

**Curriculum and Officer Review Bureau – Education Unit**  
 300 CAPITOL MALL, SUITE 1600  
 SACRAMENTO, CA 95814-4344  
 Information (916) 492-3064  
[www.insurance.ca.gov](http://www.insurance.ca.gov)

California Department of Insurance  
 List of Instructor(s)/Subject Matter Expert(s)  
 Per Section 2188.1(c) of Title 10 of the California Code of Regulations

Provider Name \_\_\_\_\_ Provider Number \_\_\_\_\_

Provider Director Signature \_\_\_\_\_ Signature Date \_\_\_\_\_

Provider Director Name \_\_\_\_\_

The provider shall submit to the Commissioner a list of all instructors (for contact courses) and subject matter experts (for non-contact courses) that it uses for all of its approved courses. The list will be provided to the Commissioner at the time the provider submits the initial provider certification application, at the time of renewing the provider certification, and at any other time that a new instructor is authorized to teach or subject matter expert is authorized to respond to a non-contact students' questions for active courses.

Providers must include either the instructor/subject matter expert's California Insurance License Number or their Social Security Number (if no California License Number is available).

\*SSN Exemption: By initialing the SSN Exempt box, the provider director attests that the speaker/panelist listed will only be utilized for a one-time continuing education event during the provider's two year renewal period and not in conjunction with any other approved continuing education courses offered on a continuing basis.

Initial Provider Application

Provider Renewal

New Instructor/SME

Last, First, Middle Name of Instructor/Subject Matter Expert	CA Insurance License Number	Social Security Number	SSN Exempt*

