



PSI Services LLC

3210 E Tropicana

Las Vegas, NV 89121

Phone: (855) 579-4644

Fax: (702) 932-2666

E-mail: examschedule@psionline.com

<https://www.psiexams.com/lains>



**LOUISIANA DEPARTMENT OF INSURANCE (LDI)
LICENSING EXAMINATIONS
CANDIDATE INFORMATION BULLETIN**

Understanding License Requirements	1	Security Procedures	8
Examination Payment and Scheduling Procedures.....	2	Taking the Examination by Computer	9
On-line, via the Internet Registration	2	Identification Screen	9
On-line Testing at a PSI test site	4	Tutorial.....	9
On-line Testing Remotely.....	5	Test Question Screen.....	9
Telephone	5	Examination Review.....	9
Rescheduling/Canceling an Examination	5	Score Reporting	10
Re-taking a Failed Examination	5	Remote Online Proctored Exam	10
Missed Appointment or Late Cancellation.....	6	Examination Information	11
Exam Accommodations.....	6	Experimental Items	11
Emergency Examination Center Closing	6	Content Outlines.....	11
Examination Site Location.....	6	Applying for Licensure	12
Reporting to the Examination Site	7	Exam Accommodations Request Form.....	End of Bulletin
Required Identification	7		

Please refer to our website to check for the most updated information at <https://www.psiexams.com/lains>

UNDERSTANDING LICENSE REQUIREMENTS

EXAMINATION REQUIRED PER LICENSE TYPE

Examination Name	License Type	Exam Series	Exam Fee
Life	Producer	101	\$30.00
Health and Accident or Sickness	Producer	102	\$30.00
Life, Health and Accident or Sickness	Producer	103	\$53.00
Property	Producer	104	\$30.00
Casualty	Producer	105	\$30.00
Property and Casualty	Producer	106	\$53.00
Personal Lines (Producer)	Producer	107	\$15.00
Bail Bond	Producer	108	\$15.00
Surety	Producer	109	\$15.00
Industrial Fire	Producer	110	\$15.00
Title	Producer	111	\$15.00
Surplus Lines ^l	Producer	112	\$15.00
Automobile Adjuster	Claims Adjuster	201	\$15.00
Personal Lines (Adjuster)	Claims Adjuster	202	\$15.00
Commercial Lines Adjuster	Claims Adjuster	203	\$15.00
Property and Casualty Adjuster	Claims Adjuster	204	\$15.00
Crop Adjuster	Claims Adjuster	205	\$15.00
Workers Compensation Adjuster	Claims Adjuster	206	\$15.00
Public Adjuster ^{ll}	Public Adjuster	301	\$15.00

^l Must also be currently licensed as a Property and Casualty or Health and Accident or Sickness producer with two years' experience.

^{ll} Must also have a Surety Bond or irrevocable letter of credit in the amount of \$50,000 issued by a qualified financial institution authorized to do business in Louisiana.

All candidates must complete the required hours of prelicensure education. **Your education provider will provide your eligibility electronically to PSI upon successful completion of the course requirements.** All eligibilities are valid for 1 year from the completion date of the course(s).

After your school has submitted your file to PSI, you will receive an email confirmation with instructions on how to pay and schedule for the examination. Note, if PSI does not have your record, please contact your education provider.

License Type	Course Hours
Life	20
Health and Accident	20
Life, Health and Accident	40
Property	20
Casualty	20
Property and Casualty	40
Personal Lines	20
Bail Bond**	8 + Apprentice Program

There are **no** prelicensing requirements for Adjusters, Surety, Industrial Fire, Surplus Lines, with the exception of Public Adjuster. LDI will approve those candidates.

For a list of prelicensing education providers visit the Department's Web site at www.lidi.la.gov.

****Bail Bond Apprentice Program.** No person shall be permitted to sit for an examination as a bail bond producer without having properly pre-registered for and completed a three-month bail bond apprentice program and until the required Bail Bond Apprentice Program Affidavit has been submitted to the Department of Insurance along with the required application for testing and licensure. The Bail Bond Affidavit can be found on the Department's Web.

