# OKLAHOMA INSURANCE DEPARTMENT

## INSURANCE EXAMINATIONS

### CANDIDATE INFORMATION BULLETIN

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Please refer to our website to check for the most updated information at www.psiexams.com

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Revised 8/20/2007
EXAMINATIONS BY PSI

This Candidate Information Bulletin provides you with information about the examination and application process for insurance licensing in the State of Oklahoma.

The Oklahoma Insurance Department has contracted with PSI licensure:certification (PSI) to conduct the examination program. PSI provides examinations through a network of computer examination centers in Oklahoma. PSI works closely with the State to be certain that examinations meet local as well as national requirements in basic principles and examination development standards.

The Oklahoma Insurance Department includes the Producers Licensing Division which oversees Licensing and Continuing Education Requirements for insurance adjusters, producers, and Customer Service Representatives (CSRs); a Bail Bond Division that is responsible for all aspects of licensing, supervision and regulation of bail bondsmen in the state of Oklahoma.

It also includes a Life, Accident & Health Division and a Property & Casualty Division. “Who’s Who at the Oklahoma Insurance Department”, which appears on the Department’s Web site, contains a complete listing of divisions, directors and telephone numbers. The Life and Health Division is responsible for the receipt of all viatical settlement, life, annuity, accident and health policy forms and utilization review companies. The Property and Casualty Division reviews rate and coverage filings for compliance with Oklahoma law.

GUIDELINES FOR LICENSE APPLICATION/QUALIFICATION

APPLYING FOR A LICENSE

Candidates must submit an application to the Oklahoma Insurance Department to receive authorization to take an examination. Candidates may obtain this application from the Department by phone at (405) 521-3916, or on the Web at http://www.oid.state.ok.us. (Specific applications are required for licensed insurance producers, CSR’s, or insurance adjusters.) The Oklahoma Insurance Department will review all applications and will mail an Examination Admission Notice to applicants who qualify.

After receiving the Examination Admission Notice (authorization to test) from the Oklahoma Insurance Department, the candidate has 180 days to take the examination. After receiving the notice, the candidate should contact PSI as soon as possible to make an examination reservation to ensure he/she gets the desired examination date.

Oklahoma Insurance Department
Shepherd Mall
2401 NW 23rd Street, Suite 28
Oklahoma City, OK 73107
(405) 521-3916
(800) 522-0071 (in-state only)
www.oid.state.ok.us

LICENSE REQUIREMENTS AND ELIGIBILITY

Candidates for an insurance examination must be at least eighteen (18) years old, and must be citizens of the United States (or must possess a valid visa or I-94 card). Oklahoma requires that all candidates undergo a background check, which will be handled by the appointing company. Applications may be denied if a candidate has been convicted of or pleaded guilty or nolo contendere to any felony, or to a misdemeanor involving moral turpitude or dishonesty.

PRODUCERS/CSR-MAJOR/ADJUSTER LINES

Following are the examinations offered to Producers/CSRs and Adjusters.

<table>
<thead>
<tr>
<th>License Type</th>
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<tbody>
<tr>
<td>Producer</td>
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<tr>
<td>Life</td>
<td>Life</td>
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<tr>
<td>Accident &amp; Health</td>
<td>Accident &amp; Health</td>
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<td>Life/Accident &amp; Health</td>
<td>Life/Accident &amp; Health</td>
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<td>P &amp; C Personal</td>
<td>P &amp; C Personal</td>
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<tr>
<td>P &amp; C Combined</td>
<td>P &amp; C Combined</td>
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<tr>
<td>Title Producer</td>
<td>Title Producer</td>
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<tr>
<td>Aircraft Title</td>
<td>Aircraft Title</td>
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<tr>
<td>CSR</td>
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<tr>
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<tr>
<td>Aircraft Title</td>
<td>Aircraft Title</td>
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</tbody>
</table>

The major lines examination(s) are two-part examinations consisting of a general content area and a state-specific content area. It is possible to pass one part and not the other (partial pass). Retaking an examination is detailed below.

CONTINUING EDUCATION (CE) REQUIREMENTS

Sixteen hours of CE (which must include two (2) hours of Ethics) is required every two years for an producer license renewal. A Customer Service Representative license renewal requires twelve (12) hours of CE with two (2) hours of Ethics every two years. Producers and CSRs licensed for Health Insurance must also have one (1) hour of Healthcare Reform and one (1) hour of Long Term Care to be in compliance. Adjusters must have twelve (12) hours of CE every two (2) years.

Those whose Oklahoma resident or non-resident license expires must provide evidence of Continuing Education...
compliance. In order to renew or reinstate a license, the licensee must also pay the required fees and provide the necessary renewal or reinstatement forms or applications, and company appointments, if any.

**ADMINISTRATIVE SUPPORT SERVICES**

The Oklahoma Insurance Department will provide home state certification, duplicate licenses, clearance letters, or a printout of an producer's record. All administrative services requests must be forwarded to the Oklahoma Insurance Department with the licensee name, Social Security number, and license number. Fees vary. The Oklahoma Insurance Department can provide a current listing of these fees.

**CHANGE OF NAME OR ADDRESS**

Licensees (Producer) are required by law to report any change in address or name to the Oklahoma Insurance Department within thirty (30) days of the change and; Licensees (Adjuster) are required to report this information within ten (10) days of the change. A licensee may change their address by visiting, http://www.sircon.com/oklahoma, to change their address. Simply click on the option, "Update your address" and fill out the requested information. Licensees should forward their original permanent license along with a request for a name change, and should keep a photocopy for their own records during the period of the request. The Oklahoma Insurance Department will issue a corrected license. There is a fee for this service.

**PARTIAL PASS**

A partial pass is allowed on the major lines examinations, which are two-part examinations consisting of general and state-specific information. Those who pass one part of and examination and fail the other will receive a passing score that is valid for thirty (30) days. Those who do not retake the examination within that thirty-day period must submit a new application, fees, and company appointment, if required.

**INTERNET REGISTRATION**

For the fastest and most convenient test scheduling process, PSI recommends that candidates register for their exams using the Internet. In order to register over the Internet, candidates will need to have a valid MasterCard or Visa. Candidates register online by accessing PSI’s registration website at www.psiexams.com. Internet registration is available 24 hours a day. In order to register by Internet, complete the steps below. For internet registration, you will need a valid VISA or MasterCard.

1. Log onto PSI’s website and complete the associated registration form online and submit your information to PSI via the Internet.

2. Upon completion of the online registration form, you will be given the available exam dates and locations for scheduling your examination. Select your desired testing date.

**TELEPHONE REGISTRATION**

The second fastest method of scheduling is via the telephone with PSI’s Interactive Voice Response system (IVR) during non-business hours, or through live registrars during business hours. For telephone registration, you will need a valid VISA or MasterCard.

