELIGIBILITY

Candidates for an insurance examination must be at least eighteen (18) years old, and must be citizens of the United States (or must possess a valid visa or I-94 card). Applications may be denied if a candidate has been convicted of a crime, had a judgment withheld or deferred, or are currently charged with committing a crime.

Note: Bail Bondsman candidates for an insurance examination must be at least twenty-one (21) years old and must have a High School Diploma or GED. Effective 9/1/2011, Bail Bondsman are required to complete 16 hours of prelicensing education prior to being eligible to take the examination. Candidates must present the two prelicensing certificates at the test site: BCE3 signed by the candidate and BCE4 signed by an officer of the Oklahoma Bondsman Association. Oklahoma requires that all Bail Bondsman candidates undergo a background check, which will be handled by the appointing company.

PRODUCERS/CSR-MAJOR/ADJUSTER LINES

Following are the examinations offered to Producers/CSRs and Adjusters.

License Type	Examination
Producer	Life
	Accident & Health
	Life, Accident & Health
	P & C Personal - does not include Commercial
	Property & Casualty - Personal & Commercial
	Title Producer
	Casualty - Personal & Commercial
	Property - Personal & Commercial
	Aircraft Title
	Bail Bondsman
CSR	Life
	Accident & Health
	Life, Accident & Health
	P & C Personal - does not include Commercial
	Property & Casualty - Personal & Commercial
	Aircraft Title
	Title Producer
Adjusters	Property, Casualty, Motor Vehicle Included
	Casualty (Only)
	Crop & Hail
	Crime & Fidelity Bonds
	Property (Only) Motor Vehicle Included
	Workers' Compensation

NEW LICENSE PROCESS

A new license application is required to be submitted online AFTER passing the licensing exam. Allow 3 business days for PSI to provide the exam results to the Oklahoma Insurance Department (OID) electronically prior to applying. Access the OID web page at www.oid.ok.gov then select the License/Education tab and click on the New button for links and instructions on how to apply. Allow (5) business days for the OID to review the application. You will be notified, by the contact email address, when the application is approved or if the OID needs additional information. You may check the status of a license online at the OID web page using the Licensee Lookup tool.

MANAGE YOUR LICENSE

Your new Oklahoma Insurance license belongs to you and the license is the sole responsibility of the licensee. The OID has developed a comprehensive web page to help you manage your license. License Tools include: Licensee Lookup, Print License, View CE Transcript, CE Course Lookup...and many more. The OID will also post important Notices to our web page that may affect your license. You may submit New, Renewal and Reactivation applications online. Access the OID web page at www.licensing.oid.ok.gov and add this site to your Favorites folder for easy access.

All Oklahoma licenses are renewable biennially (excluding Viatical Settlement and Broker licenses). Renewals are required to be processed online and many license types have requirements, such as Continuing Education, that must be met prior to renewal.



CONTINUING EDUCATION (CE) REQUIREMENTS

All resident producers (agents), CSRs and adjuster licensees are required to complete continuing education biennially prior to their renewal date. CE requirements are subject to change; therefore, refer to the OID web page at www.licensing.oid.ok.gov then select **Continuing Education** option to view current requirements. You may view your own CE Transcript by selecting View CE Transcript option on the web page. The CE Transcript must show *Compliant* (3) business days prior to renewing a license.

EXAMINATION REGISTRATION AND SCHEDULING PROCEDURES

The Examination Registration Form is found at the end of this Candidate Information Bulletin. You must pay PSI at the time you register. Fees can be found on the Registration Form. The registration form is valid for 1 examination.

- ✚ If a candidate does not pass the exam, they may reschedule with PSI on the next business day.

INTERNET REGISTRATION

For the fastest and most convenient examination scheduling process, PSI recommends that you register for your examinations using the Internet. You register online by accessing PSI's registration website at www.psiexams.com. Internet registration is available 24 hours a day.

- Log onto PSI's website and create an account. You will be asked to put in your email address and the spelling of your name exactly as it is shown on your identification that will be presented at the examination site.
- You will be asked to select the examination. You will then enter your personal and contact information. You will then be ready to pay and schedule for the examination. Enter your zip code and a list of the examination sites closest to you will appear. Once you select the desired examination site, available dates will appear.

TELEPHONE REGISTRATION

The second fastest method of scheduling is via the telephone with PSI's Interactive Voice Response system (IVR) during non-business hours or through live registrars during business hours. For telephone registration, you will need a valid VISA or MasterCard. Call (800) 733-9267, 24 hours a day and register using the Automated Registration System. Otherwise, PSI registrars are available Monday through Friday, between 6:30 am and 7:00 pm and Saturday, between 10:00 am and 4:00 pm, Central Time, to receive the information listed on your Examination Registration Form and schedule your appointment for the examination.

FAX REGISTRATION

Complete the PSI registration form (found at the end of this bulletin), including your credit card number and expiration date. Fax the completed form to PSI (702) 932-2666. Fax registrations are accepted 24 hours a day.

Please allow 4 business days to process your Registration. After 4 business days, you may go online or call PSI to schedule the examination.

STANDARD MAIL REGISTRATION

Complete the PSI registration form (found at the end of this bulletin), and appropriate examination fee to PSI. Payment of fees can be made by VISA, MasterCard, company check, money order or cashier's check, made payable to PSI. Print your name on the check or money order to ensure that your fees are properly assigned. **CASH and PERSONAL CHECKS ARE NOT ACCEPTED.**

Please allow 2 weeks to process your registration. After 2 weeks, you may go online or call PSI to schedule the examination.

RESCHEDULING/CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 2 days before the scheduled examination date*. For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. You may call PSI at (800) 733-9267. Please note that you may also use the automated system, using a touch-tone phone, 24 hours a day in order to cancel and reschedule your appointment.

Note: A voice mail message is not an acceptable form of cancellation. Please use the Internet, automated telephone system (IVR), or call PSI and speak to a Customer Service Representative.

MISSED APPOINTMENT OR LATE CANCELLATION

Your registration will be invalid, you will not be able to take the examination as scheduled, and you will forfeit your examination fee, if you:

- Do not cancel your appointment 2 days before the schedule examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

SPECIAL EXAMINATION ARRANGEMENTS

All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and every reasonable accommodation will be made in meeting a candidate's needs. Applicants with disabilities or those who would otherwise have difficulty taking the examination must fill out the form at the end of this Candidate Information Bulletin and fax to PSI (702) 932-2666.



EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (800) 733-9267. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You may also check our website at www.psiexams.com.

SOCIAL SECURITY NUMBER CONFIDENTIALITY

PSI will use your social security number only as an identification number in maintaining your records and reporting your examination scores to the state. A Federal law requires state agencies to collect and record the social security numbers of all licensees of the professions licensed by the state.

EXAMINATION SITE LOCATIONS

The Oklahoma examinations are administered at the PSI examination centers in Oklahoma as listed below:

PSI - Oklahoma City

3800 N Classen Blvd, Ste C-20
Oklahoma City, OK 73118

Take I-235 to I-44. Take the Classen Blvd exit. Turn left on Classen. The office is located in a dark gray building on the East side of Classen.

PSI - Tulsa

2816 East 51st Street, Suite 101
Tulsa, OK 74105

From I-44 East, exit number 228 (Harvard), stay to the right which will be westbound on 51st St. 1/4 mi on the left is the office building. There are 3 office buildings in a row, PSI is in the middle building.

From I-44 West, exit at Lewis, and go left on Lewis. Go over the overpass and turn Left on 51st St. Go 1/2 mile and the 3-three-story-office building are in a row on the South side of 51st St. PSI is in the middle building

PSI - McAlester

21 East Carl Albert Parkway
McAlester, OK 74501

From S. Main St., turn right onto US 270 East. Go 1/2 block. End at 21 E. Carl Albert Parkway (Highway 270).

PSI - Woodward

1915 Oklahoma Ave, Suite 3
Woodward, OK 73801

From Highway 270, go west at the intersection of 9th and Oklahoma Avenue. Go west 10 blocks to 19th Street. The building is on the south side of Oklahoma Avenue, across from the Sonic Drive-In.

Additionally, PSI has examination centers in many other regions across the United States. You may take this examination at any of these locations by

calling (800) 733-9267. You will need to speak with a Customer Service Rep to schedule outside of Oklahoma.

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive at least 30 minutes before your appointment. This extra time is for sign-in, identification, and familiarizing you with the examination process. *If you arrive late, you may not be admitted to the examination site and you will forfeit your examination registration fee.*

REQUIRED IDENTIFICATION AT EXAMINATION SITE

- *You must provide 2 forms of identification.* One must be a VALID form of government issued identification (driver's license, state ID, passport), which bears your signature and has your photograph. The second ID must have your signature and preprinted legal name. All identification provided must match the name on the Examination Registration Form and your Registration Confirmation Notice.
- **Bail Bondsmen Candidates:** must present the two prelicensing certificates at the test site: BCE3 signed by the candidate and BCE4 signed by an officer of the Oklahoma Bondsman Association. You will be turned away if you do not present these certificates.

If you cannot provide the required identification, you must call (800) 733-9267 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement.

Candidates who do not present the required items on the examination day will not be able to take the examination as scheduled, and will forfeit examination fee.

