

DEPARTMENT OF INSURANCE

ADMINISTRATION & LICENSING SERVICES BRANCH
PRODUCER LICENSING BUREAU
EDUCATION SECTION
320 CAPITOL MALL
SACRAMENTO, CA 95814
(916) 492-3064
www.insurance.ca.gov

**NOTICE**

TO: Continuing Education Providers and Other Interested Parties

DATE: October 24, 2014

SUBJECT: Online Course Application Service is Now Available

Attention Continuing Education (CE) Providers! You can now submit your courses and course materials online to the California Department of Insurance (CDI). This service is made possible through a partnership with a third-party vendor, Vertafore.

Through Vertafore's Compliance Express service, CE providers may submit course applications, course renewals and course completions to CDI. The cost to use the service is \$10 per course application and \$5 per course renewal. For course completions, the cost is \$0.50 per student for every credit hour completed. When using Compliance Express services, CE Providers will be billed monthly which in addition to the service fees, include CDI's course application (\$34) and course renewal (\$13) fees.

When using Compliance Express, CE providers also may free of charge, input and modify course schedules and look up information about their provider status, course status and transaction history.

The Compliance Express Service offers CE education providers with a faster online option for submitting courses and course renewals to CDI. CE providers may continue to use the services available through CDI's Education Provider Online Programs (EPOP) and continue to submit paper application and paper renewals to CDI.

CE Providers wishing to use Compliance Express' services may go to <http://www.sircon.com/products/education/provider-agreement.html> to set up a free subscription to Compliance Express.

For account and service related questions regarding electronic processing through Compliance Express, contact Sam Meyer at smeyer@vertafore.com. For billing and technical questions, contact Sircon Support at (517) 381-3860.

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.