WAIVER OF PRELICENSING EDUCATION FOR PRODUCERS

Individuals holding certain industry designations or a bachelors degree with major work in insurance may be exempt from prelicense education.

Individuals who have moved to Louisiana and were licensed in their prior home state may also qualify for exemptions from prelicense education and examination.

Please check LDI's website for more information at www.lidi.la.gov.

FINGERPRINTING REQUIREMENT

ALL applicants for Louisiana resident insurance producer and adjuster licenses must provide a set of fingerprints to the Louisiana Department of Insurance for the purpose of conducting a state and national fingerprint-based criminal history record.

You **must** be electronically fingerprinted at one of PSI Louisiana sites, during regular testing hours, on the day of your examination. The prints will be forwarded electronically to the appropriate review agencies. You will pay the fingerprinting fee at the test site on the day of testing. The State processing fee of \$39.25, is payable to "PSI" by money order, cashier's check, company check, VISA or MasterCard. Please note: this process may take up to 4 weeks. Ink cards will not be accepted by the Division.

Fingerprinting Process for license types that require an examination (Life Producer, Health and Accident Producer, Life, Health and Accident Producer, Property Producer, Casualty Producer, Property and Casualty Producer, Bail Bond Producer, Surety Producer, Industrial Fire Producer, Personal Lines Producer, Surplus Lines Broker, Title Producer, Public Adjuster, Automobile Claims Adjuster, Property and Casualty Claims Adjuster, Personal Lines Claims Adjuster, Commercial Lines Claims Adjuster, Crop Adjuster).

Fingerprinting Process for license types that do not require an examination (Variable Life & Variable Annuity, Limited Life, Health & Accident, Credit, Travel, Navigators). Walk-in hours are posted on PSI's website at <https://www.psiexams.com/lain>.

Fingerprinting is not required for licensed resident producers and adjusters who are adding a line of authority to an existing license.



EXAMINATION PAYMENT AND SCHEDULING PROCEDURES

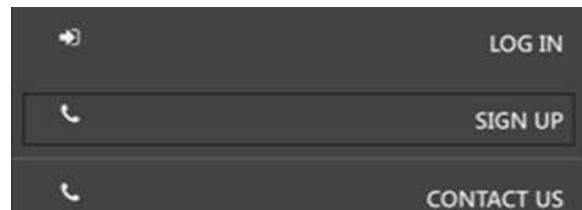
Once your educator has electronically submitted your information to PSI, it is your responsibility to contact PSI to pay and schedule for an examination. All eligibilities are valid for 1 year from the completion date of the course(s). There is no limit to the number of times you may take an examination if you fail during that one-year period. Examination fees are **not** refundable or transferable.

For the **fastest and most convenient** examination scheduling process, register for your examinations online by accessing PSI's registration Website: [Click Here](https://www.psiexams.com/lains) (<https://www.psiexams.com/lains>).

1. Select "SIGN UP" to create an account.



2. On a mobile phone, you need to select the icon on the top left corner. Then select "SIGN UP" to create an account.



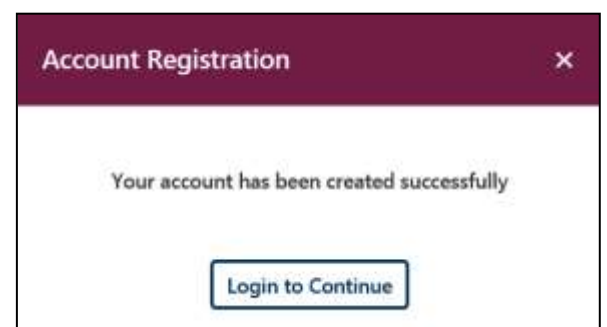
3. You will be prompted to create an account with PSI

Personal Details		
Candidate Id (Please enter your Social Security Number without dashes - SSN.) *		
Enter First 3 Digits	-	Enter Next 2 Digits
	-	Enter Last 4 Digits
First Name *		Last Name *
Enter First Name		Enter Last Name

IMPORTANT

You must enter your First and Last name exactly as it is displayed on your government issued ID.

4. After you submit the form, you will get a message that your account was created successfully. Click on "Login to Continue".



