



## NATIONAL INSURANCE CRIME TRAINING ACADEMY

**To obtain CE credits for your claims adjuster license, please refer to the list of states below for the appropriate special instructions:**

The following information reflects NICTA's research into each state's continuing education requirement for claims adjusters and/or SIU. NICTA has tried to be as thorough and accurate as possible, however please check with your state to verify this information.

In addition to the states requiring CE's to maintain licensing, several other states (and the District of Columbia) require documented anti-fraud training (this is NICTA's interpretation). NICTA courses satisfy this requirement. The states are: California, Colorado, Kentucky, Maryland, Massachusetts, Minnesota, New Jersey, New Mexico, New York, Ohio, Pennsylvania, Tennessee, and Washington.

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Listed below are the states requiring CE's to maintain claims adjuster licenses. The courses (where indicated) are approved for one (1) continuing education credit (unless otherwise noted). Please refer to the appropriate state to determine which courses have been approved for credit in that state and any special instructions/actions required to obtain the credit. Only courses with an "Approved" status in the appropriate state may have CE's requested for that state. The status of courses in each state is updated on a continual basis. CE's cannot be granted retroactively.

Your student home page (which is permanent and can be printed) provides a secure record of which courses you have taken, your testing date and your test score.

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In addition to the states below, the International Association of Special Investigation Units (IASIU) has approved each NICTA online course for 1 CE for the IASIU CIFI continuing education requirement.

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**NICTA will maintain a copy of all Continuing Education files for each state, for a period of 5 years. We would ask that you keep a copy of all forms for your files as well.**

## Instructions for online CE Fee payment

The following states require a processing fee for each CE. If you are an employee of a company listed below, you do not have to pay the fee personally. Your company will be direct billed for the CE fee. Please refer to the state by state instructions to request your CE's. If your company is not listed below, you must pay the CE processing fees prior to emailing your request to [orders@nicta.org](mailto:orders@nicta.org). To pay the CE processing fee, go to the Student Union and click on the "CE Payment Information" button; then select the state(s) for which you wish to purchase credits. Once payment has been made, email the payment confirmation number along with the required state information to [orders@nicta.org](mailto:orders@nicta.org).

CE processing fees for AR, DE, MT, NH, OK, TX, UT, VT and WY are paid online. Upon completing a course where CE credit for these states is being sought you must pay the required fee(s). Once payment has been made, email the payment confirmation number along with the required state information to [orders@nicta.org](mailto:orders@nicta.org).

### Processing fee schedule:

Arkansas \$1.00  
Delaware \$1.00  
Montana \$1.00  
New Hampshire \$1.00  
Oklahoma \$1.00  
Texas \$0.67  
Utah \$1.00  
Vermont \$1.50  
Wyoming \$1.00

**Please note:** A company's corporate license does not cover the CE credit processing fee. This is a fee imposed by the state department of insurance and not NICTA. However the companies below have arranged for direct billing of the CE processing fees. **If you are an employee of a company listed below, do not pay the fee.**

### Companies with Direct bill account:

ACCC Insurance (Texas request only)  
Affirmative Agencies (Texas request only)  
Allstate  
American Access Casualty Company  
ANPAC  
CNA  
Concord Group Insurance Companies  
Country Financial (OK Requests only)  
CUMIS Insurance Society, Inc.  
Direct General (TX requests only)  
Donegal Group (DE & PA requests only)  
Electric Insurance  
EMC Insurance  
Esurance  
Farmers/Help Point Claims Services/Bristol West  
FCCI Insurance Group  
Federated Insurance  
Fireman's Fund  
Florist Mutual Insurance Company (Hortica Insurance Company)  
Gainsco (Texas CE Requests only)  
GEICO  
Germania Insurance (Texas CE Requests only)  
Kemper Insurance  
Liberty Mutual/Safeco  
Mercury Insurance  
Mendota Insurance  
MSA Group  
National Interstate Insurance Company/Vanliner  
Progressive  
Pronto Insurance  
QBE  
RLI Corp  
Safeco/Liberty Mutual  
Sentry Insurance  
Shelter Insurance  
State Auto  
State Farm (Texas CE Requests only)  
Stillwater Insurance  
Swiss Re  
Texas Farm Bureau  
The General  
The PMA Insurance Group  
Travelers Insurance  
USAA



