



**State of Rhode Island and Providence Plantations
DEPARTMENT OF BUSINESS REGULATION
1511 Pontiac Avenue, Bldg. 69-2
Cranston, Rhode Island 02920**

Insurance Division

INSURANCE PRODUCER LICENSING INSTRUCTIONS

****Please note that Rhode Island no longer mails “hard copy” licenses. To print a license please access the following link: <http://www.statebasedsystems.com/LicensePrint.htm> ****

RHODE ISLAND RESIDENT INDIVIDUAL CHECKLIST

- Complete online application at www.nipr.com
- A copy of the original passed exam results (exam results are valid for a period of one year)
- A copy of the background report from the Rhode Island Attorney General’s office (background reports are valid for a period of thirty days)
- \$120.00 license fee payable online by credit card at the time of application on www.nipr.com

NON-RESIDENT INDIVIDUAL CHECKLIST

- Complete online application at www.nipr.com
- \$130.00 license fee payable online by credit card at the time of application on www.nipr.com

AMENDMENT OF A LICENSE

- Complete online application at www.nipr.com
- \$50.00 amendment fee payable online by credit card at the time of application on www.nipr.com

****Please note that effective July 1, 2007 the State of Rhode Island no longer requires business entities to be licensed however pursuant to RI Gen Laws §27-2.4-12 all individuals who are conducting Rhode Island business on behalf of a business entity must include that business entity name as an “assumed name” on their individual Rhode Island license.**

PRELICENSING

Effective January 1, 2012 Rhode Island has eliminated the mandatory pre-licensing requirement.

EXAM

To schedule an exam please contact Pearson Vue by telephone at 1-800-274-3739 or visit their website at www.pearsonvue.com

CONTINUING EDUCATION REQUIREMENTS

- Rhode Island residents must complete twenty-four (24) accumulated credit hours including a minimum of three (3) hours in ethics for each biennial license period.
- Non-residents must comply with the continuing education requirements of their resident state.

EXEMPTIONS TO CONTINUING EDUCATION

- Residents holding licenses to sell any kind and/or kinds of insurance for which an exam is not required.
- Residents holding a limited line credit license or a license which is otherwise exempted by the Department.
- Residents holding a license continuously (without lapse) for twenty-five (25) years and who are fifty-five (55) years of age at the time of renewal.
- Residents who were licensed for twenty (20) years and were 60 years of age as of July 3, 2004.

BACKGROUND REPORTS FOR RHODE ISLAND RESIDENTS ONLY

- Applicants must provide a background (BCI) report from the Rhode Island Attorney General's office. The Attorney General's office can be contacted at 401-274-4400 for further information.

ERROR AND OMISSIONS FOR RESIDENTS

- Rhode Island residents are required to carry and maintain errors and omissions insurance