1. Complete the Examination Registration Form, including your credit card number and expiration date, so that you will be prepared with all of the information needed to register by telephone.

Call (800) 733-9267, 24 hours a day and register using the Automated Registration System. Otherwise, PSI registrars are available Monday through Friday, between 6:30 am and 7:00 pm and Saturday, between 10:00 am and 4:00 pm, Central Time, to receive the information listed on your Examination Registration Form and schedule your appointment for the examination.

**FAX REGISTRATION**

For Fax registration, you will need a valid VISA or MasterCard.

Complete the Examination Registration Form, including your credit card number and expiration date.

1. Fax the completed form to PSI (702) 932-2666. Fax registrations are accepted 24 hours a day.

2. If your information is incomplete or incorrect, it will be returned for correction.

Please allow 4 business days to process your Registration. After 4 business days, you may call PSI to schedule the examination, (800) 733-9267.

**ELIGIBILITY**

- Candidates have 180 days to pass the examination before having to submit a new application, fees and any other applicable documents to the Department.
- Candidates who fail any examination on the first attempt, must re-test within 30 days. If the candidate does not pass the second examination, then the following examinations attempts cannot be scheduled until the expiration of thirty (30) days after each examination.

**EXAMINATION REGISTRATION AND SCHEDULING PROCEDURES**

Once you have been approved by the State, you are responsible for contacting PSI to pay and schedule to take an examination. You may either schedule via the Internet at www.psiexams.com, or schedule over the telephone at (800) 733-9267. Fees can be found on the Registration Form at the end of this bulletin.
STANDARD MAIL REGISTRATION

For those desiring to make payment for their examination using 
cashiers checks or money orders, or for those that simply do not wish to provide credit card information over 
the phone or Internet, you must use the Standard Mail 
Registration. In order to register, please follow the steps 
below.

1. Complete the PSI registration Form, and appropriate 
examination fee to PSI. Payment of fees can be made by 
money order or cashier’s check. Money orders or 
cashier’s checks should be made payable to PSI. Print 
your social security number on your cashier’s check or 
money order to ensure that your fees are properly 
assigned. CASH, COMPANY CHECKS, PERSONAL CHECKS 
ARE NOT ACCEPTED.

PSI licensure:certification 
3210 E Tropicana  
Las Vegas, NV  89121 
(800) 733-9267 • Fax (702) 932-2666  
www.psiexams.com

BE SURE TO READ ALL DIRECTIONS CAREFULLY BEFORE 
COMPLETING THE EXAMINATION REGISTRATION FORMS. 
IMPROPERLY COMPLETED FORMS WILL BE RETURNED TO YOU 
UNPROCESSED.

2. If your application or fees are not correct, we will return 
them to you immediately with instructions on correct 
application procedures.

3. Please allow 2 weeks to process your Registration. After 
2 weeks, you may call PSI to schedule the examination 
after 8:00 a.m., Central Time, (800) 733-9267.

Note: only the candidate may schedule an appointment 
through a Customer Service Representative (CSR), not a 
friend or relative.

CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment 
without forfeiting your fee if your cancellation notice is 
received 2 days before the scheduled examination date. For 
example, for a Monday appointment, the cancellation notice 
would need to be received on the previous Saturday. You may 
call PSI at (800) 733-9267. Please note that you may also use 
the automated system, using a touch-tone phone, 24 hours a 
day in order to cancel and reschedule your appointment.

Note: A voice mail message is not an acceptable form of 
cancellation. Please use the Internet, automated 
telephone system (IVR), or call PSI and speak to a Customer 
Service Representative.

SCHEDULING A RE-EXAMINATION

It is not possible to make a new examination appointment on 
the same day you have taken an examination; this is due to 
processing and reporting scores. In order to retest, you must 
re-register following the steps for registration and scheduling 
as outlined earlier. You may re-register over the Internet,
REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive at least 30 minutes before your appointment. This extra time is for sign-in, identification, and familiarizing you with the examination process. If you arrive late, you may not be admitted to the examination site and you will forfeit your examination registration fee.

REQUIRED IDENTIFICATION AT EXAMINATION SITE

- You must provide 2 forms of identification. One must be a VALID form of government issued identification (driver’s license, state ID, passport), which bears your signature and has your photograph. The second ID must have your signature and preprinted legal name. All identification provided must match the name on the Examination Registration Form and your Registration Confirmation Notice.

If you cannot provide the required identification, you must call (800) 733-9267 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement.

Candidates who do not present the required items on the examination day will not be able to take the examination as scheduled, and will forfeit examination fee.

SECURITY PROCEDURES

The following security procedures will apply during the examination:

- Cell phones, pagers, purses, briefcases, personal belongings, and children are not allowed in the examination site.
- Only non-programmable calculators that are silent, battery-operated, do not have paper tape printing capabilities, and do not have a keyboard containing the alphabet will be allowed in the examination site.
- No smoking, eating, or drinking will be allowed in the examination site.
- Copying or communicating examination content is a violation of PSI security policy and Oklahoma State Law. Either one may result in the disqualification of examination results and may lead to legal action.

TAKING THE EXAMINATION BY COMPUTER

Taking the PSI examination by computer is simple. You do not need any computer experience or typing skills. You will use fewer keys than you use on a touch-tone telephone. All response keys are colored and have prominent characters. An illustration of the special keyboard is shown here. You may also use the mouse.

IDENTIFICATION SCREEN

You will be directed to a semiprivate testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

TUTORIAL

Before you start your examination, an introductory tutorial to the computer and keyboard is provided on the computer.
screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice using the keys, answering questions, and reviewing your answers.

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

**EXAMINATION QUESTION EXAMPLE**

During the examination, you should press 1, 2, 3, or 4 to select your answer or press “MARK” to mark it for later review. You should then press “ENTER” to record your answer and move on to the next question. A sample question display follows:

<table>
<thead>
<tr>
<th>Question 3 of 40</th>
<th>Answer 2</th>
<th>Unanswered</th>
<th>Marked</th>
<th>View All</th>
<th>Time Left: 5:38</th>
</tr>
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</table>

3. What do the stars on the United States of America’s flag represent?

(Choose from the following options)

- 1. Presidents
- 2. Colonies
- 3. States
- 4. Wars

**IMPORTANT**: After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out.

**PRETEST ITEMS**

In addition to the number of questions per examination, a small number of five to ten “pretest” questions may be administered to candidates during the examinations. These questions will not be scored and the time taken to answer them will not count against examination time. The administration of such non-scored experimental questions is an essential step in developing future licensing examinations.