SECURITY PROCEDURES

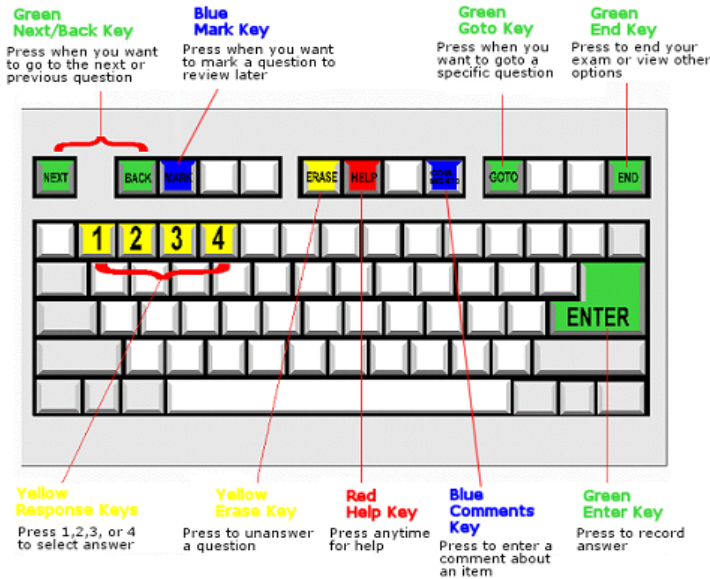
The following security procedures will apply during the examination:

- Cell phones, pagers, purses, briefcases, personal belongings, and children are not allowed in the examination site.
- Only non-programmable calculators that are silent, battery-operated, do not have paper tape printing capabilities, and do not have a keyboard containing the alphabet will be allowed in the examination site.
- No smoking, eating, or drinking will be allowed in the examination site.
- Copying or communicating examination content is a violation of PSI security policy and Oklahoma State Law. Either one may result in the disqualification of examination results and may lead to legal action.



TAKING THE EXAMINATION BY COMPUTER

Taking the PSI examination by computer is simple. You do not need any computer experience or typing skills. You will use fewer keys than you use on a touch-tone telephone. All response keys are colored and have prominent characters. An illustration of the special keyboard is shown here. You may also use the mouse.



IDENTIFICATION SCREEN

You will be directed to a semiprivate testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

TUTORIAL

Before you start your examination, an introductory tutorial to the computer and keyboard is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice using the keys, answering questions, and reviewing your answers.

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

EXAMINATION QUESTION EXAMPLE

During the examination, you should press 1, 2, 3, or 4 to select your answer or press "MARK" to mark it for later review. You should then press "ENTER" to record your answer and move on to the next question. A sample question display follows:



IMPORTANT: After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out.

EXPERIMENTAL QUESTIONS

In addition to the number of questions per examination, a small number of two to ten "experimental" questions may be administered to candidates during the examinations. These questions will not be scored and the time taken to answer them will not count against examination time. The administration of such non-scored experimental questions is an essential step in developing future licensing examinations.

EXAMINATION REVIEW

PSI, in cooperation with the Oklahoma Insurance Department, will be consistently evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. While taking the examination, examinees will have the opportunity to provide comments on any questions, by using the comments key on the keyboard. These comments will be analyzed by PSI examination development staff. PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. **This is the only review of examination materials available to candidates.**

SCORE REPORTING

Your score will be given to you immediately following completion of the examination. The following summary describes the score reporting process:

- **On screen** - your score will appear immediately on the computer screen. This will happen automatically at the end of the time allowed for the examination; if you are using review features, you will be able to obtain your score immediately when you indicate that you have finished and would like to see your results.
 - If you **pass**, you will immediately receive a successful notification.
 - If you **do not pass**, you will immediately receive an unsuccessful notification on the screen along with a diagnostic report indicating your strengths and weaknesses by examination type. Registration forms for submittal to PSI to retake the examination will be available at the examination site.

- **On paper** - an official score report will be printed at the examination site.

DUPLICATE SCORE REPORTS

You can write to PSI to request a duplicate of your score report.

TIPS FOR PREPARING FOR YOUR LICENSE EXAMINATION

The following suggestions will help you prepare for your examination.

- Planned preparation increases your likelihood of passing.
- Start with a current copy of this Candidate Information Bulletin and use the examination content outline as the basis of your study.
- Read study materials that cover all the topics in the content outline.
- Take notes on what you study. Putting information in writing helps you commit it to memory and it is also an excellent business practice. Underline or highlight key ideas that will help with a later review.
- Discuss new terms or concepts as frequently as you can with colleagues. This will test your understanding and reinforce ideas.
- Your studies will be most effective if you study frequently, for periods of about 45 to 60 minutes. Concentration tends to wander when you study for longer periods of time.

Many of the reference materials are available for purchase at www.psonlinestore.com or by calling the PSI Online Store, toll-free, at (866) 589-3088.

Titles currently in stock are listed on the order form near the end of this candidate information bulletin.

EXAMINATION REFERENCE MATERIALS AND CONTENT OUTLINES

REFERENCE LIST

The following is a list of possible study materials for the insurance examinations. The list is given to identify resources and does not constitute an endorsement by PSI or by the Oklahoma Insurance Department. All examinations are CLOSED BOOK.

The following reference materials are not allowed in the examination center:

- Oklahoma Administrative Rules: OAC Title 365 http://www.ok.gov/oid/Public_Information/Legal/Statutes_and_Rules.html

- Oklahoma Statutes: Insurance Code-Title 36, Motor Vehicles-Title 47, Bail Bonds Code-Title 59 and Workers Compensation-Title 85. http://www.ok.gov/oid/Public_Information/Legal/Statutes_and_Rules.html
- Oklahoma Property and Casualty Insurance Law Supplement, Effective November 1, 2012, Revised ©2012 Kaplan, Inc., www.kfeducation.com
- Oklahoma Property and Casualty Insurance License Exam Manual, 1st Edition, Revised ©2010 Kaplan, Inc., www.kfeducation.com
- Oklahoma Life and Health Insurance Law Supplement, Effective November 1, 2012 ©2012 Kaplan, Inc., www.kfeducation.com
- Oklahoma Life and Health Insurance License Exam Manual, 2nd Edition ©2010 Kaplan, Inc., www.kfeducation.com
- Aircraft Title License Exam Manual, 1st Edition, Oklahoma Insurance Department
- Title License Exam Manual, 2nd Edition, Revised November 1, 2012, Oklahoma Insurance Department
- Bail Bonds Pre-Licensing Packet

Crop & Hail Adjuster Additional References:

- Department of Agriculture, Federal Crop Insurance Corporation (FCIC), Catastrophic Risk Protection Endorsement, 05-CAT
- National Crop Insurance Services, Inc. (NCIS) General Provisions 2007-NCIS 3
- National Crop Insurance Services, Inc. (NCIS) Crop-Hail Insurance Policy 2007-NCIS 5
- National Crop Insurance Services, Inc. (NCIS) Crop-Hail Policy - Basic Form, Special Provisions 2007-NCIS 635.
- National Crop Insurance Services, Inc. (NCIS) Multiple Peril Crop Insurance, Common Crop Insurance Policy 2005-NCIS 700B

Aircraft Title Additional References:

- United States Code (USC)
- Title 49 Sec. 40102, Sec. 44101-44112
- Public Law 108-297 or Statutes at Large Vol. 118 p.1095
- 14 Code of Federal Regulations Sec. 47.1 and following and Sec. 49.1 and following
- Cape Town Treaty 108-10 (obtainable from the Library of Congress or the Thomas website)
- Title 18 Sec. 1956, Sec. 1957
- Title 31 Sec. 53.11, 53.12, 53.21, 53.24, 53.30, 53.40
- Title 31 Code of Federal Regulations Sec. 103.11
- 21 USC Sec. 881, Sec. 952

LIFE

Portion	# of Items	Minimum Passing Score	Time Allowed
General	75	70% (53 correct)	113 minutes
State	25	70% (18 correct)	37 minutes



CONTENT OUTLINE

State-Specific Portion

Licensing (6 Items)
Appointment Procedures
36 O.S. § 1435.15
Change of Address
36 O.S. § 1435.8(F)
Disciplinary Actions
36 O.S. § 1435.13, 1435.26
Maintenance (including CE)
36 O.S. § 1435.23, 1435.29; Reg. 365: 25-3-1
Process
36 O.S. § 1435.7, 1435.12
Purpose
36 O.S. § 1435.1-1435.3
Qualifications
36 O.S. § 1435.7
Temporary License
36 O.S. § 1435.12
Types of Licensees
36 O.S. § 1435.2, 1435.8-1435.10, 1435.12, 1435.30
State Insurance Statutes, Rules, and Regulations (19 Items)
Accelerated Benefits
Reg. 365: 10-5-101
Capacity to Contract for Insurance - Minors
36 O.S. § 3606(B)
Credit Life, Accident, and Health
Reg: 365: 10-5-60-74
Domestic, Foreign, and Alien Insurers
36 O.S. § 601-603, 2116
Examination of Books and Records
36 O.S. § 1435.13(E)
Fair Credit Reporting Act
36 O.S. § 956
Fraternal Benefit Society
36 O.S. § 2701.1
Fraud and False Statements
36 O.S. § 1204
Insurance Commissioner General Duties and Powers
36 O.S. § 302, 307, 309.2, 907, 1209, 1250.14, 1435.12, 1435.13, 1435.21, 1435.26; Reg. 365: 1-1-3, 1-1-4, 1-1-5
Insurance Information and Privacy Protection
Reg. 365: 35-1-12

Life and Health Insurance Guaranty Association Act
36 O.S. § 2022-2025
Life Insurance Requirements
36 O.S. § 4008(A), 4034(G)
Mutual Insurers
36 O.S. § 2103
Payment or Acceptance of Commission
36 O.S. § 1111, 1435.14
Proof of Loss
36 O.S. § 3629
Rate Filings
36 O.S. § 1115, Reg. 365: 15-1-6
Standard Nonforfeiture Law
36 O.S. § 4029, 4030
State Specific Definitions
36 O.S. § 105, 602, 901.2, 1250.2, 1435.2, 2701.1
Stock Insurers
36 O.S. § 2102
Unfair Claims Settlement Practices Act
36 O.S. § 1250.4, -1250.6, 1250.8
Unfair Trade Practices
36 O.S. § 1201-1205
Rebating and Inducements
Defamation
Twisting (Reg. 365:25-3-9)

General Portion

Provisions, Options, Exclusions, Riders, Clauses, And Rights (28 Items)
Policy Provisions and Options
Entire Contract
Insuring Clause
Free Look
Consideration
Owner's Rights
Beneficiary Designations
Primary and Contingent
Revocable and Irrevocable
Common Disaster
Premium Payment
Modes
Automatic Premium Loan
Reinstatement



