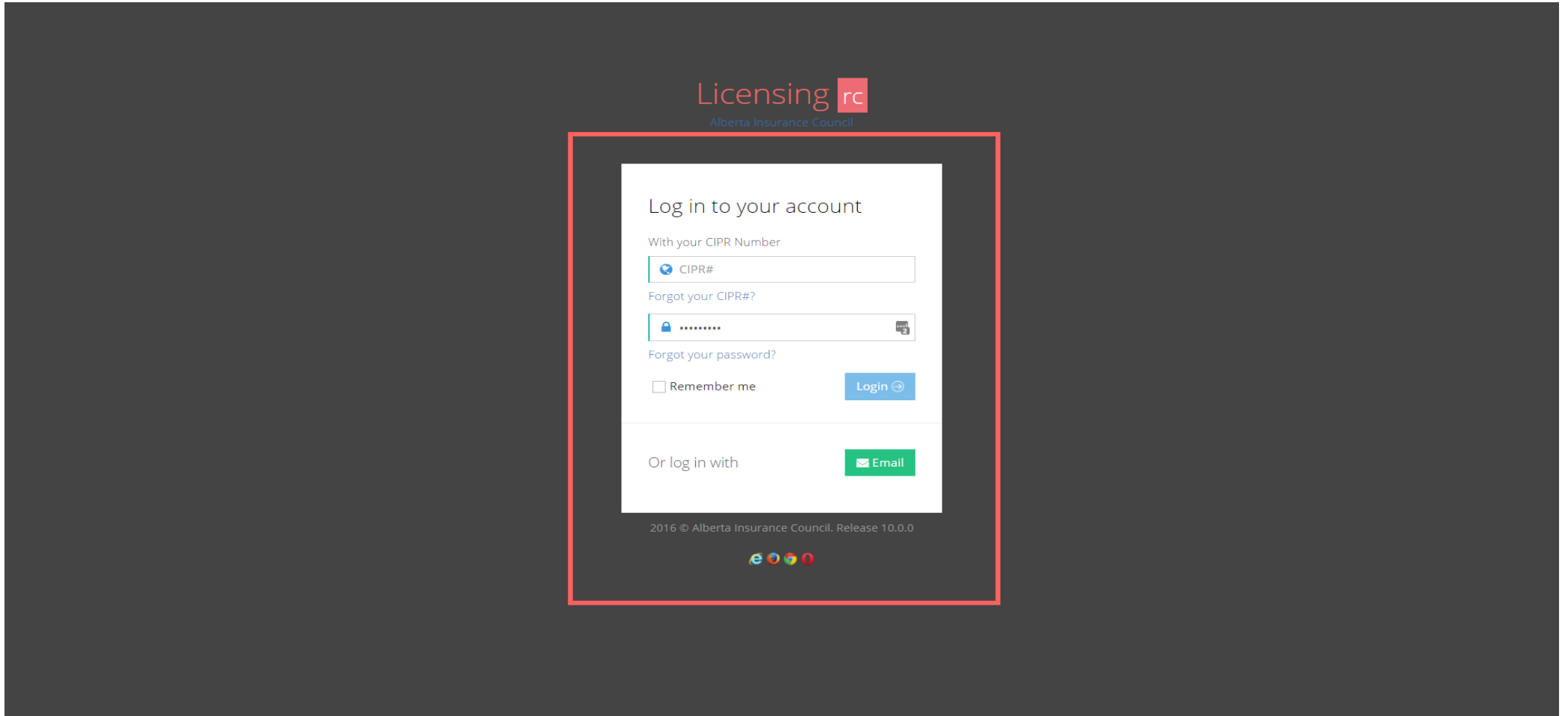




Open <https://licensing.abcouncil.ab.ca/#/login/with/cipr> in your favorite browser



Licensing rc
Alberta Insurance Council

Log in to your account

With your CIPR Number

CIPR#

[Forgot your CIPR#?](#)

.....

[Forgot your password?](#)

