

Hello! Let me know if you have any questions and we are excited to have you on the team!!! Make certain you read everything **RED**

This licensing template is **Texas** specific so if you are in another state let us know so we can assist you.

Sarah Childs

Regional Vice President

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Here are your steps to licensing. Please let me know if you have any questions.

Overview of 4 licensing steps:

1. Attend all prelicensing sections in person or on Zoom (2 day highly encouraged course).OR Complete pre-licensing course online - when you pass the final course exam with a 70 or above you will get your certificate (not recommended unless no other option)
2. Register for your exam
3. **AFTER** you submit your test pass notice: Register for your fingerprints
4. Fill out your state application that is sent VIA DocuSign to your email **AFTER** you complete your fingerprints (you will need to enter your fingerprint receipt details).

If you have any questions or need assistance let me know! I will include instructions on everything below.

Step 1 Register for Prelicensing: Online pre-licensing [ucanpass link](#) & [information](#) to include when registering for the online ucanpass licensing class. If you have already registered and created a login just go ahead and bypass this step and login.

Register for "LIFE ONLY"

Make sure you click "launch course" once logged in to access the material.

Step 2 Register for your Exam:

Please schedule your exam before you attend class so you can take it AFTER class/online course has been done. Exam date should be 3-4 days after class has been completed.

***MAKE SURE YOU WRITE DOWN DATE, TIME AND ADDRESS WHERE EXAM WILL BE HELD AT.**

Please make sure your NAME is EXACTLY as it appears on your DRIVER'S LICENSE. You will need to bring a photo ID matching your name and another form of ID (two ID's total).

1. To schedule the exam click the link below
<https://home.pearsonvue.com/tx/insurance>
2. On right side under TDI click "create account"
3. Once created click the "view exams" tab on the dashboard
4. Select "InsTX-Life01 -Life Agent"
5. Select a testing center convenient for your location (may want to switch locations depending on testing availability)
6. Select Date & Time for the exam
7. The exam is \$33 and Primerica will send you a reimbursement check after you pass. (setting up direct deposit is recommended)
8. After you are registered, tell me what date and time you chose

When you pass the exam, you will be given a pass notice from the examiner. We need a picture of the pass notice paper to process your license. Either via email or text (number at top of page)

Step 3 Register for your Fingerprints AFTER passing your exam:

Primerica will pay for your fingerprints, make sure to call the number and get the code that covers the cost. Please see the image below for complete details.

***Once the voucher code is entered online: if you miss your fingerprint appointment you will have to pay out of pocket. ***

<https://uenroll.identogo.com/#/workflows/11G6QF/appointment/bio>

YOU PASSED!

Another Milestone completed! Remember to upload your [Exam Score Report](#) (pass notice) in Primerica App's Document Upload with your Rep ID or send it to your [RLC](mailto:tx.rlc@primerica.com) at tx.rlc@primerica.com.

- NOTE: The [Exam Score Report \(Pass Notice\)](#) MUST be satisfied by [TX RLC](#) to receive a voucher and be able to schedule your IndentoGO Fingerprint appointment.
- To receive your Coupon Number (voucher) call (800) 624 – 5275. Please, keep your Voucher Number to provide at IndentoGO fingerprint appointment for payment.
 - Provide the last 4 numbers of your SSN, Rep ID, and date of exam.
- Schedule fingerprinting at IndentoGo by phone at (888) 467 – 2080 to be taken immediately after your state exam date:
 - Use Referral Code #11G6QF and say “Payment by Coupon at the test center” when asked for payment.
 - IMPORTANT: Take your voucher number with you to the IndentoGO fingerprint appointment for payment and be sure to keep a copy of the fingerprint receipt.

Step 4 Complete the [Life License State Application](#): This will be sent to you VIA a DocuSign link

For your application make sure to complete a full 5 years of employment without missing months. This includes any months you were in school or unemployed.

[No gaps in employment history](#)