Policy Loans, Withdrawals, Partial Surrenders
Nonforfeiture Options
Dividends and Dividend Options
Incontestability
Assignments
Suicide
Misstatement of Age
Settlement Options
Fraud
Policy Exclusions
Policy Riders
Waiver of Premium
Guaranteed Insurability
Payor Benefit
Accidental Death and/or Accidental Death and Dismemberment
Accelerated Benefits
Rights of Renewability
Cancellable
Life Products (25 Items)
Whole Life - Stock/Mutual
Term
Universal Life
Endowment
Joint Life
Survivorship
Variable Life
Group Life
Annuities
Fixed
Equity
Variable Annuity
Viatical Settlement
Underwriting (20 Items)
Completing the Application
Required Signatures
Collecting the Initial Premium and Issuing the Receipt
Insurable Interest
Medical Information and Consumer Reports
Delivering the Policy
When Coverage Begins

Sales Practices
Considerations in Replacing Insurance (2 Items)
State Replacement Requirements

ACCIDENT & HEALTH

Portion	# of Items	Minimum Passing Score	Time Allowed
General	75	70% (53 correct)	113 minutes
State	25	70% (18 correct)	37 minutes

CONTENT OUTLINE

State-Specific Portion

Licensing (6 Items)
Appointment Procedures
36 O.S. § 1435.15
Change of Address
36 O.S. § 1435.8(F)
Disciplinary Actions
36 O.S. § 1435.13, 1435.26
Maintenance (including CE)
36 O.S. § 1435.23, 1435.29; Reg. 365: 25-3-1
Process
36 O.S. § 1435.7, 1435.12
Purpose
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36 O.S. § 1435.7
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36 O.S. § 1435.12
Types of Licensees
36 O.S. § 1435.2, 1435.8-1435.10, 1435.12, 1435.30
State Insurance Statutes, Rules, and Regulations (19 Items)
Capacity to Contract for Insurance - Minors
36 O.S. § 3606(B)
Credit Life, Accident, and Health
Reg: 365: 10-5-60-74
Domestic, Foreign, and Alien Insurers
36 O.S. § 601-603, 2116
Eligibility Requirements
36 O.S. § 6058
Examination of Books and Records
36 O.S. § 1435.13(E)
Fair Credit Reporting Act



36 O.S. § 956
Fraternal Benefit Society
36 O.S. § 2701.1
Fraud and False Statements
36 O.S. § 1204
Insurance Commissioner General Duties and Powers
36 O.S. § 302, 307, 309.2, 907, 1209, 1250.14, 1435.12, 1435.13, 1435.21, 1435.26; Reg. 365: 1-1-3, 1-1-4, 1-1-5
Insurance Information and Privacy Protection
Reg. 365: 35-1-12
Life and Health Insurance Guaranty Association Act
36 O.S. § 2022-2025
Mandated or Required Benefits
36 O.S. § 6060, 6060.2- 6060.4, 6060.8
Mandated or Required Offers
36 O.S. § 1162, 7003
Marketing/Advertising Practices
Reg. 365: 10-3-3, 10-3-31
Medicare Supplement
Reg. 365:10-5-125
Mutual Insurers
36 O.S. § 2103
Other Requirements
36 O.S. § 6519
Payment or Acceptance of Commission
36 O.S. § 1111, 1435.14
Proof of Loss
36 O.S. § 3629
Rate Filings
36 O.S. § 1115, Reg. 365: 15-1-6
Small Employer Health Insurance
36 O.S. § 6512, 6513, 6515, 6519, 6527
State Specific Definitions
36 O.S. § 105, 602, 901.2, 1250.2, 1435.2, 2701.1
Stock Insurers
36 O.S. § 2102
Suitability
36 O.S. § 4429; 365:10-5-48.3
Unfair Claims Settlement Practices Act
36 O.S. § 1250.4. -1250.6, 1250.8
Unfair Trade Practices
36 O.S. § 1201-1205
Rebating and Inducements

Defamation
Twisting (Reg. 365:25-3-9)

General Portion

Provisions, Options, Exclusions, Riders, Clauses, And Right (32 Items)

Mandatory Provisions
Entire Contract
Time Limit on Certain Defenses
Grace Period
Reinstatement
Notice of Claim
Claim Forms
Proof of Loss
Time of Payment of Claims
Payment of Claims
Legal Actions
Change of Beneficiary
Continuation and Extension of Benefits
Preexisting Conditions
Policy Provisions and Options
Entire Contract
Insuring Clause
Free Look
Consideration Clause
Owner's Rights
Beneficiary Designations
Primary and Contingent
Revocable and Irrevocable
Common Disaster
Premium Payment
Modes
Automatic Premium Loan
Reinstatement
Nonforfeiture Options
Misstatement of Age
Fraud
Other Provisions and Clauses
Probationary Period
Elimination Period
Coinsurance
Deductibles



Copayment
Policy Exclusions
Policy Riders
Waiver of Premium
Accidental Death and/or Accidental Death and Dismemberment
Rights of Renewability
Noncancellable
Cancellable
Guaranteed Renewable
COBRA
HIPAA
Underwriting (10 Items)
Completing the Application
Required Signatures
Collecting the Initial Premium and Issuing the Receipt
Insurable Interest
Medical Information and Consumer Reports
Delivering the Policy
When Coverage Begins
Sales Practices
Considerations in Replacing Insurance (3 Items)
State Replacement Requirements
Types of Health Providers and Products (20 Items)
Limited Benefit Plans
Specified Disease (cancer, heart)
Hospital Confinement Indemnity
Major Medical
HMOs
PPOs
MEWAs
Group Health Plans
Credit Disability Policy
Disability Income
Dental
Medicare Supplement Insurance (5 Items)
Medicare Advantage (Part C)
Part D
Plans
Long-Term Care (LTC) Policies (5 Items)
Deductibility of Premiums for LTC Insurance for State Income Tax Purposes

Renewal Features
Sales Requirements
Minimum Standards
Coverage Selections
Suitability

LIFE, ACCIDENT & HEALTH

Portion	# of Items	Minimum Passing Score	Time Allowed
General	112	70% (79 correct)	158 minutes
State	38	70% (27 correct)	52 minutes

CONTENT OUTLINE

State-Specific Portion

Licensing (9 Items)
Appointment Procedures
36 O.S. § 1435.15
Change of Address
36 O.S. § 1435.8(F)
Disciplinary Actions
36 O.S. § 1435.13, 1435.26
Maintenance (including CE)
36 O.S. § 1435.23, 1435.29; Reg. 365: 25-3-1
Process
36 O.S. § 1435.7, 1435.12
Purpose
36 O.S. § 1435.1-1435.3
Qualifications
36 O.S. § 1435.7
Temporary License
36 O.S. § 1435.12
Types of Licensees
36 O.S. § 1435.2, 1435.8-1435.10, 1435.12, 1435.30
State Insurance Statutes, Rules, and Regulations (29 Items)
Accelerated Benefits
Reg. 365: 10-5-101
Capacity to Contract for Insurance - Minors
36 O.S. § 3606(B)
Credit Life, Accident, and Health
Reg: 365: 10-5-60-74
Domestic, Foreign, and Alien Insurers
36 O.S. § 601-603, 2116
Eligibility Requirements



36 O.S. § 6058
Examination of Books and Records
36 O.S. § 1435.13(E)
Fair Credit Reporting Act
36 O.S. § 956
Fraternal Benefit Society
36 O.S. § 2701.1
Fraud and False Statements
36 O.S. § 1204
Insurance Commissioner General Duties and Powers
36 O.S. § 302, 307, 309.2, 907, 1209, 1250.14, 1435.12, 1435.13, 1435.21, 1435.26; Reg. 365: 1-1-3, 1-1-4, 1-1-5
Insurance Information and Privacy Protection
Reg. 365: 35-1-12
Life and Health Insurance Guaranty Association Act
36 O.S. § 2022-2025
Life Insurance Requirements
36 O.S. § 4008(A), 4034(G)
Mandated or Required Benefits
36 O.S. § 6060, 6060.2- 6060.4, 6060.8
Mandated or Required Offers
36 O.S. § 1162, 7003
Marketing/Advertising Practices
Reg. 365: 10-3-3, 10-3-31
Medicare Supplement
Reg. 365:10-5-125
Mutual Insurers
36 O.S. § 2103
Other Requirements
36 O.S. § 6519
Payment or Acceptance of Commission
36 O.S. § 1111, 1435.14
Proof of Loss
36 O.S. § 3629
Rate Filings
36 O.S. § 1115, Reg. 365: 15-1-6
Small Employer Health Insurance
36 O.S. § 6512, 6513, 6515, 6519, 6527
Standard Nonforfeiture Law
36 O.S. § 4029, 4030
State Specific Definitions
36 O.S. § 105, 602, 901.2, 1250.2, 1435.2, 2701.1
Stock Insurers

36 O.S. § 2102
Suitability
36 O.S. § 4429; 365:10-5-48.3
Unfair Claims Settlement Practices Act
36 O.S. § 1250.4. -1250.6, 1250.8
Unfair Trade Practices
36 O.S. § 1201-1205
Rebating and Inducements
Defamation
Twisting (Reg. 365:25-3-9)

General Portion

Provisions, Options, Exclusions, Riders, Clauses, and Rights (42 Items)

Mandatory Provisions
Entire Contract
Time Limit on Certain Defenses
Grace Period
Notice of Claim
Claim Forms
Proof of Loss
Time of Payment of Claims
Payment of Claims
Legal Actions
Change of Beneficiary
Continuation and Extension of Benefits
Preexisting Conditions
Policy Provisions and Options
Entire Contract
Insuring Clause
Free Look
Consideration Clause
Owner's Rights
Beneficiary Designations
Primary and Contingent
Revocable and Irrevocable
Common Disaster
Premium Payment
Modes
Automatic Premium Loan
Reinstatement
Policy Loans, Withdrawals, Partial Surrenders
Nonforfeiture Options