# NATIONAL INSURANCE CRIME TRAINING ACADEMY

<u>Arkansas</u>	<u>Approval Status</u>
Additional Living Expense (ALE) Fraud	Approved
Arson for Profit	Approved
Body Shop Fraud	Approved
Casualty Insurance Fraud	Approved
Catastrophe Fraud	Approved
Classic Car Insurance Fraud	Approved
Contract Vendor Provider Fraud	Approved
Customer Service & Fraud Investigation (2 credits)	Approved
Detecting Fraud for Underwriters	Approved
Diagnostic Testing	Approved
Digital Photo Metadata	Pending
Durable Medical Equipment (DME) Fraud	Approved
Evaluating Medical Bills for Fraud 101 (2 credits)	Approved
Field Safety Course	Approved
Hit While Parked	Approved
IASIU Ethics	Not Approved
Identity Theft/Fraud	Approved
Insurance Fraud Basics	Approved
Introduction to CPT Codes in Medical Billing Fraud	Approved
Introduction to Commercial Lines Fraud	Approved
Introduction to Insurance Fraud Investigation	Approved
Introduction to Medical Billing Fraud	Approved
Investigating Organized Groups	Approved
Investigating Property Fraud	Approved
Investigating Questionable Water Claims	Approved
Investigating Vehicle Theft Fraud	Approved
ISO ClaimSearch User Training	Approved
Listening for Deception in Claims Interviews (By Phone)	Approved
Medical Clinic Inspections	Approved
Modalities & Procedures Questionable Billing (2credits)	Approved
Mold Insurance Fraud	Approved
Mysterious Disappearance Claims (2 credits)	Approved
Online Application Fraud	Approved
Pedestrian Staged Accidents	Approved
Preparing a Case for Prosecution	Approved
Prescription Drug Fraud	Approved
Rate Evasion	Approved
Recognizing Organized Insurance Fraud	Approved
Recorded Statements	Approved
Smoke and Ash Fraud Investigation	Approved
Staged Auto Accidents	Approved
Street Racing and Sport Compact Vehicle Fraud	Approved
The Internet: An Investigative Tool	Approved
Training Theory and Skills for Fraud Investigators	Approved
Using the Social Network for Investigation (2 credits)	Approved
Vehicle Glass Fraud	Approved
Workers' Compensation Fraud	Approved
Workers' Compensation Premium Fraud	Approved
Writing Investigative Reports (for Claims) (4 credits)	Approved

**\*All courses are approved for 1 CE for General Study credit, unless otherwise noted.**

Special Instructions for Arkansas: To receive CE credit, Arkansas also requires the online exam to be monitored by a disinterested proctor. Prior to taking the exam, please download the Appendix G and provide it to your monitor who must complete it attesting to the requirements as explained on the form. After you have obtained a monitor, please take the online exam. SBS, the database system used by the AR DOI, charges a processing fee of \$1 per course/credit. Upon course completion (successfully passing the exam), please pay the processing fee by clicking on the CE Payment Information link located in the Student Union. To receive CE credit, send an email to [orders@nicta.org](mailto:orders@nicta.org) with your **full name as listed on your DOI issued license**, telephone number, **physical** street address, license number, the state you are requesting credit for and the name of the course(s) completed. Upon course completion (successfully passing the exam) please attach the Appendix G to your request. NICTA will report all credit earned, to SBS. Please allow up to 30 days for credit to be processed once we receive the request.

**In order to comply with regulations imposed by the Department of Insurance, please email your credit requests to [orders@nicta.org](mailto:orders@nicta.org), within three (3) business days of completing each course.**



