



**NORTH CAROLINA DEPARTMENT OF INSURANCE
CONTINUING EDUCATION PROGRAM**

Licensee Name: _____ NPN: _____
(National Producer Number)

Pursuant to 11 NCAC 06A.0811, if the license of any person lapses under G.S. 58-33-130(c), the license shall be reinstated when the person has completed the continuing education requirements within four months after the end of the person’s previous compliance year and paid North Carolina’s reinstatement fee of \$75.

REQUEST FOR REINSTATEMENT OF LICENSE

I wish to apply for reinstatement of my North Carolina insurance license which expired for non-compliance with continuing education requirements. **To be eligible for reinstatement, I acknowledge that,**

- my continuing education requirements were completed within four months after the end of my compliance period **AND** I have confirmed that the credits have been reported by the Continuing Education Provider(s) **and are displayed on my transcript****
- a \$75.00 reinstatement fee is required before my license will be reinstated.
- I understand that once my license has been reinstated, I must pursue re-appointment with the insurance companies I represent

Signature

Date

Reinstatement requests, including this form and fee payment, must be submitted online:

[Compliance Express™ \(sircon.com\)](http://sircon.com)

Click on the link for “Services” on the left, then choose “CE Exemption or Extension Request”

***Please provide an email and phone number in the event there are questions concerning your reinstatement request or payment.**

Email address

Phone number

****DO NOT FAX, EMAIL OR SEND COURSE COMPLETION CERTIFICATES TO PROMETRIC OR TO THE NORTH CAROLINA DEPARTMENT OF INSURANCE. YOUR LICENSE WILL NOT BE REINSTATED UNTIL THE CREDITS HAVE BEEN REPORTED BY THE CE PROVIDER(S) AND ARE DISPLAYED ON YOUR TRANSCRIPT. PLEASE CONTACT YOUR CE PROVIDER(S) IF YOUR CREDITS HAVE NOT YET BEEN POSTED.**

Please note: If all the above conditions are met, the reinstatement will be processed by Prometric within 2 business days of the online submission and fee payment with Sircon. It may be several days, however, before that information is updated to your license record with the North Carolina Department of Insurance. You may check your license status at <https://sbs.naic.org/solar-external-lookup/>.