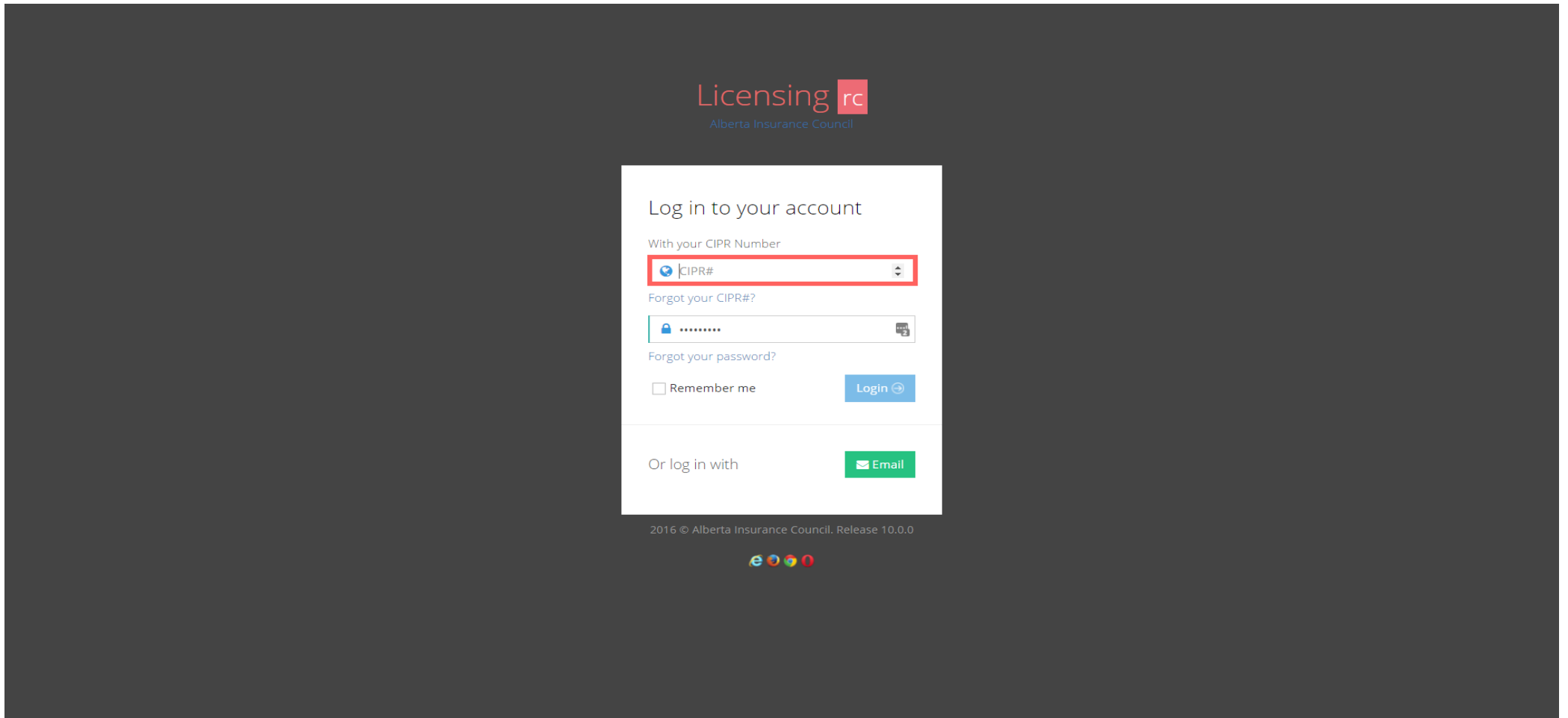
Remember me [Login](#)

Or log in with [Email](#)

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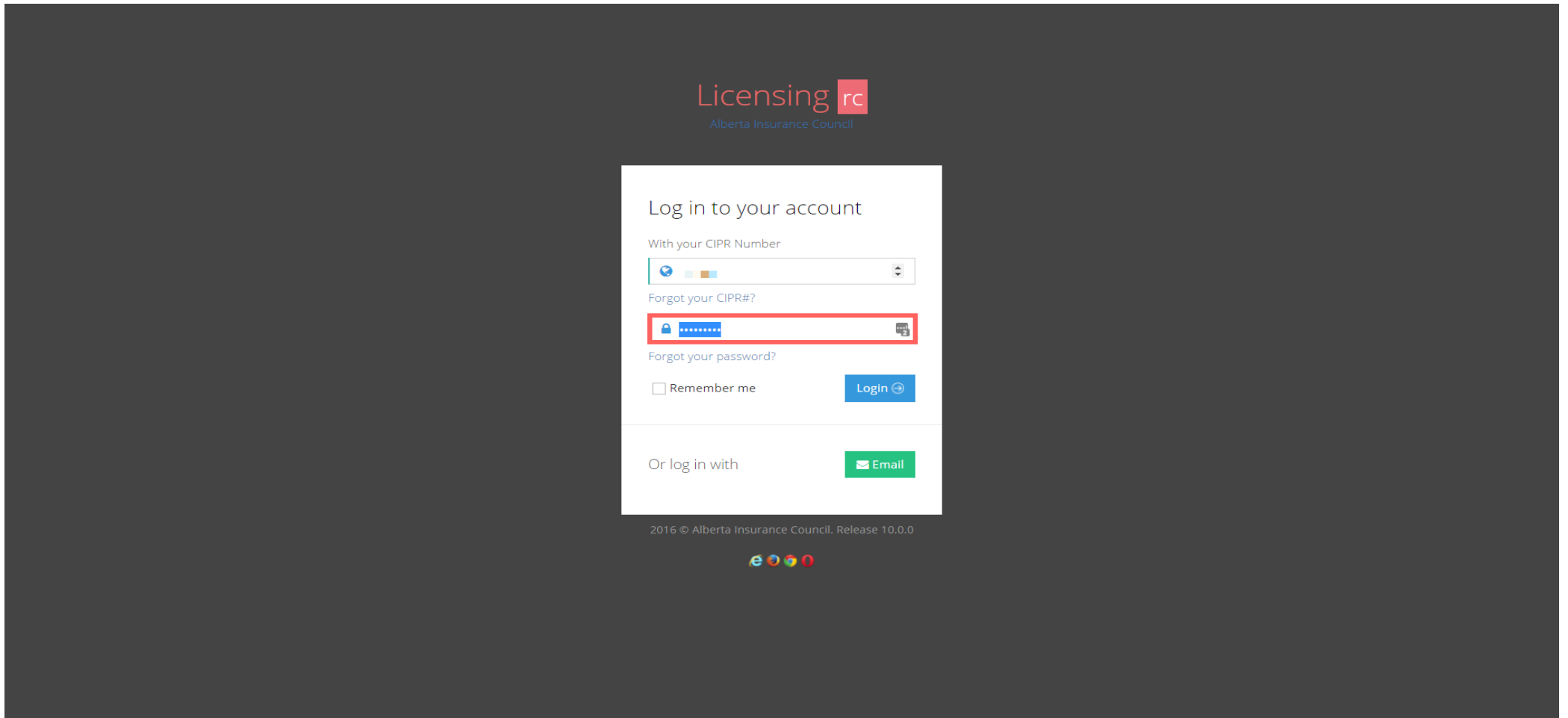
Enter your CIPR #