**Delaware****Approval Status**

Additional Living Expense (ALE) Fraud	Approved
Arson for Profit	Approved
Body Shop Fraud	Approved
Casualty Insurance Fraud	Approved
Catastrophe Fraud	Approved
Classic Car Insurance Fraud	Approved
Contract Vendor Provider Fraud	Approved
Customer Service & Fraud Investigation	Approved
Detecting Fraud for Underwriters	Approved
Diagnostic Testing	Approved
Digital Photo Metadata	Pending
Durable Medical Equipment (DME) Fraud	Approved
Evaluating Medical Bills for Fraud 101 (2 credits)	Approved
Field Safety Course	Approved
Hit While Parked	Approved
*IASIU Ethics Course (found in <b>Other Learning</b> link)	Approved
Identity Theft/Fraud	Approved
Insurance Fraud Basics	Approved
Introduction to CPT Codes in Medical Billing Fraud	Approved
Introduction to Commercial Lines Fraud	Approved
Introduction to Insurance Fraud Investigation	Approved
Introduction to Medical Billing Fraud	Approved
Investigating Organized Groups	Approved
Investigating Property Fraud	Approved
Investigating Questionable Water Claims	Approved
Investigating Vehicle Theft Fraud	Approved
ISO ClaimSearch User Training	Approved
Listening for Deception in Claims Interviews (By Phone)	Approved
Medical Clinic Inspections	Approved
Modalities & Procedures Questionable Billing	Approved
Mold Insurance Fraud	Approved
Mysterious Disappearance Claims (2 credits)	Approved
Online Application Fraud	Approved
Pedestrian Staged Accidents	Approved
Preparing a Case for Prosecution	Approved
Prescription Drug Fraud	Approved
Rate Evasion	Approved
Recognizing Organized Insurance Fraud	Approved
Recorded Statements	Approved
Smoke and Ash Fraud Investigation	Approved
Staged Auto Accidents	Approved
Street Racing and Sport Compact Vehicle Fraud	Approved
The Internet: An Investigative Tool	Approved
Training Theory and Skills for Fraud Investigators	Not Approved
Using the Social Network for Investigation	Approved
Vehicle Glass Fraud	Approved
Workers' Compensation Fraud	Approved
Workers' Compensation Premium Fraud	Approved
Writing Investigative Reports (for Claims) (2 credits)	Approved

**\*Approved for Ethics Credit**

**\*All courses are approved for 1 CE for General Study credit unless otherwise noted.**

**Special Instructions for Delaware:** State Based Systems (SBS), the database system used by the DE DOI, charges a processing fee of \$1 per course/credit. Upon course completion (successfully passing the exam), please pay the processing fee by clicking on the CE Payment Information link located in the Student Union. To receive CE credit, send an email to [orders@nicta.org](mailto:orders@nicta.org) with your **full name as listed on your DOI issued license**, including middle initial, telephone number, **physical** street address, both your license # and NPN #, the state you are requesting credit for and the name of the course(s) completed. NICTA will report all credit earned, to SBS. Please allow up to 30 days for credit to be processed once we receive the request.

**PLEASE NOTE:** Pursuant to the DE DOI, CEs must be submitted to the Department within **10 business days** of course completion otherwise a late may be charged. In order to comply with regulations imposed by the DE Department of Insurance, please email your credit requests to [orders@nicta.org](mailto:orders@nicta.org), within three (3) business days of completing each course. If you do not comply with the **10 day** processing requirement, you may be charged a late fee.



# NATIONAL INSURANCE CRIME TRAINING ACADEMY

## Florida

## Approval Status

Additional Living Expense (ALE) Fraud	Approved
Arson for Profit	Approved
Body Shop Fraud	Approved
Casualty Insurance Fraud	Approved
Catastrophe Fraud	Approved
Classic Car Insurance Fraud	Approved
Contract Vendor Provider Fraud (2 credits, 1 AdjOpt/1 Elective*)	Approved
Customer Service and Fraud Investigation	Not Approved
Detecting Fraud for Underwriters	Approved
Diagnostic Testing (2 credits)	Approved
Digital Photo Metadata	Pending
Durable Medical Equipment (DME) Fraud (2 credits)	Approved
Evaluating Medical Bills for Fraud 101 (3 credits)	Approved
Field Safety Course (2 credits)	Approved
IASIU Ethics Course (found in Other Learning link)*	Approved
Hit While Parked	Approved
Identity Theft/Fraud	Approved
Insurance Fraud Basics (3 credits)	Approved
Introduction to CPT Codes in Medical Billing Fraud	Approved
Introduction to Commercial Lines Fraud	Approved
Introduction to Insurance Fraud Investigation	Approved
Introduction to Medical Billing Fraud	Approved
Investigating Organized Groups	Approved
Investigating Property Fraud	Approved
Investigating Questionable Water Claims (2 credits)	Approved
Investigating Vehicle Theft Fraud	Approved
ISO ClaimSearch User Training	Not Approved
Listening for Deception in Claims Interviews (By Phone)	Approved
Medical Clinic Inspections	Approved
Modalities & Procedures Quest Billing (5 credits- opt only)	Approved
Mold Insurance Fraud	Approved
Mysterious Disappearance Claims (2 credits)	Approved
Online Application Fraud (2 credits)	Approved
Pedestrian Staged Accidents (2 credits)	Approved
Preparing a Case for Prosecution	Approved
Prescription Drug Fraud	Approved
Rate Evasion (2 credits)	Approved
Recognizing Organized Insurance Fraud (2 credits)	Approved
Recorded Statements (3 credits)	Approved
Smoke and Ash Fraud Investigation (4 credits)	Approved
Staged Auto Accidents	Approved
Street Racing and Sport Compact Vehicle Fraud	Not Approved
The Internet: An Investigative Tool	Approved
Training Theory and Skills for Fraud Investigators	Not Approved
Using the Social Network for Investigation (5 credits)	Approved
Vehicle Glass Fraud (2 credits)	Approved
Workers' Compensation Fraud	Approved
Workers' Compensation Premium Fraud	Approved
Writing Investigative Reports (for Claims)	Not Approved

