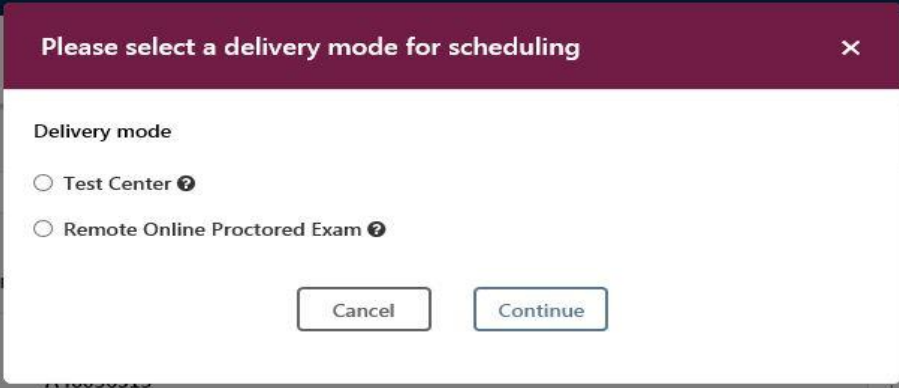
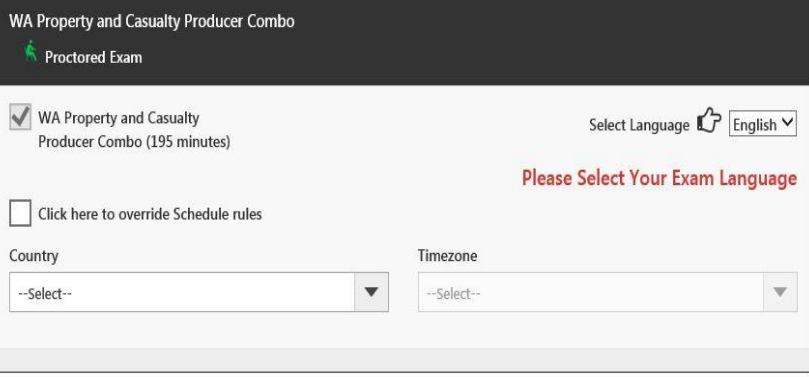


Full Client Name	State of New Jersey Department of Banking and Insurance
Acronym	N/A
File Type	Open
ID Type	SSN
Address	Not available
Telephone	<ul style="list-style-type: none"> •Application Investigations and Producer Education (609) 292-5316, ext:50552 •License Processing (609) 292-4337
Fax	Not available
Web address	dobi.nj.gov
Exam Titles - Language/Testing Time/# of items/Minimum Passing Score	<ul style="list-style-type: none"> •NJ Accident and Health Instructor - English, Spanish/210 minutes/88 items/85% •NJ Accident and Health Producer - English, Spanish/210 minutes/88 items/70% •NJ Bail Bonds Instructor - English, Spanish/210 minutes/50 items/85% •NJ Bail Bonds Producer - English, Spanish/210 minutes/50 items/70% •NJ Casualty Producer - English, Spanish/210 minutes/91 items/70% •NJ Property and Casualty Instructor - English, Spanish/210 minutes/145 items/85% •NJ Life Instructor - English, Spanish/210 minutes/83 items/85% •NJ Life Producer - English, Spanish/210 minutes/83 items/70% •NJ Personal Lines Producer - English, Spanish/210 minutes/112 items/70% •NJ Property Producer - English, Spanish/210 minutes/79 items/70% •NJ Public Adjuster - <u>English only</u>/210 minutes/70 items/70% •NJ Surplus Lines - English, Spanish/210 minutes/50 items/70% •NJ Title Instructor - English, Spanish/210 minutes/100 items/85% •NJ Title Producer - English, Spanish/210 minutes/100 items/70%
Pretest Items	In addition to the number of examination items specified, a small number of 5 to 19 “experimental” 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.
Exam Type	NJ Insurance
Notes	For candidates taking a remote proctored exam, they must log into their PSI UCS account to launch their exam. Have candidate refer to their CIB.
PSI UCS Website	www.psiexams.com/njin
Splitting Portions	Not applicable as these are 1-portion exams.
Application Processing	Open registration
Processing Time	Mail – up to 10 business days; Fax – up to 4 business days
Application Processor	NJ. ApplicationProcessor@psionline.com
Name/Address Changes	CSR can make minor changes. Changes due to divorce/marriage - CD must send supporting documentation for Application Processor to enter. (Example: Divorce Decree for divorce, Marriage License for marriage)
Languages Available	See exam Titles
Eligibility Criteria	<p>Exam is open program, however, candidates will need to present the following documentation at the test site on the day of their exam:</p> <ul style="list-style-type: none"> - Candidates taking the Life, Health, Property, Casualty, Title, Personal Lines, or LL Bail Bond examinations must present an original pre-licensing education course completion certificate OR a waiver issued by the New Jersey Department of Banking and Insurance. For a retake exam this must be presented or the candidate’s failing score report may be presented. Prelicensing education course completion certificates never expire. - Candidates taking the Surplus Lines, Public Adjuster, or the instructor examinations do not need to present either of the two documents mentioned above (pre-licensing education course completion certificate or a waiver issued by the NJ Department of Banking and Insurance). <p>Candidates who do not present the required items will be denied admission to the examination, considered absent, and will forfeit the examination fee.</p>
Eligibility Period	N/A
Payment Payable to	PSI
Fee	\$38 each exam
Payment Type	You may pay by credit card, money order, company check or cashier’s check. Cash and personal checks are not accepted
Reschedule Rules	You may cancel and reschedule an examination appointment without forfeiting your fee if your cancellation notice is received two days prior to the scheduled examination date.