The screenshot shows the 'Licensing rc' login page for the Alberta Insurance Council. The page title is 'Log in to your account'. Below the title, there is a section for logging in with a CIPR Number. A red box highlights the 'CIPR#' input field. Below this field are links for 'Forgot your CIPR#?' and a password input field with a 'Forgot your password?' link. There is a 'Remember me' checkbox and a blue 'Login' button. Below this section, there is an 'Or log in with' section with a green 'Email' button. At the bottom of the page, there is a copyright notice: '2016 © Alberta Insurance Council. Release 10.0.0' and a small icon of a globe.



Enter your password, click Login



Licensing rc
Alberta Insurance Council

Log in to your account

With your CIPR Number


Forgot your CIPR#?

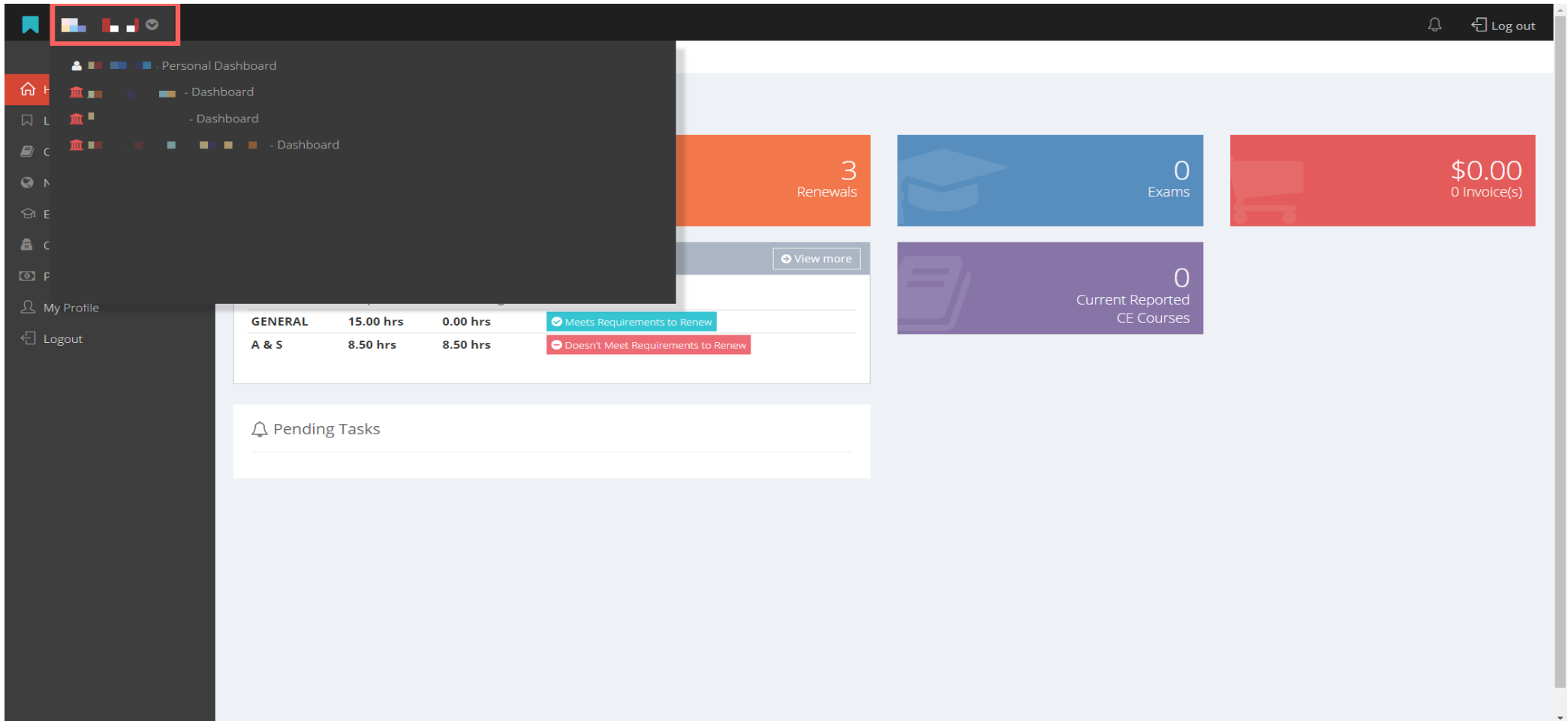
Forgot your password?