Note: The username is the email address you entered when creating an account.



5. Select the Examination.

Ready for Payment

LA Casualty Series – Ready to Pay

Pay For Exam

View Details

6. You will enter your personal information.

Primary Contact Address

Street Address1 (required)

Address2

City (required)

7. You will enter payment.

Payment

Credit Card

** Please provide credit card holder name, street details in English. Please enter a valid Visa, MasterCard, American Express, Discover or JCB card number. Diner 's Club card is currently not accepted.

Credit Card Number *

Expiration Date * CVV *

Card Holder Name *

Billing Street Address *

Postal Code *

I acknowledge that I have read and understood all information and agreements attached, and agree to abide by and be bound by these Terms & Conditions

Payment Summary

Total Amount Due	USD
Balance Amount	USD

8. You will now select if you want to test at a PSI test site or Remotely proctored online from a computer at a remote location.

Please select a delivery mode for scheduling

Delivery mode

Test Center

Remote Online Proctored Exam

Cancel Continue



DELIVERY MODE TEST CENTER

Enter the “City or Postal Code” and select “Preferred Month” to take the Exam. Then select “Search Exam Center”.

Click on the preferred test site.

METAIRIE (NEW ORLEANS)

METAIRIE (NEW ORLEANS)
2750 Lake Villa Dr. Suite #202 Metairie LA US 70002

SHREVEPORT (910 PIERREMONT)

SHREVEPORT (910 PIERREMONT)
910 Pierremont Rd Suite 216 Shreveport LA US 71106

Then click on the date and time to make an appointment to take the Exam.

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

You are now scheduled and will receive an email confirmation.

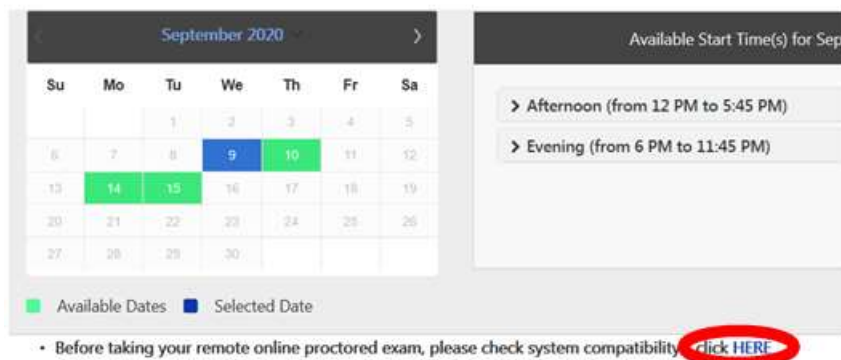
DELIVERY MODE REMOTE ONLINE PROCTORED EXAM

Select Country and Time zone.



The screenshot shows a registration form titled "Proctored Exam". It features two dropdown menus: "Country" with "United States of America" selected, and "Timezone" with "America/Detroit" selected.

Select the date and time you will be taking the exam. **DO NOT HIT CONTINUE. YOU MUST FIRST CHECK THE COMPATIBILITY OF YOUR COMPUTER** to include Audio/Video Check, Webcam Check and System Check. You must use Google Chrome Browser. Please note that if your computer performs any system update (i.e. software, server, firewall, webcam, etc.) from the time you schedule your exam to when you attempt to launch your exam, you may experience issues with your compatibility. It is best to conduct another compatibility check on the machine that you will be taking your exam at least 24 hours prior to your scheduled exam. You may also check your compatibility before or after registering for your exam by [clicking here](#).



The screenshot displays a calendar for September 2020. The 9th and 10th are highlighted in blue as "Selected Date". The 14th and 15th are highlighted in green as "Available Dates". To the right, a list of "Available Start Time(s) for Sep" includes "Afternoon (from 12 PM to 5:45 PM)" and "Evening (from 6 PM to 11:45 PM)". A red circle highlights a "click HERE" link at the bottom of the interface.

If you have any questions regarding your compatibility check, or if you experience issues launching your exam, you may contact our remote proctoring technical support team at (844) 267-1017. You may also initiate a chat after you close the Secure Browser Software by [clicking here](#).