**All courses are approved for 1 CE credit for CE0324c- Adjuster Optional, unless noted otherwise**  
**\*IASIU Ethics in now an elective course**

**Special Instructions for Florida:** To receive CE credit, send an email to [orders@nicta.org](mailto:orders@nicta.org) with your **full name as listed on your DOI issued license**, including middle initial, telephone number, **physical** street address, license number, the state you are requesting credit for and the name of the course(s) completed. You must take the exam without assistance and as such the email to [orders@nicta.org](mailto:orders@nicta.org) must contain the following statement:

I, *insert your full name*, state I completed the on line exam for this course completely unassisted by any person and that I did not use any reference material or any course material (including reviewing the course online or otherwise during the exam). I understand that a violation of such standards shall result in the loss of course credit and administrative sanction by the Florida Department of Financial Services. NICTA will report all credit earned, to the Florida Department of Insurance. Keep a copy of the original forms for your files. Please allow up to 21 days for credit to be processed once we receive the request. **Note** – Florida requires a minimum score of 70% in order for CE's to be approved. However NICTA requires a minimum of 75% to pass the course exams. As such, Florida CE's will not be processed unless a score of 75% or better is obtained on the NICTA exam.  
**In order to comply with regulations imposed by the Department of Insurance, please email your credit requests to [orders@nicta.org](mailto:orders@nicta.org), within three (3) business days of completing each course to ensure the credit is submitted within 21 days of course completion as required by the state.**













# NATIONAL INSURANCE CRIME TRAINING ACADEMY

## New Hampshire

## Approval Status

Additional Living Expense (ALE) Fraud	Approved
Arson for Profit	Approved
Body Shop Fraud	Approved
Casualty Insurance Fraud	Approved
Catastrophe Fraud	Approved
Classic Car Insurance Fraud	Approved
Contract Vendor Provider Fraud	Approved
Customer Service and Fraud Investigation	Approved
Detecting Fraud for Underwriters	Approved
*Diagnostic Testing	Approved
Digital Photo Metadata	Pending
*Durable Medical Equipment (DME) Fraud	Approved
*Evaluating Medical Bills for Fraud 101 (2 credits)	Approved
Field Safety Course	Approved
Hit While Parked	Approved
IASIU Ethics Course (found in <b>Other Learning</b> link)	Approved
Identity Theft/Fraud	Approved
*Insurance Fraud Basics	Approved
Introduction to CPT Codes in Medical Billing Fraud	Approved
Introduction to Commercial Lines Fraud	Approved
*Introduction to Insurance Fraud Investigation	Approved
*Introduction to Medical Billing Fraud	Approved
Investigating Organized Groups	Approved
Investigating Property Fraud	Approved
Investigating Questionable Water Claims	Approved
Investigating Vehicle Theft Fraud	Approved
*ISO ClaimSearch User Training	Approved
Listening for Deception in Claims Interviews (By Phone)	Approved
Medical Clinic Inspections	Approved
Modalities & Procedures Questionable Billing	Approved
Mold Insurance Fraud	Approved
Mysterious Disappearance Claims (2 credits)	Approved
*Online Application Fraud	Approved
Pedestrian Staged Accidents	Approved
*Preparing a Case for Prosecution	Approved
Prescription Drug Fraud	Approved
Rate Evasion	Approved
Recognizing Organized Insurance Fraud	Approved
Recorded Statements (1.5 CEs)	Approved
Smoke and Ash Fraud Investigation	Approved
Staged Auto Accidents	Approved
Street Racing and Sport Compact Vehicle Fraud	Approved
*The Internet: An Investigative Tool	Approved
Training Theory and Skills for Fraud Investigators	Approved
Using the Social Network for Investigation	Approved
Vehicle Glass Fraud	Approved
*Workers' Compensation Fraud	Approved
*Workers' Compensation Premium Fraud	Approved
Writing Investigative Reports (for Claims) (2cr)	Approved
*Approved for Workers' Comp Adjusters	