Remember me

Or log in with

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 Place your mouse over your name on the top left-hand side to see drop down



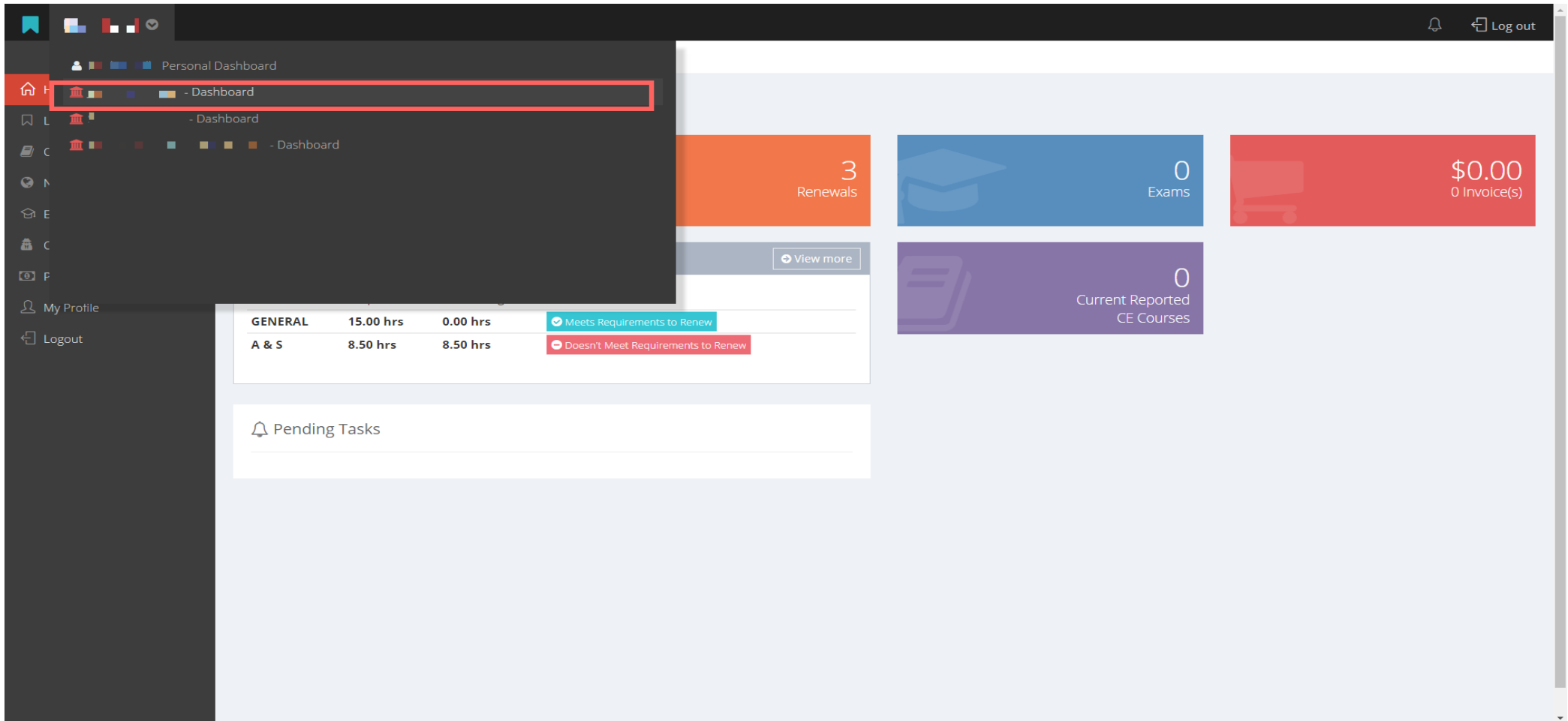
The screenshot shows a user dashboard with a dark sidebar on the left. The sidebar contains a user profile icon at the top, which is highlighted with a red box. A dropdown menu is open over this icon, listing several dashboard options. The main content area features several summary cards: '3 Renewals' (orange), '0 Exams' (blue), '\$0.00 0 Invoice(s)' (red), and '0 Current Reported CE Courses' (purple). Below these cards is a table with two rows of data and a 'Pending Tasks' section.

GENERAL	15.00 hrs	0.00 hrs	Meets Requirements to Renew
A & S	8.50 hrs	8.50 hrs	Doesn't Meet Requirements to Renew

Pending Tasks



Click on your agency name in the drop down menu



The screenshot shows a user interface for the Alberta Insurance Council. A dark sidebar on the left contains a navigation menu with icons for Home, License, Renewal, Exam, CE, Profile, and Logout. A dropdown menu is open from the Home icon, listing several agency names, with the top item highlighted by a red box. The main dashboard area features a table of license requirements, a 'Pending Tasks' section, and several summary cards for Renewals, Exams, Invoices, and CE Courses.