**EXAMINATION REVIEW**

PSI, in cooperation with the Oklahoma Insurance Department, will be consistently evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. While taking the examination, examinees will have the opportunity to provide comments on any questions, by using the comments key on the keyboard. These comments will be analyzed by PSI examination development staff. PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. **This is the only review of examination materials available to candidates.**

**SCORE REPORTING**

Your score will be given to you immediately following completion of the examination. The following summary describes the score reporting process:

- **On screen** - your score will appear immediately on the computer screen. This will happen automatically at the end of the time allowed for the examination; if you are using review features, you will be able to obtain your score immediately when you indicate that you have finished and would like to see your results.
  - If you **pass**, you will immediately receive a successful notification.
  - If you **do not pass**, you will immediately receive an unsuccessful notification on the screen along with a diagnostic report indicating your strengths and weaknesses by examination type. Registration forms for submittal to PSI to retake the examination will be available at the examination site.
- **On paper** - an official score report will be printed at the examination site.

**DUPLICATE SCORE REPORTS**

You can write to PSI to request a duplicate of your score report.

**TIPS FOR PREPARING FOR YOUR LICENSE EXAMINATION**

The following suggestions will help you prepare for your examination.

- Planned preparation increases your likelihood of passing.
- Start with a current copy of this Candidate Information Bulletin and use the examination content outline as the basis of your study.
- Read study materials that cover all the topics in the content outline.
- Take notes on what you study. Putting information in writing helps you commit it to memory and it is also an excellent business practice. Underline or highlight key ideas that will help with a later review.
- Discuss new terms or concepts as frequently as you can with colleagues. This will test your understanding and reinforce ideas.
- Your studies will be most effective if you study frequently, for periods of about 45 to 60 minutes. Concentration tends to wander when you study for longer periods of time.

Many of the reference materials are available for purchase at www.psionlinestore.com or by calling the PSI Online Store, toll-free, at (866) 589-3088.

Titles currently in stock are listed on the order form near the end of this candidate information bulletin.
EXAMINATION CONTENT OUTLINES

LIFE

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<tr>
<th>Portion</th>
<th># of Items</th>
<th>Minimum Passing Score</th>
<th>Time Allowed</th>
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<tbody>
<tr>
<td>General</td>
<td>75</td>
<td>70% (53 correct)</td>
<td>113 minutes</td>
</tr>
<tr>
<td>State</td>
<td>25</td>
<td>70% (18 correct)</td>
<td>37 minutes</td>
</tr>
</tbody>
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CONTENT OUTLINE

State-Specific Portion

Licensing (6 Items)
- Purpose
  - 36 O.S. § 1435.3
- Process
  - 36 O.S. § 1435.7, 1435.12
- Types of Licensees
  - 36 O.S. § 1435.2, 1435.8-10, 1435.30
- Maintenance (CE)
  - 36 O.S. § 1435.29, 1436.29; Reg. 365: 25-3-1
- Appointment Procedures
  - 36 O.S. § 1435.34; Reg. 365: 1-1-2
- Disciplinary Actions
  - 36 O.S. § 1435.13, 1435.25-26
- Temporary Limited License
  - 36 O.S. § 1435.12
- Change of Address
  - 36 O.S. § 1435.8-9

State Regulations (8 Items)
- Insurance Commissioner General Duties and Powers
- Insurer Regulation
- Producer Regulation
- Unfair Trade Practices
  - 36 O.S. § 1250.4-5

State Requirements (8 Items)
- Credit Life, Accident, and Health
  - 36 O.S. § 625.4
- Policy Replacement
  - 36 O.S. § 4033-34
- Group Life
  - 36 O.S. § 4101, 4103
- Standard Nonforfeiture Law
  - 36 O.S. § 4030
- Accelerated Benefits
  - Reg. 365:10-5-101
- Policy Loans
  - 36 O.S. § 4008, 4029
- Life and Health Insurance Guaranty Association Act
  - 36 O.S. § 2023-2024
- Suitability
  - 36 O.S. § 4429
- Marketing/Advertising Practices
  - Reg: 365: 10-3-3; 365: 10-3-31
- Qualifications
  - 36 O.S. § 3606
- Exemptions
  - 36 O.S. § 632
- Change of Address
  - 36 O.S. § 1435.8-9

General Portion

Provisions, Options, Exclusions, and Riders (30 Items)
- Policy Provisions and Options
  - Entire Contract
  - Insuring Clause
  - Free Look
  - Consideration
  - Owner's Rights
  - Beneficiary Designations
    - Primary and Contingent
    - Revocable and Irrevocable
  - Changes
  - Common Disaster
  - Premium Payment
    - Modes
    - Grace Period
    - Automatic Premium Loan
Level or Flexible
Reinstatement
Policy Loans, Withdrawals, and Partial Surrenders
Nonforfeiture Options
Dividends and Dividend Options
Incontestability
Assignments
Suicide
Misstatement of Age
Settlement Options
Policy Exclusions
Policy Riders
Waiver of Premium
Guaranteed Insurability
Payor Benefit
Accidental Death and/or Accidental Death and Dismemberment
Term Riders
Other Insureds
Products (25 Items)
Whole Life - Stock/Mutual
Term
Universal Life
Endowment
Joint Life
Survivorship
Annuities
Fixed
Equity
Variable Annuity
Variable Life
Underwriting (20 Items)
Completing the Application
Required Signatures
Collecting the Initial Premium and Issuing the Receipt
Conditional Receipt
Binding Receipt
Consequences of Incomplete Applications
Insurable Interest
Medical Information and Consumer Reports
Delivering the Policy
When Coverage Begins
Client Explanation
Free Look Provisions

REFERENCE LIST
The reference material listed below was used to prepare the questions for this examination.
This examination is CLOSED BOOK.

The following reference materials are not allowed in the examination center:


Oklahoma Statutes Title 36 - Insurance (Oklahoma Insurance Code), 2005, Oklahoma Legislature, (800) 522-8502, www.lsb.state.ok.us


ACCIDENT & HEALTH

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CONTENT OUTLINE

State-Specific Portion

Licensing (6 Items)

<p>| | |</p>
<table>
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<th></th>
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<tbody>
<tr>
<td>Purpose</td>
<td>36 O.S. § 1435.3</td>
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<tr>
<td>Process</td>
<td>36 O.S. § 1435.7, 1435.12</td>
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<tr>
<td>Types of Licensees</td>
<td>36 O.S. § 1435.2, 1435.9-10, 1435.12, 1435.30</td>
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<tr>
<td>Maintenance (CE)</td>
<td>36 O.S. § 1435.29; Reg: 365: 25-3-1</td>
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<tr>
<td>Appointment Procedures</td>
<td>36 O.S. § 1425</td>
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<tr>
<td>Disciplinary Actions</td>
<td>36 O.S. § 1425, 1435.13, 1435.26</td>
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<tr>
<td>Temporary Limited License (30 days, 6 months)</td>
<td>36 O.S. § 1435.12</td>
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<tr>
<td>Change of Address</td>
<td>36 O.S. § 1425</td>
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### General Portion