TELEPHONE REGISTRATION

Call (855) 579-4644, PSI registrars are available to receive payment and to schedule your appointment for the examination. Please call Monday through Friday between 6:30 am and 9:00 pm, and Saturday-Sunday between 8:00 am and 4:30 pm, Central Time.

To register by phone, you need a valid credit card (VISA, MasterCard, American Express or Discover.)

RESCHEDULING/CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 2 days before the scheduled examination date*. For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. You may reschedule online at <https://www.psiexams.com/lains> or call PSI at (855) 579-4644.

Note: A voicemail or email message is not an acceptable form of cancellation. Please use the PSI Website or call PSI and speak directly to a Customer Service Representative.

RETAKE A FAILED EXAMINATION

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 retake as soon as Friday, depending upon space availability. You may schedule online at <https://www.psiexams.com/lains> or call PSI at (855) 579-4644.

MISSED APPOINTMENT OR LATE CANCELLATION

If you miss your appointment, you will not be able to take the examination as scheduled, further you will forfeit your examination fee, if you:

- Do not cancel your appointment 2 days before the scheduled examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

EXAM ACCOMMODATIONS

All PSI examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and exam accommodations will be made in meeting a candidate's needs. A candidate with a disability or a candidate who would otherwise have difficulty taking the examination must follow the instructions on the Exam Accommodations Request Form at the end of this Candidate Information Bulletin.

EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (855) 579-4644. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You will not be penalized. You will be rescheduled at no additional charge.

EXAMINATION SITE LOCATIONS

The following directions are generated from the most current mapping services available. However, new road construction and highway modifications may result in some discrepancies. If you are not familiar with the specific area of the testing site, please consult a reliable map prior to your test date.

Baton Rouge

10099 N. Reiger Rd
Baton Rouge, LA 70809

*From I-10 East: Take EXIT 163 toward LA-3246/Siegen Lane. Turn slight left to take the LA-3246 N/Siegen Lane ramp. Take the 1st left onto Siegen Lane/LA-3246 N. Turn left onto N. Reiger Road.
10099 N. Reiger Road is on the right.*

Baton Rouge

Kocch Testing Centers of America
6160 Perkins Rd, Suite 133
Baton Rouge, LA 70808

Take Interstate 10 W Access Rd to Picardy Ave in Baton Rouge. Turn right onto Picardy Ave. Drive to Perkins Rd in 12.

Lafayette

Acadian Aviation Testing Center
123 Grissom Road
Lafayette, LA 70508

From the I-10, take exit 103A Morgan City. Turn left on Surrey, then right on Grissom. At the end of the road, turn right into parking lot of Landmark Aviation.

From LA 90: Turn right on Surrey, then right on Grissom. At the end of road, turn right into parking lot of Landmark Aviation.

Entrance to Acadian Aviation Testing Center is on right side of building next to the steps and ramp.

Lake Charles

Sulphur - Safety Council of Southwest Louisiana-Sulphur Training Center
3621 E. Napoleon St
Sulphur, LA 70663

From US-10 exit to LA-90 Napoleon St. The Testing Center is Located inside of the Safety Council of Southwest Louisiana. The building is next to the Shell station on the corner of N. Cities Service Hwy and E. Napoleon St.



Metairie

2750 Lake Villa Drive
NY II Bldg, Suite 202
Metairie, LA 70002

From the East, follow I-10 W to N Interstate 10 Service Rd W in Metairie. Take exit 226 from I-10 W. Merge onto I-10 W. Use the right lane to take exit 226 for Clearview Pkwy N. Follow N Interstate 10 Service Rd W to Lake Villa Dr. Merge onto N Interstate 10 Service Rd W. Turn left onto Lake Villa Dr. Destination will be on the left.

Monroe

Pentecost Properties
Univ of Louisiana-401 Bayou DR-Stubbs Hall-RM 206
Monroe, LA 71209

From I-20 East/West: Take 165 N to Desiard St/US-80E. Follow signs for Univ of LA/Monroe. Turn Right on Desiard St at light. Turn left on Bayou Dr at light. Turn left into parking area. 1st Building - Stubbs Hall.