License Type	Required Hours	Current Hours	Status
GENERAL	15.00 hrs	0.00 hrs	Meets Requirements to Renew
A & S	8.50 hrs	8.50 hrs	Doesn't Meet Requirements to Renew

3 Renewals

0 Exams

\$0.00
0 Invoice(s)

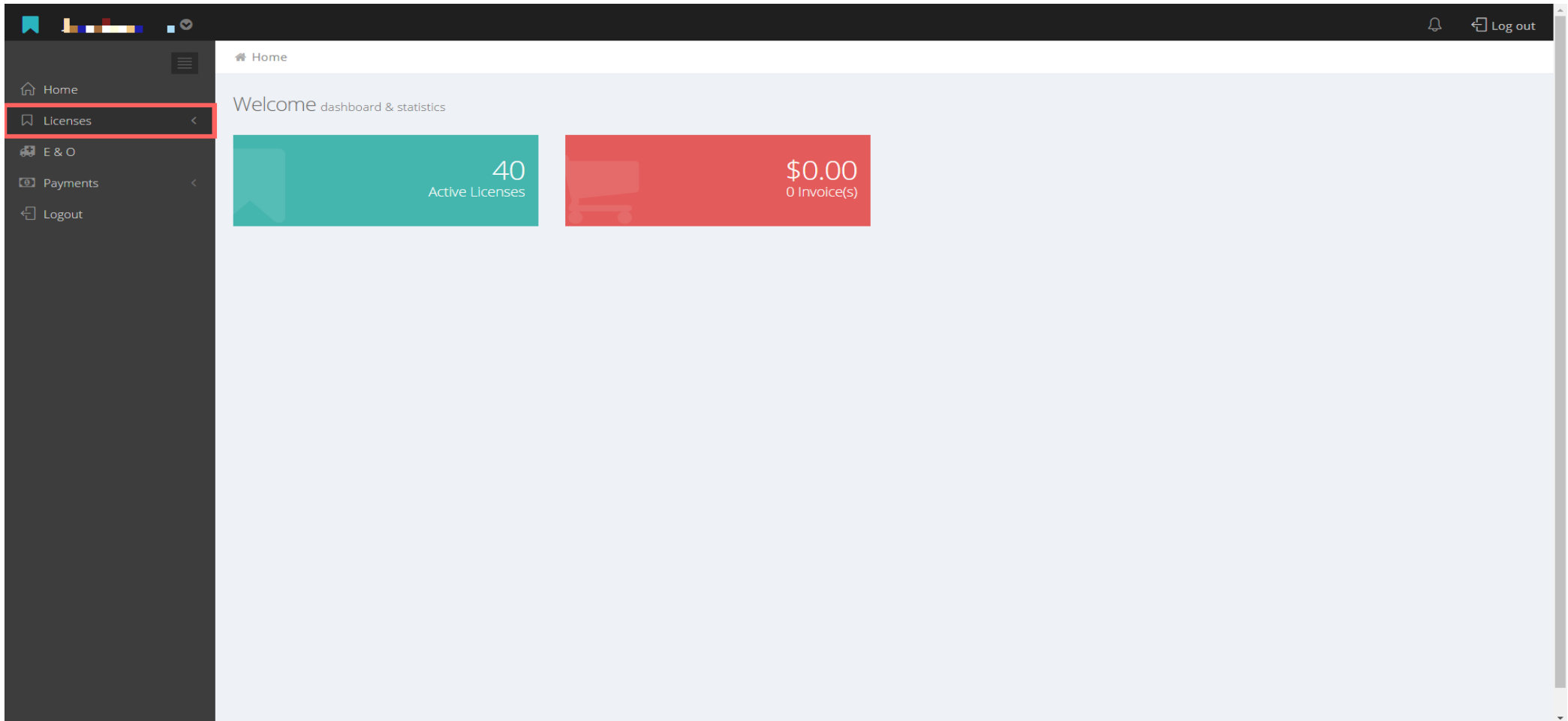
0
Current Reported CE Courses

[View more](#)