All courses are approved for 1 CE Multi-line Adjusters credit unless otherwise noted

**Special Instructions for New Hampshire:** Please indicate your license type, Adjuster or WC. This is imperative information, in order to process the CE's correctly. State Based Systems (SBS), the database system used by the NH DOI, charges a processing fee of \$1 per course/credit. Upon course completion (successfully passing the exam), please pay the processing fee by clicking on the CE Payment Information link located in the Student Union. To receive CE credit, send an email to [orders@nicta.org](mailto:orders@nicta.org) with your full name as listed on your DOI issued license, including middle initial, telephone number, **physical** street address, license number, the CE payment confirmation number, the state you are requesting credit for and the name of the course(s) completed. NICTA will report all credit earned, to SBS. Keep a copy of the original forms for your files. Please allow up to 15 days for credit to be processed once we receive the request.

\*\*Special Note: Only producers using NH as the "home state" are required to comply with NH CE laws.  
Non-resident producers need to file in their "resident" state.

In order to comply with regulations imposed by the Department of Insurance, please email your credit requests to [orders@nicta.org](mailto:orders@nicta.org), within three (3) business days of completing each course to ensure the credit is submitted within 15 days of course completion as required by the state.







# NATIONAL INSURANCE CRIME TRAINING ACADEMY

<u>Utah</u>	<u>Approval Status</u>
Additional Living Expense (ALE) Fraud	Approved
Arson for Profit	Approved
Body Shop Fraud	Approved
Casualty Insurance Fraud	Approved
Catastrophe Fraud	Approved
Classic Car Insurance Fraud	Approved
Contract Vendor Provider Fraud	Approved
Customer Service and Fraud Investigation	Approved
Detecting Fraud for Underwriters	Approved
Diagnostic Testing	Approved
Digital Photo Metadata	Pending
Durable Medical Equipment (DME) Fraud	Approved
Evaluating Medical Bills for Fraud 101 (2 credits)	Approved
Field Safety Course	Approved
Hit While Parked	Approved
*IASIU Ethics Course (found in <b>Other Learning</b> link)	Approved
Identity Theft/Fraud	Approved
Insurance Fraud Basics	Approved
Introduction to CPT Codes in Medical Billing Fraud	Approved
Introduction to Commercial Lines Fraud	Approved
Introduction to Insurance Fraud Investigation	Approved
Introduction to Medical Billing Fraud	Approved
Investigating Organized Groups	Approved
Investigating Property Fraud	Approved
Investigating Questionable Water Claims	Approved
Investigating Vehicle Theft Fraud	Approved
ISO ClaimSearch User Training	Approved
Listening for Deception in Claims Interviews (By Phone)	Approved
Medical Clinic Inspections	Approved
Modalities & Procedures Questionable Billing	Approved
Mold Insurance Fraud	Approved
Mysterious Disappearance Claims (2 credits)	Approved
Online Application Fraud	Approved
Pedestrian Staged Accidents	Approved
Preparing a Case for Prosecution	Approved
Prescription Drug Fraud	Approved
Rate Evasion	Approved
Recognizing Organized Insurance Fraud	Approved
Recorded Statements	Approved
Smoke and Ash Fraud Investigation	Approved
Staged Auto Accidents	Approved
Street Racing and Sport Compact Vehicle Fraud	Approved
The Internet: An Investigative Tool	Approved
Training Theory and Skills for Fraud Investigators	Not Approved
Using the Social Network for Investigation	Approved
Vehicle Glass Fraud	Approved
Workers' Compensation Fraud	Approved
Workers' Compensation Premium Fraud	Approved
Writing Investigative Reports (for Claims) (2 credits)	Approved

## \*Approved for Ethics Credit

**All courses are approved for 1 CE General Study credit, unless otherwise noted**

**Special Instructions for Utah:** Sircon for States, the database system used by the UT DOI, charges a processing fee of \$1.00 per course/credit. Upon course completion (successfully passing the exam), please pay the processing fee by clicking on the CE Payment Information link located in the Student Union. To receive CE credit, send an email to [orders@nicta.org](mailto:orders@nicta.org) with your **full name as listed on your DOI issued license**, including middle initial, telephone number, **physical** street address, license number, the state you are requesting credit for and the name of the course(s) completed. NICTA will report all credit earned, to the Utah Department of Insurance. Keep the original forms for your files. If you are audited, mail a **copy** of your certificate of completion to the Utah Department of Insurance. Please allow up to 30 days for credit to be processed once we receive the request.