#### Provisions, Clauses, Riders, and Rights (32 Items)

<table>
<thead>
<tr>
<th>Mandatory Provisions</th>
</tr>
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<tbody>
<tr>
<td>Entire Contract</td>
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<tr>
<td>Time Limit on Certain Defenses</td>
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<td>Grace Period</td>
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<td>Reinstatement</td>
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<td>Claim Forms</td>
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<td>Time of Payment of Claims</td>
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<th>Types of Providers and Plans (20 Items)</th>
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### State Regulations (8 Items)

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<td>36 O.S. § 601-603, 2116</td>
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### Exclusions

- Preexisting Conditions
- Recurrent Disability

### Riders

- Impairment Rider
- Guaranteed Insurability Rider
- Multiple Indemnity Rider

### Rights of Renewability

- Noncancelable
- Cancelable
- Guaranteed Renewable
- Conditionally Renewable
- Optionally Renewable
- Period of Time

### Underwriting (10 Items)

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### Types of Providers and Plans (20 Items)

- State Insurance Security Plans
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- Basic Hospital Plan
- Major Medical
- HMOs
PPOs
Mets
Mewas
Service (Blue Cross, Blue Shield)
Group Health Plans

Medicare Supplement Insurance (5 Items)
Medicare Supplement Insurance
Renewal Features
Part D
Plans

Long-Term Care (LTC) Policies (5 Items)
Deductibility of Premiums for LTC Insurance for State Income Tax Purposes
Renewal Features
Sales Requirements
Minimum Standards
Coverage Selections

REFERENCE LIST

The reference material listed below was used to prepare the questions for this examination.

This examination is CLOSED BOOK.

The following reference materials are not allowed in the examination center:


Oklahoma Statutes Title 36 - Insurance (Oklahoma Insurance Code), 2005, Oklahoma Legislature, (800) 522-8502, www.lsb.state.ok.us


LIFE, ACCIDENTAL & HEALTH

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CONTENT OUTLINE

State-Specific Portion

Licensing (9 Items)
Purpose
36 O.S. § 1435.3
Process
36 O.S. § 1435.7, 1435.12
Types of Licensees
36 O.S. § 1435.2, 1435.9-10, 1435.12, 1435.30
Maintenance (CE)
36 O.S. § 1435.29; Reg: 365: 25-3-1
Appointment Procedures
36 O.S. § 1425
Disciplinary Actions
36 O.S. § 1425, 1435.13, 1435.26
Temporary Limited License (30 days, 6 months)
36 O.S. § 1435.12
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36 O.S. § 1435.8-9

State Regulations (13 Items)

Insurance Commissioner General Duties and Powers
Insurer Regulation
Producer Regulation
Unfair Trade Practices
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- **Mutual**
  - 36 O.S. § 2103
- **Fraternal**
  - 36 O.S. § 2701.1
- **Service**
- **Government**

### Federal Regulations (2 Items)

- Fair Credit Reporting Act
  - 36 O.S. § 603, 605
- Fraud and False Statements

### Industry Regulations (1 Item)

- NAIC

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- **Policy Replacement**
  - 36 O.S. § 4033-34
- **Group Life**
  - 36 O.S. § 4101, 4103
- **Standard Nonforfeiture Law**
  - 36 O.S. § 4030
- **Accelerated Benefits**
  - Reg. 365:10-5-101
- **Policy Loans**
  - 36 O.S. § 4008, 4029
- **Life and Health Insurance Guaranty Association Act**
  - 36 O.S. § 2023-2024
- **Suitability**
  - 36 O.S. § 4429
- **Marketing/Advertising Practices**
  - Reg: 365: 10-3-3; 365: 10-3-31
- **Qualifications**
  - 36 O.S. § 3606
- **Exemptions**
  - 36 O.S. § 632
- **Change of Address**
  - 36 O.S. § 1435.8-9
- **Eligibility Requirements**
  - 36 O.S. § 6058
- **Mandated or Required Offers**
  - 36 O.S. § 7003
- **Mandated or Required Benefits**
  - 36 O.S. § 6060, 6060.3-4, 6060.8
- **Other Requirements**
  - 36 O.S. § 6519
- **Small Employer Health Insurance**
  - 36 O.S. § 6215, 6512.13, 6512.27, 6519
- **Disability Insurance**

### General Portion

#### Provisions, Options, Exclusions, Riders, Clauses, and Rights (42 Items)

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  - Time Limit on Certain Defenses
  - Grace Period
  - Notice of Claim
  - Claim Forms
  - Proof of Loss
  - Time of Payment of Claims
  - Payment of Claims
  - Physical Examination and Autopsy
  - Legal Actions
  - Change of Beneficiary
  - Policy Provisions and Options
    - Entire Contract
    - Insuring Clause
    - Free Look
    - Consideration Clause
    - Owner's Rights
    - Beneficiary Designations
  - Primary and Contingent
  - Revocable and Irrevocable
  - Changes
  - Common Disaster
  - Premium Payment
    - Modes
  - Grace Period
  - Automatic Premium Loan
    - Level or Flexible
  - Reinstatement
  - Policy Loans, Withdrawals, and Partial Surrenders
  - Nonforfeiture Options
  - Dividends and Dividend Options
  - Incontestability
  - Assignments
  - Suicide
  - Misstatement of Age
  - Settlement Options
  - Optional Provisions
    - Change of Occupation
    - Misstatement of Age
    - Illegal Occupation
  - Other Provisions and Clauses
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    - Elimination Period
    - Waiver of Premium
    - Exclusions
    - Preexisting Conditions
    - Recurrent Disability
    - Coinsurance
    - Deductibles
  - Policy Exclusions
  - Policy Riders
    - Waiver of Premium
    - Guaranteed Insurability
    - Payor Benefit
    - Accidental Death and/or Accidental Death and Dismemberment
    - Term Riders
    - Other Insureds
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<td>Multiple Indemnity Rider</td>
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<td>Period of Time</td>
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**Products (30 Items)**

Disability Income
Whole Life - Stock/Mutual
Term
Universal Life
Endowment
Joint Life
Survivorship
Annuities
Fixed
Equity
Variable Annuity
Variable Life

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Required Signatures
Collecting the Initial Premium and Issuing the Receipt
Conditional Receipt
Binding Receipt
Consequences of Incomplete Applications
Insurable Interest
Medical Information and Consumer Reports
Delivering the Policy
When Coverage Begins
Client Explanation
Free Look Provisions