Pending Tasks



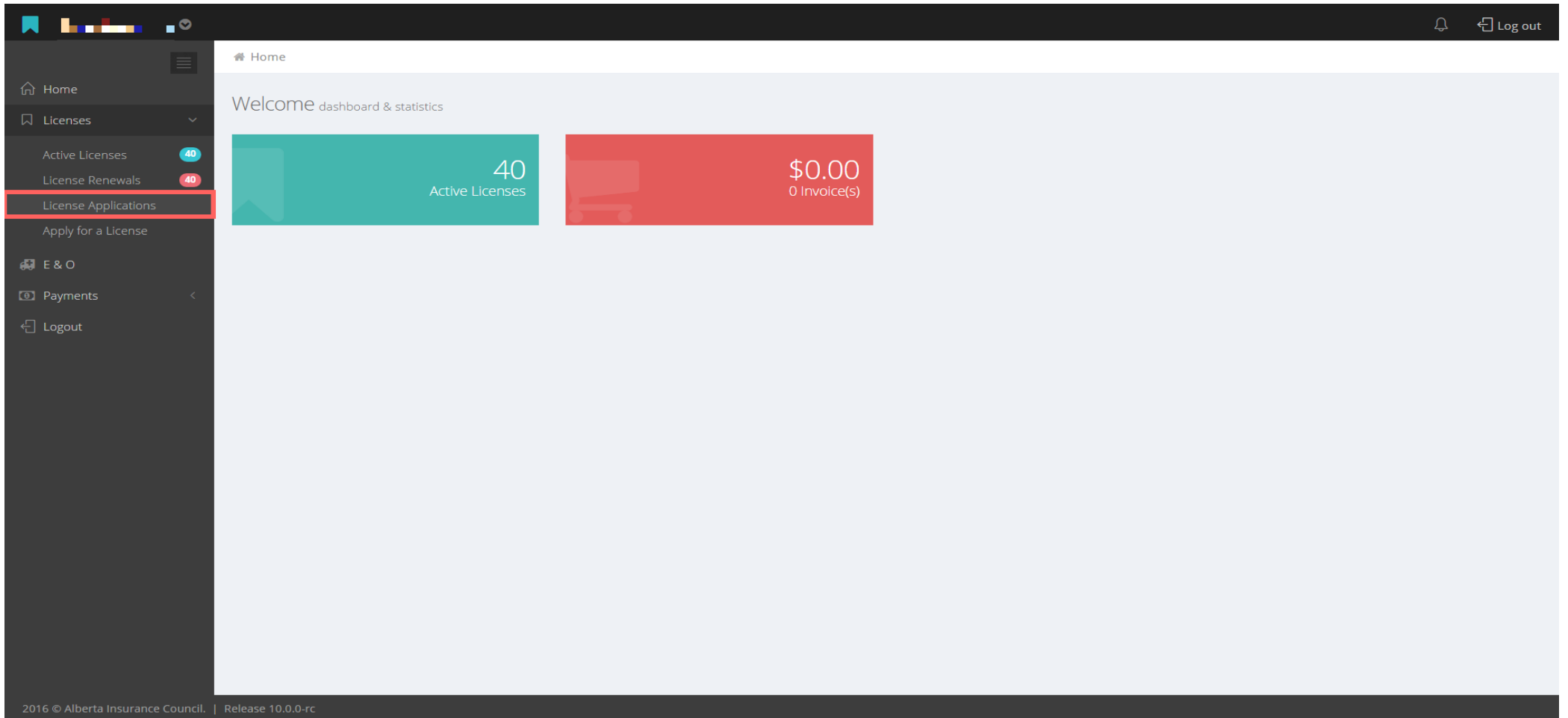
Click Licenses



The screenshot shows a web dashboard interface. On the left is a dark sidebar with navigation options: Home, Licenses (highlighted with a red box), E & O, Payments, and Logout. The main content area has a light blue background and displays a 'Welcome dashboard & statistics' header. Below the header are two summary cards: a teal card showing '40 Active Licenses' and a red card showing '\$0.00 0 Invoice(s)'. The top right of the dashboard includes a notification bell icon and a 'Log out' link.