ADA/Exam Accommodation Approval	<p>A candidate with a disability or a candidate who would otherwise have difficulty taking the examination must follow the link and instructions on the Exam Accommodations Request Form at the end of the Candidate Information Bulletin.</p> <p>You are required to submit documentation from the medical authority or learning institution that rendered a diagnosis. Verification must be uploaded to PSI on the letterhead stationery of the authority or specialist and include the following:</p> <ul style="list-style-type: none"> • 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 <p>MAKE SURE YOU ARE REGISTERED FOR THE EXAMINATION BEFORE REQUESTIONS EXAMINATION ACCOMMODATIONS.</p>
Out of State Testing	PSI has examination centers in many other regions across the United States. You may take the written examination at any of these locations by following the instructions on the Out-Of-State Request Form at the end of the Candidate Information Bulletin.
Test Center or Remote Proctoring	Please also make note that candidates will be able to take the NJ Insurance exams at a test center or via remote proctoring. When scheduling candidates you will be able to select the option the candidate wants.
	
	If the candidate selects Remote online proctoring you will need to select Country and time zone before proceeding to selecting a test date.
	
Paper/Pencil	Yes
Bring to test center	<p>Candidates must register for the exam with their LEGAL first and last name as it appears on their government issued identification. All required identification below must match the first and last name under which the candidate is registered. Candidates are required to bring two (2) forms of valid (non-expired) signature bearing identification to the test site. If the candidate fails to bring proper identification or the candidate names do not match, the candidate will not be allowed to test and their examination fee will not be refunded.</p> <p>PRIMARY IDENTIFICATION (with photo) – Choose One</p> <ul style="list-style-type: none"> • State issued driver’s license • State issued identification card • US Government Issued Passport • US Government Issued Military Identification Card • US Government Issued Alien Registration Card • Canadian Government Issued ID <p>NOTE: ID must contain candidate’s photo, be valid and unexpired.</p> <p>SECONDARY IDENTIFICATION – Choose One</p> <ul style="list-style-type: none"> • Credit Card (must be signed) • Social Security Card • US issued Birth Certificate with Raised Seal <p>*NOTE: Student ID and employment ID are NOT acceptable forms of identification.</p>
	<p>A Military ID will not be accepted for a remotely proctored exam, however, all other types of Identification noted above are acceptable for this delivery mode.</p>