Dividends and Dividend Options
Incontestability
Assignments
Suicide
Misstatement of Age
Settlement Options
Fraud
Other Provisions and Clauses
Probationary Period
Elimination Period
Coinsurance
Deductibles
Copayment
Policy Exclusions
Policy Riders
Waiver of Premium
Guaranteed Insurability
Payor Benefit
Accidental Death and/or Accidental Death and Dismemberment
Accelerated Benefits
Rights of Renewability
Noncancellable
Cancellable
Guaranteed Renewable
COBRA
HIPAA
Life Products (30 Items)
Whole Life - Stock/Mutual
Term
Universal Life
Endowment
Joint Life
Survivorship
Variable Life
Group Life
Annuities
Fixed
Equity
Variable Annuity
Viatical Settlement
Underwriting (13 Items)

Completing the Application
Required Signatures
Collecting the Initial Premium and Issuing the Receipt
Insurable Interest
Medical Information and Consumer Reports
Delivering the Policy
When Coverage Begins
Sales Practices
Considerations in Replacing Insurance (2 Items)
State Replacement Requirements
Types of Health Providers and Products (15 Items)
Limited Benefit Plans
Specified Disease (cancer, heart)
Hospital Confinement Indemnity
Major Medical
HMOs
PPOs
MEWAs
Group Health Plans
Credit Disability Policy
Disability Income
Dental
Medicare Supplement Insurance (5 Items)
Medicare Advantage (Part C)
Part D
Plans
Long-Term Care (LTC) Policies (5 Items)
Deductibility of Premiums for LTC Insurance for State Income Tax Purposes
Renewal Features
Sales Requirements
Minimum Standards
Coverage Selections
Suitability

P&C PERSONAL LINES - DOES NOT INCLUDE COMMERCIAL

Portion	# of Items	Minimum Passing Score	Time Allowed
General	75	70% (53 correct)	113 minutes
State	25	70% (18 correct)	37 minutes



CONTENT OUTLINE

State-Specific Portion

Licensing (5 Items)
Appointment Procedures
36 O.S. § 1435.15
Change of Address
36 O.S. § 1435.8(F)
Disciplinary Actions
36 O.S. § 1435.13, 1435.26
Maintenance (including CE)
36 O.S. § 1435.23, 1435.29; Reg. 365: 25-3-1
Process
36 O.S. § 1435.7, 1435.12
Purpose
36 O.S. § 1435.1-1435.3
Qualifications
36 O.S. § 1435.7
Temporary License
36 O.S. § 1435.12
Types of Licensees
36 O.S. § 1435.2, 1435.8-1435.10, 1435.12, 1435.30
State Insurance Statutes, Rules, and Regulations (10 Items)
Binders
36 O.S. § 3622
Cancellation and Nonrenewal
36 O.S. § 940, 943, 3622, 3639, 3639.1, 4805
Domestic, Foreign, and Alien Insurers
36 O.S. § 601-603, 2116
Examination of Books and Records
36 O.S. § 1435.13(E)
Fair Credit Reporting Act
36 O.S. § 956
Fraud and False Statements
36 O.S. § 1204
Insurance Commissioner General Duties and Powers
36 O.S. § 302, 307, 309.2, 907, 1209, 1250.14, 1435.12, 1435.13, 1435.21, 1435.26; Reg. 365: 1-1-3, 1-1-4, 1-1-5
Insurance Information and Privacy Protection
Reg. 365: 35-1-12
Mutual Insurers
36 O.S. § 2103

Payment or Acceptance of Commission
36 O.S. § 1111, 1435.14
Proof of Loss
36 O.S. § 3629
Property and Casualty Insurance Guaranty Association Act
36 O.S. § 1109, 2002, 2003
Rate Filings
36 O.S. § 1115, Reg. 365: 15-1-6
State Specific Definitions
36 O.S. § 105, 602, 901.2, 1250.2, 1435.2, 2701.1
Stock Insurers
36 O.S. § 2102
Surplus Lines
36 O.S. § 1106
Unfair Claims Settlement Practices Act
36 O.S. § 1250.4. -1250.6, 1250.8
Unfair Trade Practices
36 O.S. § 1201-1205
Rebating and Inducements
Defamation
Twisting (Reg. 365:25-3-9)
State Automobile Insurance Laws (10 Items)
Cancellation/Nonrenewal
36 O.S. § 940, 941, 943, 3635.1; 47 O.S. § 7-316, 7-324; 365:15-1-14
State Automobile Insurance Plans
36 O.S. § 996.1
State Required Minimum Limits of Liability
36 O.S. § 924.1, 941.2, 3635.1, 3636; 47 O.S. § 7-324
Uninsured/Underinsured Motorist
36 O.S. § 3636, 3637

General Portion

Types of Personal Property Policies (15 Items)
Personal Lines
Dwelling and Contents (DP forms)
Personal Liability
Homeowners (HO forms)
Mobile Homes
Inland Marine
Personal Floaters
Nationwide Definition
Others



Flood
Personal Watercraft
Earthquake
Property Insurance Terms and Related Concepts (15 Items)
Insurance
Insurable Interest
Risk
Hazard
Peril
Loss
Direct
Indirect
Proximate Cause
Deductible
Indemnity
Actual Cash Value (ACV)
Replacement Cost
Limits of Liability
Coinsurance/Insurance to Value
Pair and Set Clause
Additional Coverages
Accident
Occurrence
Vacancy and Unoccupancy
Right of Salvage
Burglary
Robbery
Theft
Mysterious Disappearance
Representations
Underwriting
General Concepts
Property Policy Provisions and Contract Law (15 Items)
Declarations
Insuring Agreement
Conditions
Exclusions
Definition of the Insured
Duties of the Insured
Obligations of the Insurance Company
Mortgagee Rights

Proof of Loss
Notice of Claim
Other Insurance Provisions
Assignment
Subrogation
Elements of a Contract
Warranties, Representations, and Concealment
Binders
Endorsements
Cancellation and Nonrenewal Provisions
Types of Personal Casualty Policies and Related Terms (10 Items)
Personal Automobile
Liability
Medical Payments
Physical Damage (Collision and Other Than Collision)
Uninsured/Underinsured Motorist
Who is an Insured
Types of Auto
Owned
Temporary Substitute
Umbrella/Excess Liability
Casualty Insurance Terms and Related Concepts (10 Items)
Risk
Hazard
Indemnity
Insurable Interest
Actual Cash Value (ACV)
Negligence
Liability
Accident
Occurrence
Binders
Warranties
Representations
Concealment
Bodily Injury Liability
Property Damage Liability
Personal Injury Liability
Limits of Liability
Deductibles
Insured Contract



Certification of Insurance
Underwriting
General Concepts
Casualty Policy Provisions and Contract Law (10 items)
Declarations
Insuring Agreement
Conditions
Exclusions
Definition of the Insured
Duties of the Insured After a Loss
Cancellation and Nonrenewal Provisions
Proof of Loss
Notice of Claim
Other Insurance
Subrogation
Salvage
Limitations
Elements of a Contract
Obligations of the Insurance Company
Endorsements

36 O.S. § 1435.1-1435.3
Qualifications
36 O.S. § 1435.7
Temporary License
36 O.S. § 1435.12
Types of Licensees
36 O.S. § 1435.2, 1435.8-1435.10, 1435.12, 1435.30
State Insurance Statutes, Rules, and Regulations (16 Items)
Binders
36 O.S. § 3622
Cancellation and Nonrenewal
36 O.S. § 940, 943, 3622, 3639, 3639.1, 4805
Domestic, Foreign, and Alien Insurers
36 O.S. § 601-603, 2116
Examination of Books and Records
36 O.S. § 1435.13(E)
Fair Credit Reporting Act
36 O.S. § 956
Fraud and False Statements
36 O.S. § 1204
Insurance Commissioner General Duties and Powers
36 O.S. § 302, 307, 309.2, 907, 1209, 1250.14, 1435.12, 1435.13, 1435.21, 1435.26; Reg. 365: 1-1-3, 1-1-4, 1-1-5
Insurance Information and Privacy Protection
Reg. 365: 35-1-12
Mutual Insurers
36 O.S. § 2103
Payment or Acceptance of Commission
36 O.S. § 1111, 1435.14
Proof of Loss
36 O.S. § 3629
Property and Casualty Insurance Guaranty Association Act
36 O.S. § 1109, 2002, 2003
Rate Filings
36 O.S. § 1115, Reg. 365: 15-1-6
State Specific Definitions
36 O.S. § 105, 602, 901.2, 1250.2, 1435.2, 2701.1
Stock Insurers
36 O.S. § 2102
Surplus Lines
36 O.S. § 1106
Unfair Claims Settlement Practices Act
36 O.S. § 1250.4. -1250.6, 1250.8
Unfair Trade Practices

PROPERTY & CASUALTY - PERSONAL & COMMERCIAL

Portion	# of Items	Minimum Passing Score	Time Allowed
General	112	70% (79 correct)	158 minutes
State	38	70% (27 correct)	52 minutes

CONTENT OUTLINE

State-Specific Portion

Licensing (7 Items)
Appointment Procedures
36 O.S. § 1435.15
Change of Address
36 O.S. § 1435.8(F)
Disciplinary Actions
36 O.S. § 1435.13, 1435.26
Maintenance (including CE)
36 O.S. § 1435.23, 1435.29; Reg. 365: 25-3-1
Process
36 O.S. § 1435.7, 1435.12
Purpose



36 O.S. § 1201-1205
Rebating and Inducements
Defamation
Twisting (Reg. 365:25-3-9)
State Automobile Insurance Laws (10 Items)
Cancellation/Nonrenewal
36 O.S. § 940, 941, 943, 3635.1; 47 O.S. § 7-316, 7-324; 365:15-1-14
State Automobile Insurance Plans
36 O.S. § 996.1
State Required Minimum Limits of Liability
36 O.S. § 924.1, 941.2, 3635.1, 3636; 47 O.S. § 7-324
Uninsured/Underinsured Motorist
36 O.S. § 3636, 3637
State Workers' Compensation (5 Items)
85 O.S. § 308, 311, 326, 332, 335, 337, 338, 345, 349