From 165 N: Keep right at fork to go on Sterlington Rd/LA-3275 just after Main post office. Turn left on Desiard St/US-80 East. Turn left on Bayou Dr at light. Turn left into parking area. 1st building. Stubbs hall.

Pineville (Alexandria)

Flightline Air Service
200 Lake Buhlow Rd
Pineville, LA 71360

*Going South on US-71 S/Shreveport Hwy toward Stafford St.
Turn right onto Airport Rd. The destination will be on the left*

Shreveport

910 Pierremont Rd, Suite 216
Shreveport, LA 71106

From I-49 S: Use the right 2 lanes to take exit 203 for Pierremont road/Hollywood Ave. Use the left 2 lanes to turn left onto Pierremont Rd. Continue straight to stay on Pierremont Rd. Turn left onto Fairfield Ave. Turn right at the first cross street onto Southfield Rd. This will take you into the parking lot of the Pierremont Office Park. 910 Pierremont is the building on the left.

Additionally, PSI has examination centers in many other regions across the United States. You may take this examination at any of these locations by calling PSI at (855) 579-4644. **You must be fingerprinted at a LA PSI test site.**

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive 30 minutes before your appointment. This extra time is for sign-in, identification, and familiarizing you with the examination process. *If you arrive late, you may not be admitted to the examination site and you will forfeit your examination registration fee.*

All examination sites will provide ear plugs upon request.

REQUIRED IDENTIFICATION

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 one (1) form 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.

PRIMARY IDENTIFICATION (with photo) - Choose one or two from this list:

- State issued driver's license
- The LA Wallet Digital Driver's License is an acceptable form of identification
- State issued identification card
- US Government Issued Passport
- US Government Issued Military Identification Card
- US Government Issued Alien Registration Card
- Canadian Government Issued ID

NOTE: ID must contain candidate's photo, be valid and unexpired.



SECURITY PROCEDURES

The following examination protocols apply during any examination. PSI may pause or terminate an examination at any time. Failure to follow the examination protocol, may result in the disqualification of examination results, prohibition from taking future examinations, and may lead to legal action.

You will be given a piece of scratch paper and a pencil. You will return the scratch paper and pencil during check-out.

Prohibited Items:

- Reference materials of any kind.
- Electronic devices of any type, including but not limited to; cellular phones, cameras, computers of any type (e.g., laptops, tablets, iPads), earbuds, electronic games, electronic watches, handheld calculators, headsets, mobile devices, music players (e.g., iPods), pagers, radios, recording devices (audio or video), smart watches, televisions, etc.).
- Hats or headgear not worn for religious reasons or as religious apparel, including hats, baseball caps, or visors.
- Bulky or loose clothing or coats including but not limited to; open sweaters, cardigans, shawls, scarves, vests, jackets and coats.
 - In the event you are asked to remove bulky or loose outerwear, appropriate attire, such as a shirt or blouse should be worn underneath.
- Other personal items, including but not limited to; backpacks, briefcases, chewing gum, drinks, food, good luck items, notebooks, paper or other materials on which to write, pens, pencils or other writing devices, purses, reading material, smoking or chewing products, wallets, etc.

Prohibited Behavior:

- Giving or receiving assistance on an examination.
- Copying or communicating examination content.
- Using outside references or resources during an exam, examples:
 - Browsing other local resources.
 - Browsing the internet.
 - Attempting to use a computer or computer program not provided or approved by PSI.
 - Attempting to use a telephone or mobile device.
 - Using notepad on the computer.
 - Using an application on the computer not provided by PSI.
- Engaging in disruptive behavior during check-in or during an exam, examples:
 - Acting in an inappropriate manner.
 - Using abusive language.
 - Speaking aloud.
 - Causing noise unrelated to keyboard typing.
- Engaging in prohibited behavior during check-in or during an exam, examples:
 - Reading questions out loud.
 - Leaving the room without proctor approval.
 - Using instant messaging, or other electronic communication.
 - Capturing a picture or video of exam items.
 - Attempting to use telephone or mobile device.
 - Obstructing the proctor's view (camera or in person).
 - Having inappropriate materials on desktop (explicit).
 - Changing spaces during the exam without proctor approval.
 - Not focusing eyes on the screen.