**Considerations in Replacing Health Insurance (2 Items)**

State Replacement Requirements

**Types of Providers and Plans (15 Items)**

State Insurance Security Plans
Accidental Death and Dismemberment
Limited Benefit Plans
Specified Disease (cancer, heart)
Hospital Confinement Indemnity
Basic Hospital Plan
Major Medical
HMOs
PPOs
Mets
Mewas
Service (Blue Cross, Blue Shield)
Group Health Plans

**Medicare Supplement Insurance (5 Items)**

Medicare Supplement Insurance
Renewal Features
Part D

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### CONTENT OUTLINE

#### State-Specific Portion

**State Insurance Laws & Regulations (10 Items)**
- Property and Casualty Insurance Guaranty Association
- 36 O.S. § 1109, 1250.6, 2002, 2003
- Cancellation and Nonrenewal
- 36 O.S. § 940, 943, 3622, 4805
- Binders
- 36 O.S. § 3622
- Proof of Loss
- 36 O.S. § 3629
- Surplus Lines
- 36 O.S. § 1106
- Rate Filings
- 36 O.S. § 1115, 1250.4-6; Reg. 365: 15-1-6
- Inland Marine
- Unfair Claims Settlement Practices
- 36 O.S. § 1250
- State Insurance Commissioner's General Duties and Powers
- 36 O.S. § 307, 309.2, 907, 1435.13, 1435.26
- Insurer Regulation
- Producer Regulation
- Unfair Trade Practices
- 36 O.S. Article 12
- Insurance Information and Privacy Protection
- 36 O.S. § 1937
- Fair Credit Reporting Act
- Fraud and False Statements
- 36 O.S. Article 12
- NAIC
- Industry Associations
- Producer Associations
- State Specific Definitions
- 36 O.S. § 105, 602, 901.2, 907, 1250.2, 1250.6, 1435.2, 2701.1; Reg. 365: 15-1-6
- Payment of Commissions
- 36 O.S. § 1435.14
- Rebating
- 36 O.S. § 1204
- Inducement to Insurance
- 36 O.S. § 1204
- Examination of Books and Records
- 36 O.S. § 1435.13

#### General Portion

**Types of Property Policies (15 Items)**
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  - Personal Liability
  - Homeowners (HO forms)
  - Mobile Homes
  - Inland Marine
  - Personal Floaters
  - Nationwide Definition
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  - Personal Watercraft
  - Earthquake

**Property Insurance Terms and Related Concepts (15 Items)**
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- Peril
- Loss
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- Indirect
- Proximate Cause
- Deductible
- Indemnity
- Actual Cash Value
- Replacement Cost
- Limits of Liability
- Coinsurance/Insurance to Value
- Pair and Set Clause
- Extensions of Coverage
- Additional Coverages
- Accident

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### Occurrence
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- Nonrenewal
- Vacancy and Unoccupancy
- Right of Salvage
- Abandonment
- Burglary
- Robbery
- Theft
- Mysterious Disappearance

### Property Policy Provisions and Contract Law (15 Items)
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- Exclusions
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- Duties of the Insured
- Obligations of the Insurance Company
- Mortgagee Rights
- Proof of Loss
- Notice of Claim
- Appraisal
- Other Insurance Provision
- Assignment
- Subrogation
- Arbitration
- Elements of a Contract
- Warranties, Representations, and Concealment
- Sources of Insurability Information

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  - Medical Payments
  - Physical Damage (Collision and Other Than Collision)
  - Uninsured/Underinsured Motorist
  - Who is an Insured?
- Types of Auto
  - Owned
  - Non-owned
  - Temporary Substitute
- Umbrella/Excess Liability
- General and Professional Liability

### Casualty Insurance Terms and Related Concepts (10 Items)
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- Peril
- Hazard
- Indemnity
- Insurable Interest
- Actual Cash Value
- Negligence
- Liability
- Accident
- Occurrence
- Binders
- Warranties
- Representations

### Concealment
- Bodily Injury Liability
- Property Damage Liability
- Personal Injury Liability
- Limits of Liability
- Deductibles
- Elements of a Legal Contract

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- Insuring Agreement
- Conditions
- Exclusions
- Definition of the Insured
- Duties of the Insured After a Loss
- Cancellation and Nonrenewal Provisions
- Additional (Supplementary) Payments
- Proof of Loss
- Notice of Claim
- Arbitration
- Other Insurance
- Subrogation
- Salvage
- Loss Settlement Provisions
- Limitations
- Liability

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State-Specific Portion

State Insurance Laws & Regulations (15 items)

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State Workers' Compensation (7 Items)

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State Auto Insurance Laws (10 Items)

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**General Portion**

### Types of Personal Property Policies (8 items)
- Personal Lines
  - Dwelling and Contents (DP forms)
  - Personal Liability
  - Homeowners (HO forms)
  - Mobile Homes
- Inland Marine
- Personal Floaters
- Nationwide Definition
- Others
  - Flood
  - Personal Watercraft
  - Earthquake

### Types of Commercial Property Policies (15 items)
- Commercial Lines
  - Commercial Property
    - Commercial Building and Personal Property Form
    - Causes of Loss Forms
    - Business Income
    - Extra Expense
    - Commercial Package Policy (CPP)
    - Boiler and Machinery Coverage Forms
    - Businessowners Policy (BOP)
  - Crime
    - Fidelity
    - Theft, Disappearance, and Destruction
    - Robbery and Safe Burglary
    - Premises Burglary
    - Custodian
    - Messenger
    - Guard or Watchperson
  - Inland Marine
    - Commercial Floaters
    - Nationwide Definition
  - Others
    - Flood
    - Earthquake

### Property Insurance Terms and Related Concepts (20 items)
- Insurance
- Insurable Interest
- Risk
- Hazard
- Peril
- Loss
- Direct
- Indirect
- Proximate Cause
- Deductible
- Indemnity
- Actual Cash Value
- Replacement Cost
- Limits of Liability
- Coinsurance/Insurance to Value
- Pair and Set Clause
- Extensions of Coverage
- Additional Coverages
  - Accident
  - Occurrence
  - Cancellation
  - Nonrenewal
  - Vacancy and Unoccupancy
  - Right of Salvage
  - Abandonment
  - Burglary
  - Robbery
  - Theft
  - Mysterious Disappearance

### Property Policy Provisions and Contract Law (15 items)
- Declarations
- Insuring Agreement
- Conditions
- Exclusions
- Definition of the Insured
- Duties of the Insured
- Obligations of the Insurance Company
- Mortgagee Rights
- Proof of Loss
- Notice of Claim
- Appraisal
- Other Insurance Provision
- Assignment
- Subrogation
- Arbitration
- Elements of a Contract
- Warranties, Representations, and Concealment
- Binders

### Types of Personal Casualty Policies and Related Terms (10 items)
- Personal Automobile
  - Liability
  - Medical Payments
  - Physical Damage (Collision and Other Than Collision)
  - Uninsured/Underinsured Motorist
  - Who is an Insured?
- Types of Auto
  - Owned
  - Non-owned
  - Temporary Substitute
- Umbrella/Excess Liability

### Types of Commercial Casualty Policies, Bonds and Related Terms (20 items)
- Commercial General Liability
- Basic Hazards
- Premises and Operations
**REFERENCE LIST**

The reference material listed below was used to prepare the questions for this examination.