General Portion

Types of Personal Policies (8 items)
Personal Lines
Dwelling and Contents (DP forms)
Personal Liability
Homeowners (HO forms)
Mobile Homes
Inland Marine
Personal Floaters
Nationwide Definition
Others
Flood
Personal Watercraft
Earthquake
Types of Commercial Property Policies (15 items)
Commercial Lines
Commercial Property
Commercial Building and Personal Property Form
Causes of Loss Forms
Business Income
Extra Expense
Commercial Package Policy (CPP)
Equipment Breakdown Coverage Form
Businessowners Policy (BOP)
Bonds

Inland Marine
Commercial Floaters
Nationwide Definition
Others
Flood
Earthquake
Burglary and Crime Coverage
Property Insurance Terms and Related Concepts (20 items)
Insurance
Insurable Interest
Risk
Hazard
Peril
Loss
Direct
Indirect
Proximate Cause
Deductible
Indemnity
Actual Cash Value (ACV)
Replacement Cost
Limits of Liability
Coinsurance/Insurance to Value
Pair and Set Clause
Additional Coverages
Accident
Occurrence
Vacancy and Unoccupancy
Right of Salvage
Burglary
Robbery
Theft
Mysterious Disappearance
Representations
Underwriting
General Concepts
Property Policy Provisions and Contract Law (15 items)
Declarations
Insuring Agreement
Conditions
Exclusions



Definition of the Insured
Duties of the Insured
Obligations of the Insurance Company
Mortgagee Rights
Proof of Loss
Notice of Claim
Appraisal
Other Insurance Provisions
Assignment
Subrogation
Arbitration
Elements of a Contract
Warranties, Representations, and Concealment
Binders
Endorsements
Cancellation and Nonrenewal Provisions
Types of Personal Casualty Policies and Related Terms (10 items)
Personal Automobile
Liability
Medical Payments
Physical Damage (Collision and Other Than Collision)
Uninsured/Underinsured Motorist
Who is an Insured
Types of Auto
Owned
Temporary Substitute
Umbrella/Excess Liability
Types of Commercial Casualty Policies, Bonds and Related Terms (20 items)
Commercial General Liability
Basic Hazards
Premises and Operations
Products and Completed Operations
Independent Contractors
Contractual
Commercial General Liability Coverage Forms
Coverage A: Bodily Injury and Property Damage Liability
Occurrence
Coverage B: Personal Injury and Advertising Injury
Coverage C: Medical Payments
Who is an Insured

Limits
Definitions
Owners and Contractors Protective Liability
Business (Commercial) Automobile
Liability
Medical Payments
Physical Damage
Uninsured/Underinsured Motorist
Who is an Insured
Types of Autos
Owned
Nonowned
Hired
Temporary Substitute
Garage Coverage Form, including Garagekeepers Insurance
Workers' Compensation Insurance
Standard Policy Concepts
Self-Insurers
Work-Related vs. Non-Work-Related
Other States' Insurance
Surety Bonds
Professional Liability
Errors and Omissions
Directors and Officers
Umbrella/Excess Liability
Casualty Insurance Terms and Related Concepts (15 items)
Risk
Hazard
Indemnity
Insurable Interest
Actual Cash Value (ACV)
Negligence
Liability
Accident
Occurrence
Binders
Warranties
Representations
Concealment
Bodily Injury Liability
Property Damage Liability



Personal Injury Liability
Limits of Liability
Deductibles
Insured Contract
Certificate of Insurance
Underwriting
General Concepts
Casualty Policy Provisions and Contract Law (9 items)
Declarations
Insuring Agreement
Conditions
Exclusions
Definition of the Insured
Duties of the Insured
Duties of the Insured after a Loss
Cancellation and Nonrenewal Provisions
Proof of Loss
Notice of Claim
Other Insurance Provisions
Subrogation
Claims Made Form
Salvage
Limitations
Elements of a Contract
Obligations of the Insurance Company
Endorsements

36 O.S. § 1435.13, 1435.26
Maintenance (including CE)
36 O.S. § 1435.23, 1435.29; Reg. 365: 25-3-1
Process
36 O.S. § 1435.7, 1435.12
Purpose
36 O.S. § 1435.1-1435.3
Qualifications
36 O.S. § 1435.7
Temporary License
36 O.S. § 1435.12
Types of Licensees
36 O.S. § 1435.2, 1435.8-1435.10, 1435.12, 1435.30
State Insurance Statutes, Rules, and Regulations (11 Items)
Binders
36 O.S. § 3622
Cancellation and Nonrenewal
36 O.S. § 940, 943, 3622, 3639, 3639.1, 4805
Domestic, Foreign, and Alien Insurers
36 O.S. § 601-603, 2116
Examination of Books and Records
36 O.S. § 1435.13(E)
Fair Credit Reporting Act
36 O.S. § 956
Fraud and False Statements
36 O.S. § 1204
Insurance Commissioner General Duties and Powers
36 O.S. § 302, 307, 309.2, 907, 1209, 1250.14, 1435.12, 1435.13, 1435.21, 1435.26; Reg. 365: 1-1-3, 1-1-4, 1-1-5
Insurance Information and Privacy Protection
Reg. 365: 35-1-12
Mutual Insurers
36 O.S. § 2103
Payment or Acceptance of Commission
36 O.S. § 1111, 1435.14
Proof of Loss
36 O.S. § 3629
Property and Casualty Insurance Guaranty Association Act
36 O.S. § 1109, 2002, 2003
Rate Filings
36 O.S. § 1115, Reg. 365: 15-1-6
State Specific Definitions
36 O.S. § 105, 602, 901.2, 1250.2, 1435.2, 2701.1
Stock Insurers

CASUALTY - PERSONAL & COMMERCIAL

Portion	# of Items	Minimum Passing Score	Time Allowed
General	56	70% (39 correct)	90 minutes
State	19	70% (13 correct)	30 minutes

CONTENT OUTLINE

State-Specific Portion

Licensing (3 Items)
Appointment Procedures
36 O.S. § 1435.15
Change of Address
36 O.S. § 1435.8(F)
Disciplinary Actions



36 O.S. § 2102
Unfair Claims Settlement Practices Act
36 O.S. § 1250.4. -1250.6, 1250.8
Unfair Trade Practices
36 O.S. § 1201-1205
Rebating and Inducements
Defamation
Twisting (Reg. 365:25-3-9)
State Automobile Insurance Laws (3 Items)
Cancellation/Nonrenewal
36 O.S. § 940, 941, 943, 3635.1; 47 O.S. § 7-316, 7-324; 365:15-1-14
State Automobile Insurance Plans
36 O.S. § 996.1
State Required Minimum Limits of Liability
36 O.S. § 924.1, 941.2, 3635.1, 3636; 47 O.S. § 7-324
Uninsured/Underinsured Motorist
36 O.S. § 3636, 3637
State Workers' Compensation (2 Items)
85 O.S. § 308, 311, 326, 332, 335, 337, 338, 345, 349

General Portion

Types of Personal Casualty Policies and Related Terms (6 items)
Personal Automobile
Liability
Medical Payments
Physical Damage (Collision and Other Than Collision)
Uninsured/Underinsured Motorist
Who is an Insured
Types of Auto
Owned
Temporary Substitute
Umbrella/Excess Liability
Types of Commercial Casualty Policies, Bonds, and Related Terms (30 items)
Commercial General Liability
Basic Hazards
Premises and Operations
Products and Completed Operations
Independent Contractors
Contractual
Commercial General Liability Coverage Forms
Coverage A: Bodily Injury and Property Damage Liability
Occurrence

Coverage B: Personal Injury and Advertising Injury
Coverage C: Medical Payments
Who is an Insured
Limits
Definitions
Owners and Contractors Protective Liability
Business (Commercial) Auto
Liability
Medical Payments
Physical Damage
Uninsured/Underinsured Motorist
Who is an Insured
Types of Autos
Owned
Nonowned
Hired
Temporary Substitute
Garage Coverage Form, including Garagekeepers Insurance
Workers' Compensation Insurance
Standard Policy Concepts
Self-Insurers
Work-Related vs. Non-Work-Related
Other States Insurance
Surety Bonds
Professional Liability
Errors and Omissions
Directors and Officers
Umbrella/Excess Liability
Employment Practices Liability Insurance (EPLI)
Casualty Insurance Terms and Related Concepts (13 items)
Risk
Hazard
Indemnity
Insurable Interest
Actual Cash Value (ACV)
Negligence
Liability
Accident
Occurrence
Binders
Warranties
Representations



Concealment
Bodily Injury Liability
Property Damage Liability
Personal Injury Liability
Limits of Liability
Deductibles
Insured Contract
Certificate of Insurance
Underwriting
General Concepts
Casualty Policy Provisions and Contract Law (7 items)
Declarations
Insuring Agreement
Conditions
Exclusions
Definition of the Insured
Duties of the Insured
Duties of the Insured after a Loss
Cancellation and Nonrenewal Provisions
Proof of Loss
Notice of Claim
Other Insurance Provision
Subrogation
Claims Made Form
Salvage
Limitations
Elements of a Contract
Obligations of Insurance Companies
Endorsements

