

**DEPARTMENT OF INSURANCE**

ADMINISTRATION & LICENSING SERVICES BRANCH  
LICENSING SERVICES DIVISION  
CURRICULUM AND OFFICER REVIEW BUREAU  
CURRICULUM REVIEW SECTION  
300 CAPITOL MALL, 16<sup>TH</sup> FLOOR  
SACRAMENTO, CA 95814  
(916) 492-3064  
(916) 323-6851 (FAX)  
www.insurance.ca.gov

**NOTICE**

**TO:** Prelicensing Education Providers and Interested Parties

**DATE:** April 4, 2016

**SUBJECT:** Updated Prelicensing Educational Objectives – Property, Casualty, Personal Lines, Limited Lines Auto, and Commercial Insurance

**Background**

The Curriculum Board, appointed by the California Insurance Commissioner, recently proposed revisions to the Educational Objectives (EOs) for the Property Broker-Agent, Casualty Broker-Agent, Personal Lines Broker-Agent, and Limited Lines Automobile Insurance Agent licenses, and the Commercial Insurance examination. Subsequently, the California Department of Insurance (CDI) approved these revised EOs. As you know, education providers must instruct their students according to the directions and content contained in the EO's. The revised EO's are available on CDI's website at <https://www.insurance.ca.gov/0200-industry/0030-seek-pre-lic/0100-requirements/prelicensing-educational-objectives.cfm>

**Instructions for Renewing an Existing Prelicensing Course**

Due to the substantial revisions made to the EO's, prelicensing education providers who have active prelicensing property, casualty, property/casualty, personal lines, limited lines automobile and/or commercial insurance courses are required to submit the following items by the course's **renewal date**: (1) the completed provider course renewal letter; (2) a renewal filing fee of \$37 for each course; (3) the updated course materials; and, (4) a cross referenced document of the EO's that shows where the revised EO topics are covered within the course materials.

**Instructions for Submitting a New Prelicensing Course**

Beginning immediately, education providers submitting a new prelicensing property, casualty, property/casualty, personal lines, limited lines automobile and/or commercial insurance course must submit the following items: (1) a completed Prelicensing/Continuing Education Program Course Approval Application, Form LIC 446-3 (<https://www.insurance.ca.gov/0200-industry/0040-seek-producer-forms/0200-education-providers/upload/LIC4463Course.pdf>) for each course; (2) a filing fee of \$75 for each course; (3) the applicable checklist items that are stated on the course application; and, (4) a cross referenced document of the EO's that shows where the revised EO topics are covered within the course materials.

In addition, on August 1, 2016 the property, casualty, property/casualty, personal lines, limited lines automobile, and commercial insurance license examinations will be revised to reflect these changes within the EO's. To prepare students for the launch of the revised license examinations, **all prelicensing course providers must begin instructing from the revised curriculum by July 15, 2016**. This will allow students ample time to study from the new curriculum before taking their license examinations.

If you have any questions regarding this Notice please e-mail CDI's Producer Licensing Bureau at <https://interactive.web.insurance.ca.gov/pli/servlet/InformationRequest> or you may contact the Producer Licensing Bureau's Education Section at (916) 492-3064.