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**BULLETIN NO. 2020-19**

TO: Whom it may concern  
FROM: Jim L. Ridling  
Commissioner of Insurance  
DATE: October 1, 2020  
RE: Producer, Adjuster, and Title Insurance Agent Licensing  
Issues in light of the COVID-19 Emergency  
Modification of Bulletins No. 2020-03, 2020-10, 2020-12, 2020-15 & 2020-16  
EFFECTIVE: March 25, 2020

Due to the current COVID-19 emergency status, the Alabama Department of Insurance ("ALDOI") hereby issues the following information and directives regarding issues in the Producer Licensing Division:

**Initial License Applications:** Please expect initial applications for resident license to take approximately two weeks for review.

**Prelicensing Certificate of Completion; Expiration Date Extended:** The Certificate of Completion for any prelicensing course is hereby extended past the stated expiration date on the certificate as follows:

Stated Expiration date in March of 2020	extended 120 days
Stated Expiration date in April or May of 2020	extended 90 days
Stated Expiration date in June of 2020	extended 60 days
Stated Expiration date in July of 2020	extended 30 days

Please note: limitations on repeat examinations are still in effect.

**Prelicensing Certificate of Completion; Notary Requirement Waived:** A Prelicensing Provider whose primary contact is working from home may forego the requirement for their signature to be notarized on a Certificate of Completion issued through December 31, 2020.

**Continuing Education Requirements; Classroom changed to Webinar:** For courses approved as "Classroom," CE Providers will be able to offer those approved courses as live webinars. To do so, the CE provider must first send a list of the courses they will offer as webinars, along with their webinar security information, to the Licensing Division.

**Continuing Education Requirements; Self-study Exam:** For Self-Study CE courses, the Department will waive the examination proctoring requirement through December 31, 2020.

**Contact PLD:** To contact the Producer Licensing Division, it is recommended those with internet access use the Chat line at [www.aldoi.gov](http://www.aldoi.gov) on Mondays through Fridays, from 8:00 AM until 5:00 PM; or email anytime to [producerlicensing@insurance.alabama.gov](mailto:producerlicensing@insurance.alabama.gov).

This bulletin supersedes and replaces Department of Insurance Bulletins No. 2020-03, issued March 25, 2020; No. 2020-10, issued April 29, 2020; No. 2020-12, issued May 22, 2020, No. 2020-15, issued July 29, 2020, and No. 2020-16, issued August 31, 2020.

JLR/JWG/RN/ct