36 O.S. § 1435.8(F)
Disciplinary Actions
36 O.S. § 1435.13, 1435.26
Maintenance (including CE)
36 O.S. § 1435.23, 1435.29; Reg. 365: 25-3-1
Process
36 O.S. § 1435.7, 1435.12
Purpose
36 O.S. § 1435.1-1435.3
Qualifications
36 O.S. § 1435.7
Temporary License
36 O.S. § 1435.12
Types of Licensees
36 O.S. § 1435.2, 1435.8-1435.10, 1435.12, 1435.30
State Insurance Statutes, Rules, and Regulations (13 Items)
Binders
36 O.S. § 3622
Cancellation and Nonrenewal
36 O.S. § 940, 943, 3622, 3639, 3639.1, 4805
Domestic, Foreign, and Alien Insurers
36 O.S. § 601-603, 2116
Examination of Books and Records
36 O.S. § 1435.13(E)
Fair Credit Reporting Act
36 O.S. § 956
Fraud and False Statements
36 O.S. § 1204
Insurance Commissioner General Duties and Powers
36 O.S. § 302, 307, 309.2, 907, 1209, 1250.14, 1435.12, 1435.13, 1435.21, 1435.26; Reg. 365: 1-1-3, 1-1-4, 1-1-5
Insurance Information and Privacy Protection
Reg. 365: 35-1-12
Mutual Insurers
36 O.S. § 2103
Payment or Acceptance of Commission
36 O.S. § 1111, 1435.14
Proof of Loss
36 O.S. § 3629
Property and Casualty Insurance Guaranty Association Act
36 O.S. § 1109, 2002, 2003
Rate Filings
36 O.S. § 1115, Reg. 365: 15-1-6
State Specific Definitions

PROPERTY - PERSONAL & COMMERCIAL

Portion	# of Items	Minimum Passing Score	Time Allowed
General	56	70% (39 correct)	90 minutes
State	19	70% (13 correct)	30 minutes

CONTENT OUTLINE

State-Specific Portion

Licensing (6 Items)
Appointment Procedures
36 O.S. § 1435.15
Change of Address



36 O.S. § 105, 602, 901.2, 1250.2, 1435.2, 2701.1
Stock Insurers
36 O.S. § 2102
Surplus Lines
36 O.S. § 1106
36 O.S. § 1250.4. -1250.6, 1250.8
Unfair Trade Practices
36 O.S. § 1201-1205
Rebating and Inducements
Defamation
Twisting (Reg. 365:25-3-9)

General Portion

Types of Personal Property Policies (7 items)
Personal Lines
Dwelling and Contents (DP forms)
Personal Liability
Homeowners (HO forms)
Mobile Homes
Inland Marine
Personal Floaters
Nationwide Definition
Others
Flood
Personal Watercraft
Earthquake
Types of Commercial Property Policies (15 items)
Commercial Lines
Commercial Property
Commercial Building and Personal Property Form
Causes of Loss Forms
Business Income
Extra Expense
Commercial Package Policy (CPP)
Equipment Breakdown Coverage Forms
Businessowners Policy (BOP)
Crime Bonds
Fidelity
Crime
Inland Marine
Commercial Floaters
Nationwide Definition
Motor Truck Cargo

Others
Flood
Earthquake
Burglary and Crime Coverage
Property Insurance Terms and Related Concepts (20 items)
Insurance
Insurable Interest
Risk
Hazard
Peril
Loss
Direct
Indirect
Proximate Cause
Deductible
Indemnity
Actual Cash Value
Replacement Cost
Limits of Liability
Coinsurance/Insurance to Value
Pair and Set Clause
Additional Coverages
Accident
Occurrence
Vacancy and Unoccupancy
Right of Salvage
Burglary
Robbery
Theft
Mysterious Disappearance
Representations
Underwriting
General Concepts
Property Policy Provisions and Contract Law (14 items)
Declarations
Insuring Agreement
Conditions
Exclusions
Definition of the Insured
Duties of the Insured
Obligations of the Insurance Company
Mortgagee Rights



Proof of Loss
Notice of Claim
Other Insurance Provision
Assignment
Subrogation
Elements of a Contract
Warranties, Representations, and Concealment
Binders
Endorsements
Cancellation and Nonrenewal Provisions

TITLE PRODUCER

# of Items	Minimum Passing Score	Time Allowed
35	70% (25 correct)	60 Minutes

CONTENT OUTLINE

State Insurance Statutes, Rules, and Regulations (9 Items)
Payment or Acceptance of Commission
36 O.S. § 1435.14
Rebating
36 O.S. § 1204(8)
Maintenance (including CE)
36 O.S. § 1435.29; Reg. 365: 25-3-1
Disciplinary Actions
36 O.S. § 1435.13, 1435.26
Definitions and Statutory Requirements
36 O.S. § 5001 et seq; Reg. 365:25-3
Duly Certified Abstract
Reg. 365:20-3-2
Countersigning of Policies
Opinion of Title
Preparation of Abstract
Unfair Claims Settlement Practices Act
36 O.S. § Sec. 1250.4, 1250.6
Licensing
36 O.S. § Sec. 1435.7-.8, 1435.13, 1435.30
Title Insurance Terms and Related Concepts (10 items)
Commitment
Policies
Exceptions
Requirements

Endorsements
Insurer/Underwriter
Closing and Settlement
Title Producer
36 O.S. § 1435.2(7); 1435.4
Search and Examination
Premiums
Title Insurance Policies (8 Items)
Types of Policies
Owner's
Loan
Policy Provisions
Insuring Clause
Terms, Conditions, and Stipulations
Characteristics of Title Insurance
Single Premium
Retrospective Coverage
Real Estate Ownership (2 Items)
Joint Tenancy
Tenants in Common
Fee Simple
Life Estate
Leasehold
Rights and Interests (2 Items)
Easement and Right of Way
Voluntary and Involuntary Liens
Covenants, Conditions, and Restrictions
Legal Descriptions (2 Items)
Section, Township, and Range
Metes and Bounds
Subdivided Land
Methods of Transfer/Conveyances (2 Items)
Warranty Deeds
Quit Claim Deeds
Foreclosure
Probate
Tax Deeds



AIRCRAFT TITLE

# of Items	Minimum Passing Score	Time Allowed
35	70% (25 correct)	60 Minutes

CONTENT OUTLINE

State Insurance Statutes, Rules, and Regulations (9 Items)
Definitions
36 O.S. § 1435.2, 1435.7
Duly Certified Abstract
Statutory Requirements
36 O.S. § 1250.6; Reg. 365: 20-3-2, 20-3-3
Countersigning of Policies
Opinion of Title
Preparation of Abstract
Payment or Acceptance of Commission
36 O.S. § 1435.14
Rebating
36 O.S. § 1204(8)
Examination of Books and Records
36 O.S. § 1435.13(E)
Insurance Commissioner General Duties and Powers
36 O.S. § 302, 307, 309.2, 1209, 1250.14, 1435.13
Maintenance (including CE)
36 O.S. § 1435.29; Reg. 365: 25-3-1
Conveyances (8 Items)
FAA Procedures with Respect to Conveyances (4 Items)
Registration of Aircraft (4 Items)
Cape Town Treaty (4 Items)
Governing Law (2 Items)
Money Laundering (2 Items)
Money Transmission (2 Items)

PROPERTY ADJUSTER (ONLY) MOTOR VEHICLE INCLUDED

# of Items	Minimum Passing Score	Time Allowed
50	70% (35 correct)	75 Minutes

CONTENT OUTLINE

Licensing (4 Items)
Change of Address
36 O.S. § 6206
Disciplinary Actions
36 O.S. § 6219, 6220
Maintenance (including CE)
36 O.S. § 6217; Reg. 365: 25-3-14
Qualifications
36 O.S. § 6206
Types of Licensees
36 O.S. § 6202, 6204, 6205, 6207, 6209
State Insurance Statutes, Rules, and Regulations (7 Items)
Binders
36 O.S. § 3622
Cancellation and Nonrenewal
36 O.S. § 940, 941, 943, 996.1, 2305, 3639, 3639.1
Insurance Commissioner General Duties and Powers
36 O.S. § 307, 309.2, 907, 1205, 1209, 6219, 6220
Proof of Loss
36 O.S. § 3629, 4805
Property and Casualty Insurance Guaranty Association Act
36 O.S. § 2002, 2003
State Specific Definitions
36 O.S. § 105, 602, 1250.2, 1250.6, 2003, 2004; 47 O.S. § 7-316, 324
Unfair Claims Settlement Practices Act
36 O.S. § 1250.4.-1250.6, 1250.8, 1250.14
Unfair Trade Practices
36 O.S. § 1201-1205
State Automobile Insurance Laws (4 Items)
Cancellation/Nonrenewal
36 O.S. § 941, 943, 3635.1; 47 O.S. § 7-316, 7-324
State Automobile Insurance Plans
36 O.S. § 996.1
State Required Minimum Limits of Liability
36 O.S. § 924.1, 941.2, 3635.1, 3636; 47 O.S. § 7-324
Uninsured/Underinsured Motorist
36 O.S. § 3636, 3637
Types of Personal Property Policies (7 Items)
Personal Lines
Dwelling and Contents (DP forms)
Homeowners (HO forms)



Mobile Homes
Inland Marine
Personal Floaters
Nationwide Definition
Others
Flood
Personal Watercraft
Earthquake
Types of Commercial Property Policies (7 Items)
Commercial Lines
Commercial Property
Commercial Building and Personal Property Form
Causes of Loss Forms
Business Income
Extra Expense
Commercial Package Policy (CPP)
Equipment Breakdown Coverage Form
Businessowners Policy (BOP)
Inland Marine
Commercial Floaters
Nationwide Definition
Others
Flood
Earthquake
Insurance Terms and Related Concepts (6 Items)
Insurance
Insurable Interest
Risk
Hazard
Peril
Loss
Proximate Cause
Indemnity
Limits of Liability
Coinsurance/Insurance to Value
Policy Provisions and Contract Law (5 Items)
Definition of the Insured
Duties of the Insured
Proof of Loss
Notice of Claim
Subrogation
Cancellation and Nonrenewal Provisions
Types of Automobile Insurance (10 Items)

Personal Automobile and Business Automobile
Liability
Medical Payments
Physical Damage (Collision and Other Than Collision)
Who is an Insured?
Types of Automobiles
Owned
Non-Owned
Hired
Temporary Substitute
Garage Coverage Form, including Garagekeepers Insurance