This examination is CLOSED BOOK.

**The following reference materials are not allowed in the examination center:**


Oklahoma Statutes Title 85 - Workers Compensation, 2005, Oklahoma Legislature, (800) 522-8502, www.lsb.state.ok.us


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| Rebating |
| 36 O.S. § 1204 |

| Inducement to Insurance |
| 36 O.S. § 1204 |

| Examination of Books and Records |
| 36 O.S. § 1435.13; Reg. 365: 20-3-2 |

| State Insurance Commissioner's General Duties and Powers |
| 36 O.S. § 1435.13 |

| Maintenance |
| 36 O.S. § 1435.7-8 |

| Title Insurance Terms and Related Concepts (10 items) |
| Contracts |
| General Concepts |
| Legal Elements |
| Commitment |
| Policy |
| Exception |
| Requirement |
| Endorsement |
| Insurer/Underwriter |
| Chain of Title |
| Closing and Settlement |
| Title Producer |
| Fiduciary Responsibilities |
| Search and Examination |
| Marketability of Title |

| Title Insurance Policies (8 items) |
| Types of Policies |
| Owners |
| Loan |
| Construction Loan |
| Leasehold |
| Policy Provisions |
| Insuring Clause |
| Terms, Conditions, and Stipulations |
| Characteristics of Title Insurance |
| Single Premium |
| Retrospective Coverage |

| Real Estate Ownership (2 items) |
| Joint Tenancy |
| Tenants in Common |
| Fee Simple |
| Life Estate |
| Leasehold |

| Rights and Interests (2 items) |
| Easement and Right of Way |
| Voluntary and Involuntary Liens |
| Covenants, Conditions, and Restrictions |

| Legal Descriptions (2 items) |
| Platted and Unplatted |
| Section, Township, and Range |
| Metes and Bounds |
| Lot and Block |

| Methods of Transfer/Conveyances (2 items) |
| Warranty Deeds |
| Quit Claim Deeds |
| Deed of Trust |
REFERENCE LIST

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Oklahoma Administrative Rules, Title 365, 2007, Oklahoma Secretary of State, (405) 521-4911, www.oar.state.ok.us

Oklahoma Statutes Title 36 - Insurance (Oklahoma Insurance Code), 2005, Oklahoma Legislature, (800) 522-8502, www.lsb.state.ok.us


FIRE & ALLIED LINES ADJUSTER (PROPERTY)

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CONTENT OUTLINE

State Insurance Laws & Regulations (8 Items)

- Property and Casualty Insurance Guaranty Association
- 36 O.S. § 2002
- Cancellation and Nonrenewal
- 36 O.S. § 940, 943, 3622, 4805
- Binders
- 36 O.S. § 3622
- Proof of Loss
- 36 O.S. § 4805

Surplus Lines
- 36 O.S. § 1106
- Unfair Claims Settlement Practices

State Insurance Commissioner's General Duties and Powers
- 36 O.S. § 1250
- State Specific Definitions
- 36 O.S. § 307, 309, 1435.13
- State Insurance Commissioner's General Duties and Powers
- 36 O.S. § 1250.6; Reg. 365:15-1-6

Licensing (1 item)

- Purpose
- 36 O.S. § 1435.3
- Process
- 36 O.S. § 1435.7-8
- Types of Licensees
- Maintenance
- 36 O.S. § 1435.29
- Appointment Procedures
- 36 O.S. § 1435.7
- Disciplinary Actions
- 36 O.S. § 1435.13

Types of Personal Property Policies (7 items)

- Personal Lines
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Insurance Terms and Related Concepts (7 items)

- Coinsurance
- Insurance
- Insurable Interest
- Risk
- Hazard
- Peril
- Loss
- Direct
Indirect
Proximate Cause
Indemnity
Limits of Liability
Policy Provisions and Contract Law (5 items)
  Definition of the Insured
  Duties of the Insured
  Proof of Loss
  Notice of Claim
  Subrogation
  Cancellation
  Nonrenewal
  Loss Settlement
  Elements of a Legal Contract

REFERENCE LIST

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Oklahoma Statutes Title 36 - Insurance (Oklahoma Insurance Code), 2005, Oklahoma Legislature, (800) 522-8502, www.lsb.state.ok.us


CRIME & FIDELITY BONDS ADJUSTER

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CONTENT OUTLINE (EFFECTIVE THRU 8/29/07)

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  - 36 O.S. § 3622
  - Proof of Loss
  - 36 O.S. § 4805
  - Unfair Claims Settlement
  - 36 O.S. § 1250.4-5, 1250.14
  - State Insurance Commissioner’s General Duties and Powers
  - 36 O.S. § 307, 309
  - Examination of Books and Records
  - 36 O.S. § 2413
  - State Specific Definitions
  - 36 O.S. § 1250.6

Licensing (1 Item)
  - Purpose
  - 36 O.S. § 1435.3
  - Process
  - 36 O.S. § 1435.7-8
  - Types of Licensees
  - 36 O.S. § 1425.2
  - Maintenance
  - 36 O.S. § 1435.8, 1435.12, 1435.29-30
  - Appointment Procedures
  - 36 O.S. § 1435.7
  - Disciplinary Actions
  - 36 O.S. § 1435.13

Insurance Terms and Related Concepts (15 items)
  - Insurance

Insurable Interest
Risk
Hazard
Peril
Loss
Direct
Indirect
Proximate Cause
Indemnity
Limits of Liability
Negligence

Crime & Fidelity Bonds (11 Items)
General Contract Knowledge
Definitions
Parties of a Contract
Underwriting Considerations
Premiums and Terms of Obligation
Claims
Power of Attorney
Crime
Theft, Disappearance, and Destruction
Robbery and Safe Burglary
Premises Burglary
Custodian
Messenger
Guard or Watchperson
Purpose and Type of Fidelity Bonds
Individual Schedule
Blanket
Financial Institutions

CONTENT OUTLINE (EFFECTIVE 8/30/07)

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CROP & HAIL ADJUSTER

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Crop Hail/Multiple Peril Insurance (16 items)

