




North Dakota Insurance Department

Jon Godfread, Commissioner

BULLETIN 2020-7

TO: Resident Insurance Producers and Resident Consultants whose license expires on March 31, 2020.

FROM: Jon Godfread, Commissioner 

DATE: March 25, 2020

SUBJECT: Continuing Education Requirements – COVID-19

In response to the Executive Order 2020-03 issued by Governor Doug Burgum declaring a state of emergency in North Dakota in response to the public health crisis resulting from COVID-19 (coronavirus), the North Dakota Insurance Department issues this Bulletin to notify North Dakota resident producers and resident consultants of continuing education (CE) reporting deadline extensions.

In accordance with North Dakota Administrative Code (N.D. Admin. Code) § 45-02-04-08, the Insurance Commissioner is recognizing the extenuating circumstances that may be preventing the completion of CE requirements prior to the expiration of a resident producer's or consultant's license whose license expires on March 31, 2020. In consideration of the public health crisis, producers and consultants whose license expires on March 31, 2020 are not required to provide the Insurance Department with a request for extension, written or otherwise, and are granted a CE reporting extension to April 30, 2020. Considering the continued evolution of public health crisis resulting from COVID-19, the Insurance Department may provide future amendments to this bulletin allowing a further extension.

Please take notice that CE reporting deadlines are being extended and CE reporting is not waived. Notwithstanding this reporting extension, the total CE requirements of not less than twenty-four hours of approved coursework, of which three hours must be in ethics, must be completed for each two-year reporting period.

To promote social distancing during this public health crisis, resident producers and consultants are encouraged to complete their CE requirements via approved, online courses.

Although the CE compliance deadline is being extended for producers whose license expire March 31, 2020, the producer license renewal deadline remains March 31, 2020. Producers who have not met the CE requirements will need to submit their application to the Department via mail or email. To do so:

1. Complete the renewal form, available at https://www.naic.org/documents/committees_ex_pltf_plwg_individual_renewal_producer_app_2013_2015_clean.pdf?69
2. Complete the payment authorization for, in the amount of \$25.00, available at <http://www.nd.gov/eforms/Doc/sfn52579.pdf>
3. Either email these forms to ndlicensing@nd.gov, or mail to North Dakota Insurance Department, 600 E Boulevard Avenue, Bismarck, ND 58505

Insurance Producers with questions related to this Bulletin are advised to contact the Producer Licensing Division at: ndlicensing@nd.gov