During the check in process, all candidates will be asked if they possess any prohibited items. Candidates may also be asked to empty their pockets and turn them out for the proctor to ensure they are empty. The proctor may also ask candidates to lift up the ends of their sleeves and the bottoms of their pant legs to ensure that notes or recording devices are not being hidden there.

Proctors will also carefully inspect eyeglass frames, tie tacks, or any other apparel that could be used to harbor a recording device. Proctors will ask to inspect any such items in candidates' pockets.

No prohibited items are allowed within the candidate's reach or line of sight. If prohibited items are found during check-in, candidates shall put them in the provided secure storage or return these items to their vehicle for test center exams. PSI will not be responsible for the security of any personal belongings or prohibited items.

- Any candidate seen giving or receiving assistance on an examination, found with prohibited items, or displaying prohibited behavior or violating any security regulations will have his or her examination terminated, and be asked to surrender all examination materials. All such instances will be reported to the examination sponsor.

Additional protocols for testing at a testing center, include but not limited to:

- Person(s) accompanying an examination candidate may not wait in the examination center, inside the building or on the building's property. This applies to guests of any nature, including drivers, children, friends, family, colleagues, or instructors.



- Once candidates have been seated and the examination begins, they may leave the examination room only to use the restroom, and only after obtaining permission from the proctor. Candidates will not receive extra time to complete the examination.

Additional protocols for remote online proctored exams, include but not limited to:

- Temporarily moving out of the camera's line of sight.
- Candidates are not allowed to have scratch paper.
- Adequate lighting for the proctor to see candidate's activity.
- Internet service must be sufficient to administer the exam, see page 12 for requirements.
- Web camera must be placed for ideal viewing by the proctor.
- Candidate may not change computers during the exam.
- Candidate may not change spaces during the exam.
- Candidate must follow proctor instructions, which may include, but are not limited to:
 - Keeping hands on the desktop.
 - Keeping eyes on the computer screen.
 - Not fidgeting during the exam.
 - Keeping hands away from face.
- Please do your best to avoid covering your mouth for the whole duration of exam. Be aware that talking/whispering/mouthing is not allowed during exam.
- Breaks are NOT allowed during remote online proctored examinations. If you believe you cannot complete your examination without a break, please do not register for remote online proctored examinations.

TAKING THE EXAMINATION BY COMPUTER

The examination will be administered via computer. You will be using a mouse and computer keyboard.

IDENTIFICATION SCREEN

You will be directed to a semiprivate testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

TUTORIAL

Before you start your examination, an introductory tutorial is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice answering questions and reviewing your answers.

TEST QUESTION SCREEN

The "function bar" at the top of the test question provides mouse-click access to the features available while taking the examination.



One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

IMPORTANT: After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out.

EXAMINATION REVIEW

PSI, in cooperation with the Department, will be continually evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. While taking the examination, examinees will have the opportunity to provide comments on any questions. Comments may be entered by clicking the Comments link on the function bar of the test question screen.

Comments will be analyzed by PSI examination development staff. While PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. If a discrepancy is found during the comment review, PSI and the Department may re-evaluate candidates' results and adjust them accordingly. **This is the only review of the examination available to you.**



SCORE REPORTING

Your score will be displayed on screen at the end of the examination and a score report will be emailed to you. If you fail, the emailed score report will include the diagnostic report indicating your strengths and weaknesses by examination type.

Candidates taking a remotely proctored exam: Please note that you must select to **end** both the exam portion and survey portion of your test in order to receive your on-screen results and emailed score report. If you do not receive your emailed score report, you may reach out to scorereport@psionline.com.

You may request a duplicate score report after your examination by emailing scorereport@psionline.com. Include your name, candidate ID number and confirmation number. Your candidate ID number and confirmation number is on your exam confirmation email. Please allow up to 72 hours to receive your duplicate score report.