CRIME & FIDELITY BONDS ADJUSTER

# of Items	Minimum Passing Score	Time Allowed
35	70% (25 correct)	60 Minutes

CONTENT OUTLINE

Licensing (3 Items)
Change of Address
36 O.S. § 6206
Disciplinary Actions
36 O.S. § 6219, 6220
Maintenance (including CE)
36 O.S. § 6217; Reg. 365: 25-3-14
Qualifications
36 O.S. § 6206
Types of Licensees
36 O.S. § 6202, 6204, 6205, 6207, 6209
State Insurance Statutes, Rules, and Regulations (6 Items)
Binders
36 O.S. § 3622
Cancellation and Nonrenewal
36 O.S. § 940, 941, 943, 996.1, 2305, 3639, 3639.1
Insurance Commissioner General Duties and Powers
36 O.S. § 307, 309.2, 907, 1205, 1209, 6219, 6220
Proof of Loss
36 O.S. § 3629, 4805
Property and Casualty Insurance Guaranty Association Act
36 O.S. § 2002, 2003



State Specific Definitions
36 O.S. § 105, 602, 1250.2, 1250.6, 2003, 2004; 47 O.S. § 7-316, 324
Unfair Claims Settlement Practices Act
36 O.S. § 1250.4.-1250.6, 1250.8, 1250.14
Unfair Trade Practices
36 O.S. § 1201-1205
Insurance Terms and Related Concepts (8 Items)
Insurance
Insurable Interest
Risk
Hazard
Peril
Loss
Proximate Cause
Indemnity
Limits of Liability
Crime and Fidelity Bonds (11 Items)
Crime Bonds
Theft, Disappearance, and Destruction
Robbery and Safe Burglary
Premises Burglary
Custodian
Messenger
Guard or Watchperson
Purpose and Type of Fidelity Bonds
Individual Schedule
Blanket
Policy Provisions and Contract Law (7 Items)
General Contract Knowledge
Definitions
Parties of a Contract
Terms of Obligation
Duties of the Insured

CONTENT OUTLINE

Licensing (3 Items)
Change of Address
36 O.S. § 6206
Disciplinary Actions
36 O.S. § 6219, 6220
Maintenance (including CE)
36 O.S. § 6217; Reg. 365: 25-3-14
Qualifications
36 O.S. § 6206
Types of Licensees
36 O.S. § 6202, 6204, 6205, 6207, 6209
State Insurance Statutes, Rules, and Regulations (6 Items)
Binders
36 O.S. § 3622
Cancellation and Nonrenewal
36 O.S. § 940, 941, 943, 996.1, 2305, 3639, 3639.1
Insurance Commissioner General Duties and Powers
36 O.S. § 307, 309.2, 907, 1205, 1209, 6219, 6220
Proof of Loss
36 O.S. § 3629, 4805
Property and Casualty Insurance Guaranty Association Act
36 O.S. § 2002, 2003
State Specific Definitions
36 O.S. § 105, 602, 1250.2, 1250.6, 2003, 2004; 47 O.S. § 7-316, 324
Unfair Claims Settlement Practices Act
36 O.S. § 1250.4.-1250.6, 1250.8, 1250.14
Unfair Trade Practices
36 O.S. § 1201-1205
Crop-Hail Insurance (13 Items)
Eligibility
Insurable Interest
Application
Declarations Section
Required Information
Provision for Company Rejection
Insurance Period
Effective Date
Expiration
Cancellation
Perils Insured Against
Exclusions

CROP & HAIL ADJUSTER

# of Items	Minimum Passing Score	Time Allowed
35	70% (25 correct)	60 Minutes



Limits of Coverage
Insurable Value
Percentage Plan
Deductibles
Reduction of Insurance
Loss Payment
Crop-Hail Other Provisions
Replanting Clause
Acreage Variation
Transit Coverage
Fire Department Service Charge
Pro Rata Liability Clause
Fire and Lightning Coverage
Catastrophe Loss Award
Assignment
Claim Settlement
Notice of Loss
Insured's Duties after Loss
Appraisal/Arbitration
Companion Plan Hail
Multiple Peril Crop Insurance (MPCI) (13 Items)
Common Crop Provisions
Eligibility
Insureds
Insurable Crops
Special Provisions
Yield Guarantee
Actual Production History (APH)
Assigned Yield
Transitional Yield
Coverage Level
Group Risk Plan
Units
Production Reporting
Acreage Reporting
Insurance Period
Continuous
Cancellation
Termination
Multiple Peril Policy Provisions
Price Election
Optional Units
High Risk Land Exclusion

Hail/Fire Exclusion
Replanting Provisions
Late Planting Coverage
Prevented Planting Coverage
Transfer of Coverage
Assignment of Indemnity
Priorities of Conflicts between Provisions
Duties After Loss
Insured
Insurer
Covered Causes of Loss
Administrative Fees
Application
Concealment, Misrepresentation, or Fraud
Subrogation

WORKERS' COMPENSATION ADJUSTER

# of Items	Minimum Passing Score	Time Allowed
35	70% (25 correct)	60 Minutes

CONTENT OUTLINE

Licensing (3 Items)
Change of Address
36 O.S. § 6206
Disciplinary Actions
36 O.S. § 6219, 6220
Maintenance (including CE)
36 O.S. § 6217; Reg. 365: 25-3-14
Qualifications
36 O.S. § 6206
Types of Licensees
36 O.S. § 6202, 6204, 6205, 6207, 6209
State Insurance Statutes, Rules, and Regulations (5 Items)
Binders
36 O.S. § 3622
Cancellation and Nonrenewal
36 O.S. § 940, 941, 943, 996.1, 2305, 3639, 3639.1
Insurance Commissioner General Duties and Powers
36 O.S. § 307, 309.2, 907, 1205, 1209, 6219, 6220
Proof of Loss
36 O.S. § 3629, 4805



Property and Casualty Insurance Guaranty Association Act
36 O.S. § 2002, 2003
State Specific Definitions
36 O.S. § 105, 602, 1250.2, 1250.6, 2003, 2004; 47 O.S. § 7-316, 324
Unfair Claims Settlement Practices Act
36 O.S. § 1250.4.-1250.6, 1250.8, 1250.14
Unfair Trade Practices
36 O.S. § 1201-1205
State Workers' Compensation (11 Items)
85 O.S. § 308, 311, 326, 332, 335, 337, 338, 345, 349
Insurance Terms and Related Concepts (3 Items)
Insurance
Loss
Indemnity
Policy Provisions and Contract Law (4 Items)
Duties of the Insured
Cancellation and Nonrenewal Provisions
Subrogation
Workers' Compensation (9 Items)
Workers' Compensation Insurance
Standard Policy Concepts
Work-Related vs. Non-Work-Related
Coverages

Binders
36 O.S. § 3622
Cancellation and Nonrenewal
36 O.S. § 940, 941, 943, 996.1, 2305, 3639, 3639.1
Insurance Commissioner General Duties and Powers
36 O.S. § 307, 309.2, 907, 1205, 1209, 6219, 6220
Proof of Loss
36 O.S. § 3629, 4805
Property and Casualty Insurance Guaranty Association Act
36 O.S. § 2002, 2003
State Specific Definitions
36 O.S. § 105, 602, 1250.2, 1250.6, 2003, 2004; 47 O.S. § 7-316, 324
Unfair Claims Settlement Practices Act
36 O.S. § 1250.4.-1250.6, 1250.8, 1250.14
Unfair Trade Practices
36 O.S. § 1201-1205
State Workers' Compensation (1 Item)
85 O.S. § 308, 311, 326, 332, 335, 337, 338, 345, 349
Insurance Terms and Related Concepts (5 Items)
Insurance
Insurable Interest
Risk
Hazard
Peril
Loss
Proximate Cause
Indemnity
Limits of Liability
Coinsurance/Insurance to Value
Policy Provisions and Contract Law (6 Items)
Definition of the Insured
Duties of the Insured
Cancellation and Nonrenewal Provisions
Proof of Loss
Notice of Claim
Subrogation
Uninsured/Underinsured Motorist
Personal Automobile and Business Automobile
Homeowners (HO Forms)
Types of Commercial Casualty Policies, Bonds and Related Terms (15 Items)
Commercial General Liability
Basic Hazards
Commercial General Liability Coverage Forms

CASUALTY ADJUSTER (ONLY)

# of Items	Minimum Passing Score	Time Allowed
35	70% (25 correct)	60 Minutes

CONTENT OUTLINE

Licensing (3 Items)
Change of Address
36 O.S. § 6206
Disciplinary Actions
36 O.S. § 6219, 6220
Maintenance (including CE)
36 O.S. § 6217; Reg. 365: 25-3-14
Qualifications
36 O.S. § 6206
Types of Licensees
36 O.S. § 6202, 6204, 6205, 6207, 6209
State Insurance Statutes, Rules, and Regulations (5 Items)



Owners and Contractors Protective Liability
Surety Bonds
Professional Liability
Errors and Omissions
Directors and Officers
Umbrella/Excess Liability
Negligence

PROPERTY, CASUALTY ADJUSTER MOTOR VEHICLE INCLUDED

# of Items	Minimum Passing Score	Time Allowed
85	70% (60 correct)	135 Minutes

CONTENT OUTLINE

Licensing (5 Items)
Change of Address
36 O.S. § 6206
Disciplinary Actions
36 O.S. § 6219, 6220
Maintenance (including CE)
36 O.S. § 6217; Reg. 365: 25-3-14
Qualifications
36 O.S. § 6206
Types of Licensees
36 O.S. § 6202, 6204, 6205, 6207, 6209
State Insurance Statutes, Rules, and Regulations (6 Items)
Binders
36 O.S. § 3622
Cancellation and Nonrenewal
36 O.S. § 940, 941, 943, 996.1, 2305, 3639, 3639.1
Insurance Commissioner General Duties and Powers
36 O.S. § 307, 309.2, 907, 1205, 1209, 6219, 6220
Proof of Loss
36 O.S. § 3629, 4805
Property and Casualty Insurance Guaranty Association Act
36 O.S. § 2002, 2003
State Specific Definitions
36 O.S. § 105, 602, 1250.2, 1250.6, 2003, 2004; 47 O.S. § 7-316, 324
Unfair Claims Settlement Practices Act
36 O.S. § 1250.4.-1250.6, 1250.8, 1250.14
Unfair Trade Practices
36 O.S. § 1201-1205

