

## Frequently Asked Questions Iowa Insurance Continuing Education Program – Provider Related Question Topics

1. Sponsor Approval    2. Toll-Free Sponsor Support

Item	Category/Question	Answer
1.1	How can I become a CE course provider in Iowa?	On this website you will find the Provider and Course Approval forms as well as general instructions. You should download these forms, complete them in their entirety and send to Pearson VUE at the address provided on the form with the appropriate fees.
1.2	How long does it take to become an approved CE provider or for a course to be approved?	You will receive notification from Pearson VUE within 30 days of the date of your submission.
1.3	How long does a provider and/or course remain approved?	Providers and courses must be renewed two years from the date of approval. You will receive a renewal notice approximately 60 days prior to the expiration date. You must follow the instructions on the renewal and submit the renewal and appropriate fees by the date provided on the renewal form.
1.4	What is the fee for becoming an approved Provider as well as the renewal fee?	The provider approval fee is now \$80. The renewal fee is now \$55.
1.5	What is the fee for course approval and renewal?	The course approval fee is now \$55. The renewal fee is now \$40. Course Approval using the NAIC form is now \$40.
1.6	Where should I mail the provider and/or course approval forms?	By standard mail send to: <b>Pearson VUE</b> IA Ins CE 62398 Collections Center Drive Chicago, IL 60693-0623
1.7	How early must I submit the course application to Pearson VUE?	Providers must submit their course application at least 30 days prior to the date of the course.
1.8	How do I report the credits once the course is completed?	You will post your credits on the SBS web site <a href="https://sbs-ia.naic.org/Lion-Web/jsp/login/ext_provider_login.jsp">https://sbs-ia.naic.org/Lion-Web/jsp/login/ext_provider_login.jsp</a> . There is a fee of \$1.00 per credit per agent. You should contact SBS at 816-783-8990 or <a href="mailto:SBSHelp@naic.org">SBSHelp@naic.org</a> if you have any questions about reporting the class roster.
2.1	<b>Toll-Free Provider Support</b> Is there a Pearson VUE toll-free number that providers can use to address concerns and resolve issues?	Providers should call: 877-538-3420 <b>NOTE:</b> This is for CE Providers only, no test reservations or candidate issues are to be directed to this number.