	<p>Candidates taking the Life, Health, Property, Casualty, Title, Personal Lines, or LL Bail Bond examinations <u>must also present</u>, on the day of the examination, a prelicensing education course completion certificate (AN ELECTRONIC VERSION OR HARD COPY WILL BE ACCEPTED) OR a waiver issued by the NJ Department of Banking and Insurance. For a retake examination this must be presented or your failing score report may be presented.</p> <p>▪ Candidates taking the Surplus Lines, Public Adjuster, or the Instructor examinations <u>do not need to present</u> either of the two documents mentioned above (prelicensing education course completion certificate OR a waiver issued by the NJ Department of Banking and Insurance).</p>
Open Book Exam	No
Calculator Allowed	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.
Reference Materials Given at Site	None
Passing Score	See exam Titles
Cut score	N/A
Veteran's Preference Points	N/A
Score reports	<p>Score will be given to the candidate immediately, on-screen, following completion of the examination. The candidate will receive their score report via email, within 1-3 business days.</p> <p>Your score will be sent electronically to the state.</p>
Dup Score Report Fee	To request a duplicate score report, please reach out to scorereports@psionline.com. Candidates will receive their score report via email.
Fingerprint Info	N/A
Licensing instructions	<p>To be licensed as a resident insurance producer, applicants must:</p> <ol style="list-style-type: none"> 1. Be a resident of New Jersey, or, if a nonresident, have his or her principal place of business in New Jersey. 2. Be trustworthy, competent, financially responsible, and of good personal and business reputation. 3. Successfully complete instruction at a New Jersey-approved provider, fulfilling the minimum hours of instruction leading to a certificate of completion. Prelicensing education course completion certificates never expire. Individuals who currently hold a resident producer license in a state other than New Jersey or who have held such license actively during the preceding ninety (90) days are exempt from qualifying for a resident New Jersey insurance producer license by education and examination. Application may be made through the electronic application process. Information on the electronic application process is available at dobi.nj.gov. 4. Pass the insurance licensing examination(s) administered by PSI. 5. The Department of Banking and Insurance will waive the prelicensing education requirement for qualifying individuals holding an approved insurance designation. Waiver information and a listing of approved insurance designations may be viewed on the Department's website at dobi.nj.gov. 6. Individuals maintaining an approved insurance designation are no longer exempt from passing the examination corresponding to their desired license authority. 7. An individual who applies for an insurance producer license in this state who was previously licensed for the same lines of authority in another state shall not be required to complete any prelicensing education or examination. This exemption is only available if the person is currently licensed in good standing in that state; or if the application is received within 90 days of the cancellation of the applicant's previous license and was considered to be in good standing when the license authority terminated.

Obtaining a Temporary Work Authority and Permanent License	<p>Passing Personal Lines, Title, Surplus Lines, Life, Health, Property, and Casualty producer candidates will be evaluated at the test center for qualification for a temporary work authority. The evaluation will be based on the applicants' responses to screening questions developed by the Department of Banking and Insurance.</p> <p>Applicants must be extremely careful when responding to the license screening questions, because once the applicant confirms his or her answers they cannot be changed.</p> <p>Qualified applicants will receive their temporary work authorities immediately following completion of their examination. To activate the temporary work authority, the applicant must follow the instructions printed on the temporary work authority certificate. The temporary work authority allows the qualifying individual to transact insurance related business for a period of 60 days from the exam date while under the supervision of a current licensed producer. To receive a permanent license, applicants must follow the instructions printed on the short form application that will be provided at the test center.</p> <p>Candidates who have passed the examination, but do not qualify for a temporary work authority, will be provided with a notice explaining their failure to qualify for the temporary work authority. To apply for a permanent license, the Department recommends candidates apply electronically but may also apply using the paper application maintained on the Department website (dobi.nj.gov). A paper submission must also include the original PSI passing score report, a school certificate, and the appropriate license fees to the New Jersey Department of Banking and Insurance Licensing Division. Applicants are reminded that paper applications require more processing time.</p> <p>Please note that score reports are valid for one (1) year only.</p>
Retest fee	\$38 each exam
Retest procedure	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. A candidate who tests unsuccessfully on a Wednesday can call the next day, Thursday, and retest as soon as Friday, depending upon space availability.
Exam review	<p>While taking the examination, examinees will have the opportunity to provide comments on any questions, by clicking the Comments link on the function bar of the test question screen.</p> <p>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.</p>
Procedures for Filing an Appeal	Candidates who have further questions concerning the examination content may file an appeal request with the New Jersey Department of Insurance and Banking; Application Investigations and Producer Education via email at insed@doi.state.nj.us .
Practice Exams Offered	Yes - online at www.psiexams.com . You may take the practice exams an unlimited number of times: you will need to pay each time.
Support modes	N/A
Support email	examschedule@psionline.com
Email Response Time	Up to 48 hrs
Scheduling modes	Phone, PSI website
Information Links	State of New Jersey Department of Banking and Insurance
Created Date	4/19/2019
Modified Date	2/4/2022 rp