<p>| Crop Identification and Location |
| Policy Rates and Filing         |
| Coverages Available             |
| Terms of Coverage               |
| Liability                       |
| Insured Eligibility             |
| Other Provisions                |
| Standard Measures               |</p>
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- Cancellation and Nonrenewal
  - 36 O.S. § 940, 943, 3622, 4805
- Binders
  - 36 O.S. § 3622
- Proof of Loss
  - 36 O.S. § 4805
- Surplus Lines
  - 36 O.S. § 1106
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  - 36 O.S. § 307, 309, 309.2
- State Specific Definitions
  - 36 O.S. § 1250.6, 2002, 2003

State Workers’ Compensation (4 Items)
- State Statutory Coverage
  - Definitions
    - 85 O.S. § 2, 16
  - Employment Covered
  - Employment Excluded
  - Sole Proprietors and Partners
    - 85 O.S. § 2.1
  - Benefits
    - 85 O.S. § 15, 41, 48
  - Waiting Period
    - 85 O.S. § 13-14

Licensing (2 Items)
- Purpose
  - 36 O.S. § 1435.3
- Process
  - 36 O.S. § 1435.7, 1435.12
- Types of Licensees
  - 36 O.S. § 1425.2, 1435.7, 1435.12, 1435.30
- Maintenance
  - 36 O.S. § 1435.8, 1435.29
- Appointment Procedures
- Disciplinary Actions
  - 36 O.S. § 1435.13

Insurance Terms and Related Concepts (6 Items)
- Insurance
  - Loss
  - Proximate Cause
  - Indemnity
- Limits of Liability
- Negligence

Policy Provisions and Contract Law (8 Items)

- Duties of the Insured
- Forms
- Notice of Claim
- Subrogation
- Cancellation
- Nonrenewal
- Elements of a Legal Contract

Workers’ Compensation Insurance (12 Items)
- Standard Policy Concepts
- Coverages
- Work-Related vs. Non-Work-Related
- Benefits

REFERENCE LIST

The reference material listed below was used to prepare the questions for this examination.

This examination is CLOSED BOOK.

The following reference materials are not allowed in the examination center:


Oklahoma Statutes Title 36 - Insurance (Oklahoma Insurance Code), 2005, Oklahoma Legislature, (800) 522-8502, www.lsb.state.ok.us


Oklahoma Statutes Title 85 - Workers Compensation, 2005, Oklahoma Legislature, (800) 522-8502, www.lsb.state.ok.us


MOTOR VEHICLE (PD) ADJUSTER

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CONTENT OUTLINE

State Insurance Laws & Regulations (3 Items)
- Property and Casualty Insurance Guaranty Association
  - 36 O.S. § 1250.6, 2002
- Cancellation and Nonrenewal
  - 36 O.S. § 940
- Binders
  - 36 O.S. § 3622
- Proof of Loss
  - 36 O.S. § 4805
- Surplus Lines
  - 36 O.S. § 1106
- Unfair Claims Settlement Practices
  - 36 O.S. § 1250.4-5, 1250.14
- State Insurance Commissioner’s General Duties and Powers
  - 36 O.S. § 307, 309, 309.2
- State Specific Definitions
  - 36 O.S. § 1250.2

State Auto Insurance Laws (5 Items)
- Required Coverages
  - 36 O.S. § 941, 3635.1; 47 O.S. § 316
- Uninsured/Underinsured Motorists
  - 36 O.S. § 941.2, 3636
- Policy Expiration
  - 36 O.S. § 3635.1, 3636.1
- Accident Prevention Course
  - 36 O.S. § 1435.2

Licensing (1 Item)
- Purpose
  - 36 O.S. § 1435.3
- Process
  - 36 O.S. § 1435.7, 1435.12
- Types of Licenses
  - 36 O.S. § 1425.2
- Maintenance
  - 36 O.S. § 1435.8, 1435.12, 1435.29-30
- Appointment Procedures
  - 36 O.S. § 1435.7, 1435.12
- Disciplinary Actions
  - 36 O.S. § 1435.13

Insurance Terms and Related Concepts (5 Items)
- Insurance
- Insurable Interest
- Risk

REFERENCE LIST

The reference material listed below was used to prepare the questions for this examination.

This examination is CLOSED BOOK.

The following reference materials are not allowed in the examination center:

- Oklahoma Statutes Title 47 - Motor Vehicles, 2005, Oklahoma Legislature, (800) 522-8502, www.lsb.state.ok.us


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<td>Purpose and Type of Surety Bonds</td>
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<td>Contract</td>
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REFERENCE LIST

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This examination is CLOSED BOOK.

The following reference materials are not allowed in the examination center:
**CONTENT OUTLINE**

### State Insurance Laws & Regulations (13 Items)
- Property and Casualty Insurance Guaranty Association
- 36 O.S. § 2002
- Cancellation and Nonrenewal
- 36 O.S. § 940, 941
- Binders
- 36 O.S. § 3622
- Proof of Loss
- 36 O.S. § 4805
- Surplus Lines
- 36 O.S. § 1106
- Unfair Claims Settlement Practices
- 36 O.S. § 1250.4-5, 1250.14
- State Insurance Commissioner’s General Duties and Powers
- 36 O.S. § 307, 309, 309.2
- State Specific Definitions
- 36 O.S. § 1250.2, 1250.6-7; Sec. 365:15-1-6

### State Auto Insurance Laws (9 Items)
- Required Coverages
- 36 O.S. § 1250.8, 3635.1
- Uninsured/Underinsured Motorists
- 36 O.S. § 941.2, 3636
- Policy Expiration
- 36 O.S. § 3635.1, 3636.1
- Auto Assigned Risk Plan
- 47 O.S. § 501
- Total Loss Law/Salvage
- 36 O.S. § 1250.8

### Licensing (3 Items)
- Purpose
- 36 O.S. § 1435.3
- Process
- 36 O.S. § 1435.7, 1435.12
- Types of Licensees
- 36 O.S. § 1425.2, 1435.12, 1435.30
- Maintenance
- 36 O.S. § 1435.8, 1435.29
- Appointment Procedures
- 36 O.S. § 1435.7, 1435.12
- Disciplinary Actions
- 36 O.S. § 1435.13

### Insurance Terms and Related Concepts (15 Items)
- Insurance
- Insurable Interest
- Risk
- Hazard
- Peril
- Loss
- Direct
- Indirect
Proximate Cause
Indemnity
Coinsurance
Limits of Liability
Negligence

Policy Provisions and Contract Law (10 Items)
Definition of the Insured
Duties of the Insured
Proof of Loss
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Notice of Claim
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Types of Casualty Policies, Bonds and Related Terms (15 Items)
Commercial General Liability
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Owners and Contractors Protective Liability
Purpose and Type of Surety Bonds
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Court
Public Official
Obligation to the Surety
Parties to the Surety
Professional Liability
Errors and Omissions
Directors and Officers
Umbrella/Excess Liability

Types of Property Policies (15 Items)
Personal Lines
Dwelling and Contents (DP Forms)
Personal Liability
Homeowners (HO Forms)
Mobile Homes
Commercial Lines
Commercial Property
Commercial Package Policy (CPP)
 Boiler and Machinery Coverage Forms
Businessowners Policy (BOP)
Bonding and Crime
Fidelity
Crime
Inland Marine
Personal Floaters
Commercial Floaters
Nationwide Definition
Others
Flood
Personal Watercraft
Commercial Ocean Marine
Farm
Earthquake

Types of Auto Insurance (20 Items)
Personal Auto and Business Auto

REFERENCE LIST

The reference material listed below was used to prepare the questions for this examination.