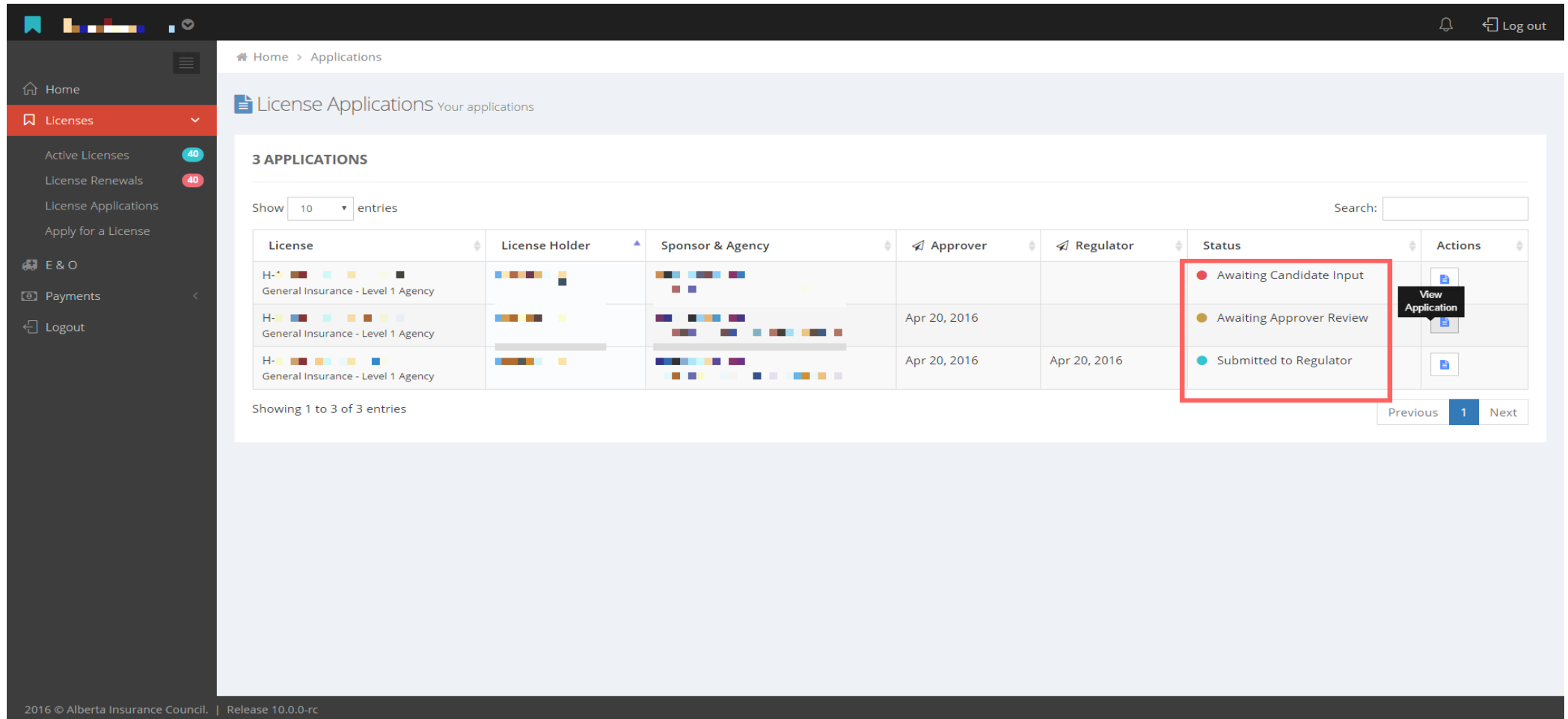
Click on License Applications



The screenshot shows a web application dashboard for the Alberta Insurance Council. The top navigation bar is dark with a home icon, a notification bell, and a 'Log out' button. The left sidebar is dark and contains a menu with the following items: Home, Licenses (with a dropdown arrow), Active Licenses (40), License Renewals (40), License Applications (highlighted with a red box), Apply for a License, E & O, Payments (with a dropdown arrow), and Logout. The main content area is light gray and displays a 'Welcome dashboard & statistics' header. Below the header are two large rectangular cards: a teal card showing '40 Active Licenses' and a red card showing '\$0.00 0 Invoice(s)'. At the bottom of the page, a footer contains the text '2016 © Alberta Insurance Council. | Release 10.0.0-rc'.



On-line applications have three status types: Awaiting Candidate Input; Awaiting Approver Review; Submitted to Regulator.

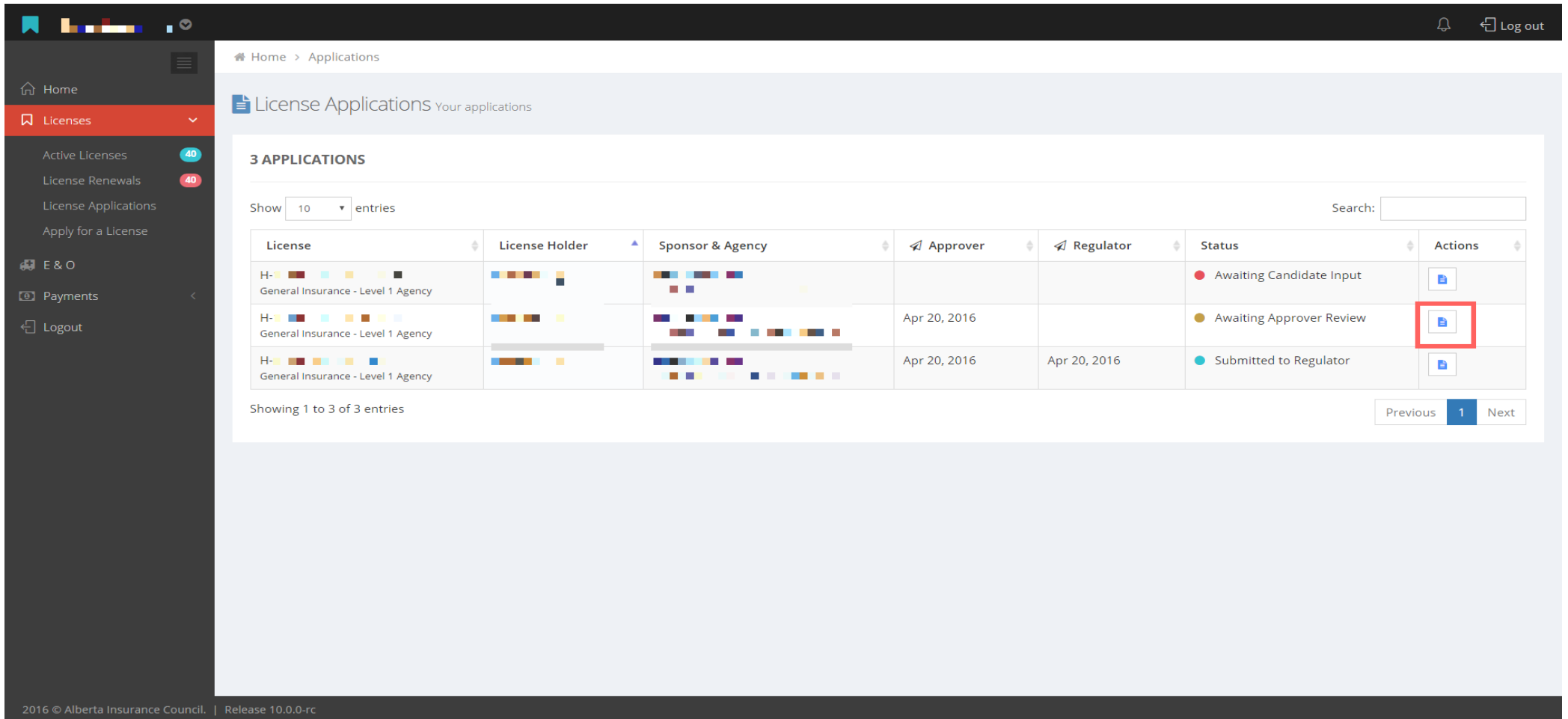


The screenshot shows a web application interface for managing license applications. The left sidebar contains navigation options: Home, Licenses (with a dropdown arrow), Active Licenses (40), License Renewals (40), License Applications, Apply for a License, E & O, Payments, and Logout. The main content area is titled 'License Applications Your applications' and displays '3 APPLICATIONS'. A search bar is present above a table of applications. The table has columns for License, License Holder, Sponsor & Agency, Approver, Regulator, Status, and Actions. A legend on the right side of the table, enclosed in a red box, defines the status types: a red dot for 'Awaiting Candidate Input', a yellow dot for 'Awaiting Approver Review', and a blue dot for 'Submitted to Regulator'. The table shows three entries, all for 'General Insurance - Level 1 Agency'. The first entry is in the 'Awaiting Candidate Input' status. The second entry has an 'Approver' of 'Apr 20, 2016'. The third entry has both 'Approver' and 'Regulator' dates of 'Apr 20, 2016'. A 'View Application' button is visible next to the first application row. At the bottom of the table, it says 'Showing 1 to 3 of 3 entries' and includes 'Previous', '1', and 'Next' navigation buttons.