REMOTE ONLINE PROCTORED EXAMINATION

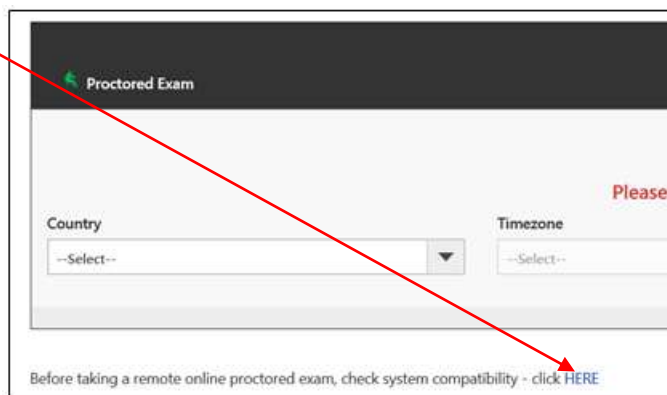
Proctors for online testing will communicate with candidates on-screen during the test and pause the exam whenever unauthorized persons or activity appear on video monitors or in audio recordings. The proctor will pause the exam whenever a candidate leaves the testing station, or an interruption occurs. The proctor may end the test if an interruption is not corrected appropriately. Immediate on-screen results will be displayed on your screen once you complete your exam AND the survey following the exam. Paper score reports will not be available upon completion of the exam for this remotely proctored location.

Before your exam begins, please be aware of the following testing rules:

- ✓ Please be reminded that earbuds, earphones, hats, caps, hood, shades or anything that can be placed on the head or face is NOT allowed.
- ✓ Food, Drinks, or Breaks are not allowed. All personal items must be removed from the work area.
- ✓ Candidates are not allowed to have a piece of scratch paper and a pencil.
- ✓ You are not allowed to leave the station during the exam.
- ✓ Please do your best to avoid covering your mouth for the whole duration of exam. Be aware that talking/whispering/mouthing is not allowed during exam.
- ✓ You must keep both of your hands on or above the desktop during the exam.
- ✓ Also note that under no circumstances are you allowed to take a screenshot or photo of the exam or the exam results at any time during or after the session.

Violating any of these rules will result in a warning and may result in exam termination and loss of exam fee.

BE SURE TO CHECK THE COMPATIBILITY OF YOUR COMPUTER to include Audio/Video Check, Webcam Check and System Check. Prior to scheduling, [click here](#). You must use Google Chrome Browser.



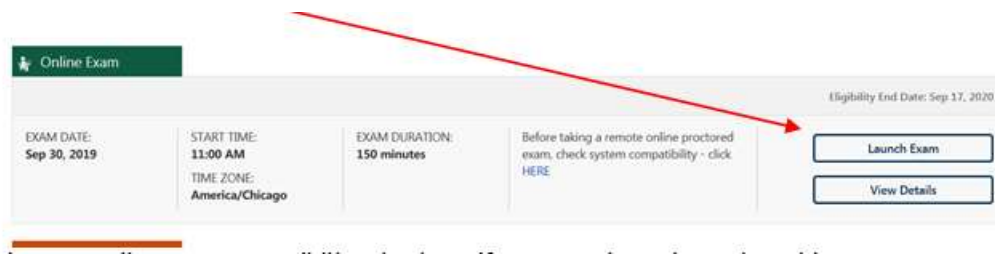
The screenshot shows a web form titled "Proctored Exam". It has two dropdown menus: "Country" and "Timezone", both with "--Select--" as the current selection. To the right of the "Timezone" dropdown, there is a red text label "Please 5". At the bottom of the form, there is a text link: "Before taking a remote online proctored exam, check system compatibility - click [HERE](#)". A red arrow originates from the text "click here" in the paragraph above and points directly to the "HERE" link in the screenshot.

Please note that if your computer performs any system update (i.e. software, server, firewall, webcam, etc.) from the time you schedule your exam to when you attempt to launch your exam, you may experience issues with your compatibility. It is best to conduct another compatibility check on the machine that you will be taking your exam at least 24 hours prior to your scheduled exam. You may also check your compatibility before or after registering for your exam by [clicking here](#).