**In order to comply with regulations imposed by the Department of Insurance, please email your credit requests to [orders@nicta.org](mailto:orders@nicta.org), within three (3) business days of completing each course.**



# NATIONAL INSURANCE CRIME TRAINING ACADEMY

<b>Vermont *</b>	<b>Approval Status</b>
Additional Living Expense (ALE) Fraud	N/A
Arson for Profit	N/A
Body Shop Fraud	N/A
Casualty Insurance Fraud	Approved
Catastrophe Fraud	N/A
Classic Car Insurance Fraud	N/A
Contract Vendor Provider Fraud	N/A
Customer Service and Fraud Investigation	N/A
Detecting Fraud for Underwriters	N/A
Diagnostic Testing	Approved
Digital Photo Metadata	Pending
Durable Medical Equipment (DME) Fraud	Approved
Evaluating Medical Bills for Fraud 101 (2 credits)	Approved
Field Safety Course	N/A
Hit While Parked	N/A
IASIU Ethics Course (found in <b>Other Learning</b> link)	N/A
Identity Theft/Fraud	N/A
Insurance Fraud Basics	Approved *
Introduction to CPT Codes in Medical Billing Fraud	Approved
Introduction to Commercial Lines Fraud	N/A
Introduction to Insurance Fraud Investigation	Approved
Introduction to Medical Billing Fraud	Approved
Investigating Organized Groups	N/A
Investigating Property Fraud	N/A
Investigating Vehicle Theft Fraud	N/A
ISO ClaimSearch User Training	Approved
Listening for Deception in Claims Interviews (By Phone)	N/A
Medical Clinic Inspections	N/A
Modalities & Procedures Questionable Billing	Approved
Mold Insurance Fraud	N/A
Online Application Fraud	N/A
Pedestrian Staged Accidents	N/A
Preparing a Case for Prosecution	N/A
Prescription Drug Fraud	Pending
Rate Evasion	N/A
Recognizing Organized Insurance Fraud	Approved
Recorded Statements	N/A
Smoke and Ash Fraud Investigation	N/A
Staged Auto Accidents	N/A
Street Racing and Sport Compact Vehicle Fraud	N/A
The Internet: An Investigative Tool	N/A
Training Theory and Skills for Fraud Investigators	N/A
Using the Social Network for Investigation	N/A
Vehicle Glass Fraud	N/A
Workers' Compensation Fraud	Approved
Workers' Compensation Premium Fraud	Approved
Writing Investigative Reports (for Claims)	N/A

### **\*All courses are approved for 1 CE Workers' Compensation credit**

**Special Instructions for Vermont:** Sircon for States, the database system used by the VT DOI, charges a processing fee of \$1.50 per course/credit. Upon course completion (successfully passing the exam), please pay the processing fee by clicking on the CE Payment Information link located in the Student Union.

To receive CE credit, Vermont requires the online exam to be monitored by a disinterested proctor. Prior to taking the exam, please download the [Exam Monitor form](#) and provide it to your monitor who must complete it attesting to the requirements as explained on the form. After you have obtained a monitor, please take the online exam. Upon course completion (successfully passing the exam) please attach the Exam Monitor form to your CE request. Send an email to [orders@nicta.org](mailto:orders@nicta.org) with your **full name as listed on your DOI issued license**, including middle initial, telephone number, **physical** street address, license number, the state you are requesting credit for and the name of the course(s) completed. Please mention in the email you have faxed the Exam Monitor form. NICTA will maintain the Monitor form. NICTA will report all credit earned, to Sircon. Keep all original forms for your files. Please allow up to 30 days for credit to be processed once we receive the request.

\*Only Workers' Comp Adjusters require CE credit

**In order to comply with regulations imposed by the Department of Insurance, please email your credit requests to [orders@nicta.org](mailto:orders@nicta.org), within three (3) business days of completing each course.**