State Automobile Insurance Laws (6 Items)
Cancellation/Nonrenewal
36 O.S. § 941, 943, 3635.1; 47 O.S. § 7-316, 7-324
State Automobile Insurance Plans
36 O.S. § 996.1
State Required Minimum Limits of Liability
36 O.S. § 924.1, 941.2, 3635.1, 3636; 47 O.S. § 7-324
Uninsured/Underinsured Motorist
36 O.S. § 3636, 3637
State Workers' Compensation (3 Items)
85 O.S. § 308, 311, 326, 332, 335, 337, 338, 345, 349
Types of Personal and Commercial Property Policies (17 Items)
Personal Lines
Dwelling and Contents (DP Forms)
Personal Liability
Homeowners (HO Forms)
Mobile Homes
Inland Marine
Personal Floaters
Nationwide Definition
Commercial Floaters
Others
Flood
Personal Watercraft
Earthquake
Commercial Ocean Marine
Commercial Lines
Commercial Property
Commercial Package Policy (CPP)
Equipment Breakdown Coverage Form
Businessowners Policy (BOP)
Property Insurance Terms and Related Concepts (13 Items)
Insurance
Insurable Interest
Risk
Hazard
Peril
Loss
Proximate Cause
Indemnity
Limits of Liability
Coinsurance/Insurance to Value
Types of Commercial Casualty Policies, Bonds, and Related Terms (10 Items)



Commercial General Liability
Basic Hazards
Commercial General Liability Coverage Forms
Owners and Contractors Protective Liability
Bonds
Fidelity
Surety
Professional Liability
Errors and Omissions
Directors and Officers
Umbrella/Excess Liability
Negligence
Workers' Compensation
Casualty Policy Provisions and Contract Law (5 Items)
Definition of the Insured
Duties of the Insured
Cancellation and Nonrenewal Provisions
Proof of Loss
Notice of Claim
Subrogation
Types of Automobile Insurance (20 Items)
Personal Automobile and Business Automobile
Liability
Medical Payments
Physical Damage (Collision and Other Than Collision)
Uninsured/Underinsured Motorist
Who is an Insured?
Types of Automobiles
Owned
Non-owned
Hired
Temporary Substitute
Garage Coverage Form, including Garagekeepers Insurance

BAIL BONDSMAN

# of Items	Minimum Passing Score	Time Allowed
100	70% (70 correct)	120 Minutes

CONTENT OUTLINE

Licensing (12 Items)
Maintenance (including CE)

59 O.S. § 1308.1; Reg. 365: 25-5-1 thru 9
Disciplinary Actions
59 O.S. § 1310, 1311
Requirements and Prohibitions
59 O.S. § 1305, 1306, 1308, 1308.1, 1315
Type of Qualifications
59 O.S. § 1301(B), 1321
State Insurance Statutes, Rules, and Regulations (43 Items)
Examination of Books and Records
59 O.S. § 1314(C); Reg. 365:25-5-37
Bondsman Statute and Regulation
59 O.S. § 1301 et seq; Reg. 365:25-5-1 et seq
Fraud and False Statements
59 O.S. § 1310(A)(3)(6)
State Specific Definitions
59 O.S. § 1301(B); Reg. 365:25-5-2
Forfeitures
59 O.S. § 1332
Insurance Commissioner General Duties and Powers
59 O.S. § 1302
Surrender Prior to Breach
59 O.S. § 1327, 1328, 1329
Surrender After Forfeiture
59 O.S. § 1328, 1332(C)
When is a Bond Perfected?
59 O.S. § 1301(B)(12); Reg. 365:35-5-30
Penalties versus Violations
59 O.S. § 1310(A)(B)
May versus Shall
Trade Practices (25 Items)
Appointment and Cancellation
Prohibited Practices
Solicitation
Sharing Premium
Recommending an Attorney
Misappropriation or Conversion of Money or Property belonging to Co-Signor(s)
Monthly Reports
Licensee Responsibilities
Fiduciary Responsibilities
Travel Expenses/Fugitive
Potential Liabilities
Ongoing Liability after Cancellation
Definitions (20 Items)



Forfeiture
Misdemeanor/Felony
Arraignment
Preliminary Hearing
Pleas
Exoneration
Extradition
Power of Attorney
Premium
Appearance Bond
Lines/Qualifications of Bondsman
Indemnitor
Collateral
Remitter



OKLAHOMA INSURANCE DEPARTMENT EXAMINATION REGISTRATION FORM

Read the Candidate Information Bulletin before filling out this registration form. You must provide all information requested and submit the appropriate fee. PLEASE TYPE OR PRINT LEGIBLY. Registration forms that are incomplete, illegible, or not accompanied by the proper fee will be returned unprocessed. Registration fees are not refundable or transferable.

1. Legal Name: _____
Last Name First Name Middle Name

2. Social Security: [] [] [] - [] [] - [] [] [] [] (FOR IDENTIFICATION PURPOSES ONLY)

3. Date of Birth: _____
Month Date Year

4. Mailing Address: _____
Number, Street (Must be a physical address, PO Boxes are NOT accepted) Apt/Ste

City State Zip Code

5. Telephone: Home _____ - _____ Office _____ - _____

6. School Code: [] [] [] [] 7. Email Address: _____ @ _____

8. Examination: The following examinations are \$35 per examination. (Please check)
- | | | |
|--|--|--|
| <input type="checkbox"/> Life | <input type="checkbox"/> Accident & Health | <input type="checkbox"/> Casualty (Personal & Commercial) |
| <input type="checkbox"/> Life/A&H | <input type="checkbox"/> Aircraft Title | <input type="checkbox"/> Property, Casualty, Motor Vehicle Included (Adjuster) |
| <input type="checkbox"/> Title Producer | | <input type="checkbox"/> Property (Personal & Commercial) |
| <input type="checkbox"/> P& C Personal (does not include Commercial) | | <input type="checkbox"/> Property & Casualty (Personal & Commercial) |

The following examination is \$100 per examination. (Please check one)
 Bail Bondsman

The following Adjuster examinations are \$20 per examination. (Please check one)
 Crop & Hail Property (Only) Motor Vehicle Included Workers' Compensation
 Casualty (Only) Crime & Fidelity Bonds

9. Examination: (Check one) FIRST TIME RETAKE

10. Total Fees Included: \$_____ (Money Order, Cashier's Check, MasterCard or VISA are accepted. Make checks payable to "PSI Examination Services" and write the applicant's social security number on the check). Personal and company checks are not accepted. REGISTRATION FEES ARE NOT REFUNDABLE OR TRANSFERABLE

Credit card (MasterCard or VISA) payment accepted for phone, internet, or fax registrations only. (Check One): MC VISA
Card No: _____ Exp. Date: _____

Card Verification No: _____ For your security, PSI requires you to enter the card identification number located on your credit card. The card identification number is located on the back of the card and consists of the last three digits on the signature strip.

Cardholder Name (Print): _____ Signature: _____

11. I am faxing the Special Arrangement Request (at the end of this bulletin) and required documentation. Yes No

12. Affidavit: I certify that the information provided on this registration form (and/or telephonically to PSI) is correct. I understand that any falsification of information may result in denial of licensure. I have read and understand the examination information bulletin.

Signature: _____ Date: _____

Complete and forward this registration form with the applicable examination fee to:
PSI Services LLC * ATTN: Examination Registration OK INS
3210 E Tropicana * Las Vegas, NV * 89121
Fax (702) 932-2666 * (800) 733-9267 * TTY (800) 735-2929
www.psiexams.com

BOOKS AND MORE ARE NOW AVAILABLE AT THE PSI ONLINE STORE!

To place an order for one or more of the following items listed, you may:

- Order online at www.psionlinestore.com
- Call the PSI Online store toll-free at (866) 589-3088

Note: prices are available online at www.psionlinestore.com

<input type="checkbox"/>	Life Concepts
<input type="checkbox"/>	Commercial Property Coverage
<input type="checkbox"/>	Health Concepts
<input type="checkbox"/>	Homeowners 2000 Coverage

Please note: Inventory and pricing subject to change without notice.

- You may also place a checkmark next to the items that you would like to order, and mail or fax this form to PSI (be sure to include your contact information). A Customer Service Rep will call you to place the order.

Mail or FAX to:
PSI Services LLC ** 3210 E Tropicana * Las Vegas * NV * 89121 (Attn Shipping)
Fax (702) 932-2668

Name: _____

Address: _____

City _____ State _____ Zip _____

Phone Number: _____



All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990. Applicants with disabilities or those who would otherwise have difficulty taking the examination may request special examination arrangements.

Candidates who wish to request special arrangements because of a disability should fax this form and supporting documentation to PSI at (702) 932-2666.

Requirements for special arrangement requests

You are required to submit documentation from the medical authority or learning institution that rendered a diagnosis. Verification must be submitted to PSI on the letterhead stationary of the authority or specialist and include the following:

- Description of the disability and limitations related to testing
- Recommended accommodation/modification
- Name, title and telephone number of the medical authority or specialist
- Original signature of the medical authority or specialist

Date _____

Legal Name: _____
Last Name First Name

Social Security #: _____

Address: _____
Street City, State, Zip Code

Telephone : (____) _____ - _____ (____) _____ - _____
Home Work

Email Address: _____

Check any special arrangements you require (requests must concur with documentation submitted):

- Reader (as accommodation for visual impairment or learning disability)
- Extended Time (Additional time requested: _____)
- Large-Print written examination
- Other _____

- Complete and fax this form, along with supporting documentation, to (702) 932-2666.
- After 4 business days, please call 800-733-9267 x6750 and leave a voice message.
- PSI Special Accommodations will call you back to schedule the examination within 48 hours.

DO NOT SCHEDULE YOUR EXAMINATION UNTIL THIS DOCUMENTATION HAS BEEN RECEIVED AND PROCESSED BY PSI SPECIAL ACCOMMODATIONS.

PSI Services LLC
3210 E Tropicana
Las Vegas, NV 89121