REQUIREMENTS	STATUS	YOUR SYSTEM
Webcam	✓	Integrated Camera (04f2:85ab)
Microphone	✓	Default - Microphone Array (Realtek High Definition Audio)
PSI Communication Protocol	✓	Connected
Testing System Access	✓	Allowed
PSI System Storage	✓	Allowed
PSI Video Streaming	✓	Allowed

System Check		
REQUIREMENTS	STATUS	YOUR SYSTEM
Browser and Version - Chrome 58.0 and above.	✓	Chrome 75.0
Platform - Windows 7, Windows 8, Windows 8.1, Windows 10 or later and Mac OS X 10.10 or later	✓	Windows 10
Javascript - Enabled.	✓	Enabled
Cookies - Enabled.	✓	Enabled
Upload and Download Minimum Bandwidth - At least 250 kbps.	✓	1448262

You can launch the examination up to 30 minutes before the scheduled start time.



If you have any questions regarding your compatibility check, or if you experience issues launching your exam, you may contact our remote proctoring technical support at (844) 267-1017. You may also initiate a chat after you close the Secure Browser Software by [clicking here](#).

You can take a practice exam online at <https://www.psiexams.com/lains> to prepare for your Louisiana Insurance Examination.

Please note that practice exams are intended only to help testing candidates become familiar with the general types of questions that will appear on a licensing examination, and do not contain actual questions that are asked on the exam. Practice exams ARE NOT a substitute for proper education and study. Scoring well on the practice exam does not guarantee that you will pass an actual licensing examination.

Note: You may take the practice exams an unlimited number of times; however, you will need to pay each time.

EXAMINATION INFORMATION

EXPERIMENTAL QUESTIONS

In addition to the number of examination items specified in the "Examination Content Outlines", a small number (5 to 10) of "experimental" questions may be administered to candidates during the examinations. These questions will not be scored. However, these questions will count against examination time. The administration of such unscored, experimental questions is an essential step in developing future licensing examinations.

EXAMINATION CONTENT OUTLINES

Individual examination content outlines are available from PSI for each examination. Content outlines indicate the examination time limit, minimum score required to pass, subject area and the number of items in each area. To view the content outline for your specific examination, please click on an appropriate link below.

[LIFE - SERIES 101](#)

[HEALTH AND ACCIDENT OR SICKNESS - SERIES 102](#)

[LIFE, HEALTH AND ACCIDENT OR SICKNESS - SERIES 103](#)

[PROPERTY - SERIES 104](#)

[CASUALTY - SERIES 105](#)



PROPERTY AND CASUALTY - SERIES 106
PERSONAL LINES PRODUCER - SERIES 107
BAIL BOND - SERIES 108
SURETY - SERIES 109
INDUSTRIAL FIRE - SERIES 110
TITLE - SERIES 111
SURPLUS LINES - SERIES 112
AUTOMOBILE ADJUSTER - SERIES 201
PERSONAL LINES ADJUSTER - SERIES 202
COMMERCIAL LINES ADJUSTER - SERIES 203
PROPERTY AND CASUALTY ADJUSTER - SERIES 204
CROP ADJUSTER - SERIES 205
WORKERS COMPENSATION ADJUSTER - SERIES 206
PUBLIC ADJUSTER - SERIES 301

APPLYING FOR LICENSURE

A license application must be filed through the National Insurance Producer Registry (NIPR) at www.nipr.com. For licensing information, please contact:

Louisiana Department of Insurance
1702 N. Third Street
P.O. Box 94214
Baton Rouge, LA 70802
Phone: (225) 342-0860
Fax: (225) 342-3754
E-mail: producerlicensing@ldi.la.gov
www.ldi.la.gov





All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990.

Applicants with disabilities or those who would otherwise have difficulty taking the examination should request for alternative arrangements by [Clicking Here](#).

Requirements for exam accommodation requests:

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:

- 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

MAKE SURE YOU ARE REGISTERED FOR THE EXAMINATION BEFORE REQUESTING EXAMINATION ACCOMMODATIONS

PSI Services LLC
3210 E Tropicana
Las Vegas, NV 89121