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STATE OF MICHIGAN
OFFICE OF FINANCIAL AND INSURANCE REGULATION
DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH
STANLEY "SKIP" PRUSS, DIRECTOR

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COMMISSIONER

Memorandum

DATE: November 3, 2009

TO: Insurance Producers, Solicitors, Education Providers, Insurers and Business Entities

FROM: Sonya W. Dungey, Director of Licensing 

SUBJECT: Updated Continuing Education Review Date Conversion

This memo supersedes the October 15, 2009 Continuing Education (CE) Date of Birth (DOB) Conversion Memo

By authority of Public Act 574 of 2008, Michigan is converting Producers and Solicitors Continuing Education (CE) review dates from a date assigned by the last digit of the social security number to a date assigned based on the birth month and year. Effective January 1, 2010, Michigan's CE review dates will be in compliance with the National Association of Insurance Commissioners (NAIC) uniform licensing standards.

The conversion plan published on October 15, 2009, required many Producers and Solicitors with even year birth dates that completed CE in 2009 to meet their newly assigned CE review date in a very short period of time. To assist Producers and Solicitors in meeting their newly assigned CE review dates it has become necessary to modify the conversion plan as follows:

Producers and Solicitors with even year dates of birth:

- Last completed CE review date in 2008 – New CE review date will be the first day of the licensee's birth month in 2010 and every two years thereafter
- Last completed CE review date in 2009 – New CE review date will be the first day of the licensee's birth month in 2012 (this is a change from the initial conversion plan) and every two years thereafter

Producers and Solicitors with odd year dates of birth:

- Last completed CE review date in 2008 – New CE review date will be the first day of the licensee's birth month in 2011 and every two years thereafter
- Last completed CE review date in 2009 – New CE review date will be the first day of the licensee's birth month in 2011 and every two years thereafter

Producers and Solicitors who are assigned a new CE review date in the first six months of 2010 will be granted an automatic one time 90-day extension to complete CE.

Producers and Solicitors with first time CE review dates with even year dates of birth:

- Licensed in 2008 – New CE review date will be the first day of the licensee's birth month in 2010 and every two years thereafter
- Licensed in 2009 – New CE review date will be the first day of the licensee's birth month in 2012 and every two years thereafter

Producers and Solicitors with first time CE review dates with odd year dates of birth:

- Licensed in 2008 – New CE review date will be the first day of the licensee's birth month in 2011 and every two years thereafter
- Licensed in 2009 – New CE review date will be the first day of the licensee's birth month in 2011 and every two years thereafter

New license documents will be generated and mailed to Producers and Solicitors the week of January 4, 2010, to the mailing address we have on file. Licensees are statutorily required to notify the Commissioner of any change of address within 30 days of such change. Visit www.nipr.com to access the Address Change Request form.

Beginning January 4, 2010, new CE review dates will be displayed at www.michigan.gov/ofir. Scroll down to *Insurance Licensee Locator*, under Featured Services, and enter the 7-digit license/system ID number to access the licensing information.

Licensing communications are mainly distributed through email. By January 1, 2012, the Office of Financial and Insurance Regulation (OFIR) will send all licensing communications through email and via postings to our website. In order to insure receipt of the most up-to-date licensing information please be sure OFIR has your email address.

Visit our website at www.michigan.gov/ofir > Licensing and scroll down to the Spotlight section for the most current information or you may contact our office toll free at 877-999-6442.