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The following reference materials are not allowed in the examination center:


Oklahoma Statutes Title 36 - Insurance (Oklahoma Insurance Code), 2005, Oklahoma Legislature, (800) 522-8502, www.lsb.state.ok.us

Oklahoma Statutes Title 47 - Motor Vehicles, 2005, Oklahoma Legislature, (800) 522-8502, www.lsb.state.ok.us


AIRCRAFT TITLE

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CONTENT OUTLINE

State Laws & Regulations (9 items)
- Definitions
  - 36 O.S. § 1425.2, 1435.7
- Duly Certified Abstract
- Statutory Requirements
  - 36 O.S. § 1250.6; Reg. 365: 20-3-2, 20-3-3
- Countersigning of Policies
- Opinion of Title
- Preparation of Abstract
- Payment of Commissions
  - 36 O.S. § 1435.14
- Rebating
  - 36 O.S. § 1204
- Inducement to Insurance
  - 36 O.S. § 1204
- Examination of Books and Records
  - 36 O.S. § 1435.13; Reg. 365: 20-3-2
- State Insurance Commissioner’s General Duties and Powers
  - 36 O.S. § 1435.13
- Maintenance

REFERENCE LIST

The reference material listed below was used to prepare the questions for this examination.

This examination is CLOSED BOOK.

The following reference materials are not allowed in the examination center:

- United States Code (USC)
  - Title 49 Sec. 40102, Sec. 44101-44112
- Public Law 108-297 or Statutes at Large Vol. 118 p.1095
- 14 Code of Federal Regulations Sec. 47.1 and following and Sec. 49.1 and following
- Cape Town Treaty 108-10 (obtainable from the Library of Congress or the Thomas website)
- Title 18 Sec. 1956, Sec. 1957
- Title 31 Sec. 53.11, 53.12, 53.21, 53.24, 53.30, 53.40
- Title 31 Code of Federal Regulations Sec. 103.11
- 21 USC Sec. 881, Sec. 952
Read the Candidate Information Bulletin before filling out this registration form. You must provide all information requested and submit the appropriate fee. PLEASE TYPE OR PRINT LEGIBLY. Registration forms that are incomplete, illegible, or not accompanied by the proper fee will be returned unprocessed. Registration fees are not refundable or transferable.

1. Legal Name:
   Last Name                                                               First Name                                        Middle Name

2. Social Security:   □   □   □   (FOR IDENTIFICATION PURPOSES ONLY)

3. Date of Birth:     Month       Date       Year

4. Mailing Address:
   Number, Street (Must be a physical address, PO Boxes are NOT accepted)                         Apt/Ste
   City                                                                               State       Zip Code

5. Telephone:       Home    □   □   □   □       Office    □   □   □   □

6. Email:           ________________________________________________@__________________________________________

7. Examination: The following examinations are $35 per examination. (Please check)
   □ Life   □ Accident & Health   □ Aircraft Title   □ P&C Personal
   □ Life/A&H □ Title Producer □ P&C Combined Lines
   □ Property, Casualty & Motor Vehicle (Adjuster)

   The following Adjuster examinations are $20 per examination. (Please check one)
   □ Fire & Allied Lines   □ Crop & Hail   □ Worker’s Compensation
   □ Casualty   □ Crime & Fidelity Bonds   □ Motor Vehicle Physical Damage

NOTE: REGISTRATION FEES ARE NOT REFUNDABLE OR TRANSFERABLE

8. Examination: (Check one)  □ FIRST TIME  □ RETAKE

9. Total Fees Included:          $___________  (Money Order, Cashier’s Check, MasterCard or VISA are accepted. Make checks payable to “PSI Examination Services” and write the applicant’s social security number on the check).  Personal and company checks are not accepted.

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Card No:_________________________________________________________  Exp. Date:________________________________
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Signature:________________________________________________________

10. I am faxing the Special Arrangement Request (at the end of this bulletin) and required documentation. □ Yes □ No

11. Affidavit: I certify that the information provided on this registration form (and/or telephonically to PSI) is correct. I understand that any falsification of information may result in denial of licensure. I have read and understand the examination information bulletin.
Signature:________________________________________________________
Date:__________________________________

IF YOU ARE REGISTERING BY MAIL OR FAX, SIGN AND DATE THIS REGISTRATION FORM ON THE LINES PROVIDED.
Complete and forward this registration form with the applicable examination fee to:
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Please note: Inventory and pricing subject to change without notice.
All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990. Applicants with disabilities or those who would otherwise have difficulty taking the examination may request special examination arrangements.

Candidates who wish to request special arrangements because of a disability should fax this form and supporting documentation to PSI at (702) 932-2666.

Requirements for special arrangement requests

You are required to submit documentation from the medical authority or learning institution that rendered a diagnosis. Verification must be submitted to PSI on the letterhead stationary of the authority or specialist and include the following:

- Description of the disability and limitations related to testing
- Recommended accommodation/modification
- Name, title and telephone number of the medical authority or specialist
- Original signature of the medical authority or specialist

Date________________________________________

Legal Name: ____________________________________________

Last Name                                                                    First Name

Address: ____________________________________________

Street                                                                                             City, State, Zip Code

Telephone : (_____) _________ - ___________       (_____) _________ - ___________

Home                                                                       Work

Email Address:________________________________________

Check any special arrangements you require (requests must concur with documentation submitted):

☐ Reader (as accommodation for visual impairment or learning disability)
☐ Extended Time
  (Additional time requested:___________)

☐ Large-Print written examination
☐ Other__________________________________________

__________________________________________

Complete and fax this form, along with supporting documentation, to (702) 932-2666. You will be mailed or e-mailed an approval or denial letter within 10 business days.

Please do not schedule your examination until you are contacted by the Special Accommodation Department.