License	License Holder	Sponsor & Agency	Approver	Regulator	Status	Actions
H- General Insurance - Level 1 Agency					● Awaiting Candidate Input	View Application
H- General Insurance - Level 1 Agency			Apr 20, 2016		● Awaiting Approver Review	
H- General Insurance - Level 1 Agency			Apr 20, 2016	Apr 20, 2016	● Submitted to Regulator	View Application



On the right hand side, click the Actions button to view the application with the status Awaiting Approver Review






Home > Applications

License Applications Your applications

3 APPLICATIONS

Show 10 entries Search:

License	License Holder	Sponsor & Agency	Approver	Regulator	Status	Actions
H- General Insurance - Level 1 Agency					Awaiting Candidate Input	
H- General Insurance - Level 1 Agency			Apr 20, 2016		Awaiting Approver Review	
H- General Insurance - Level 1 Agency			Apr 20, 2016	Apr 20, 2016	Submitted to Regulator	

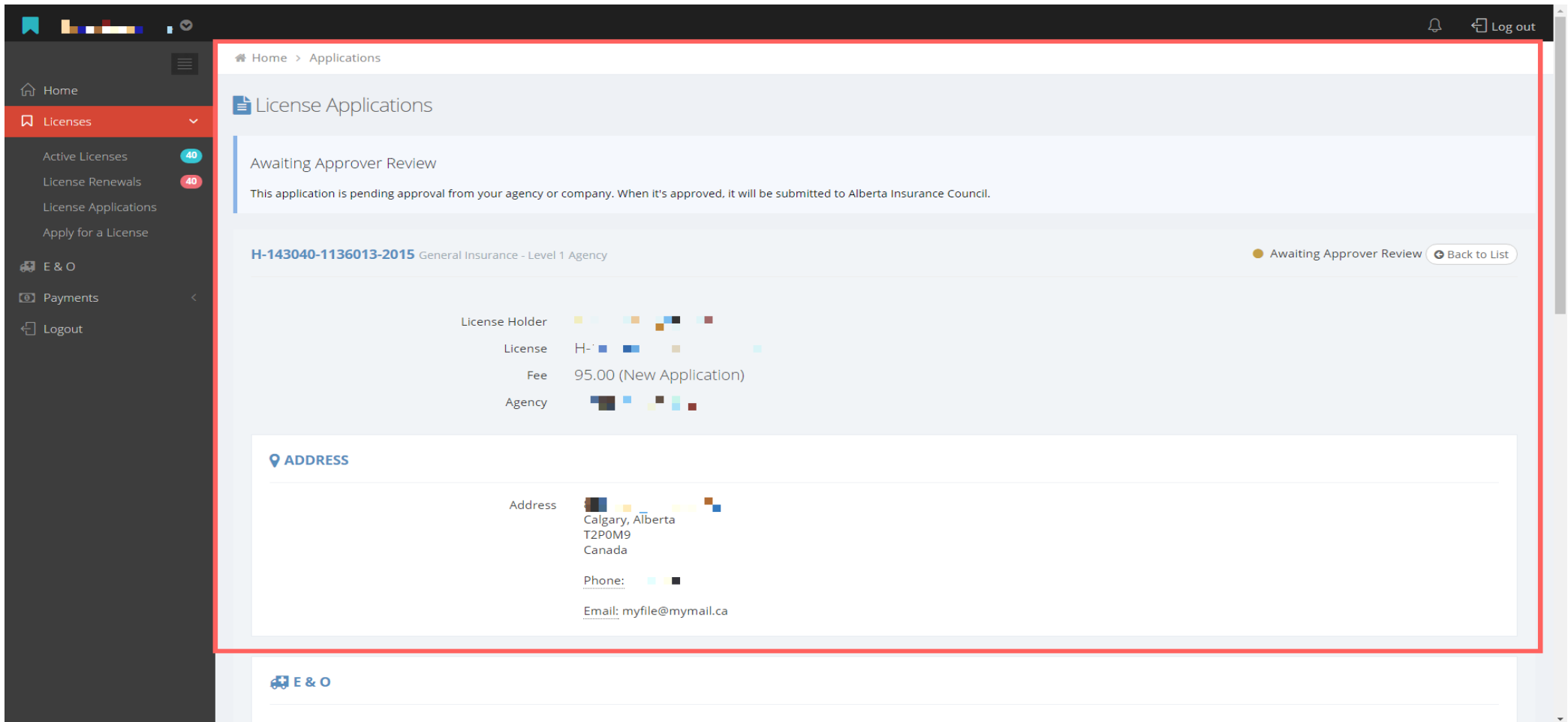
Showing 1 to 3 of 3 entries

Previous 1 Next

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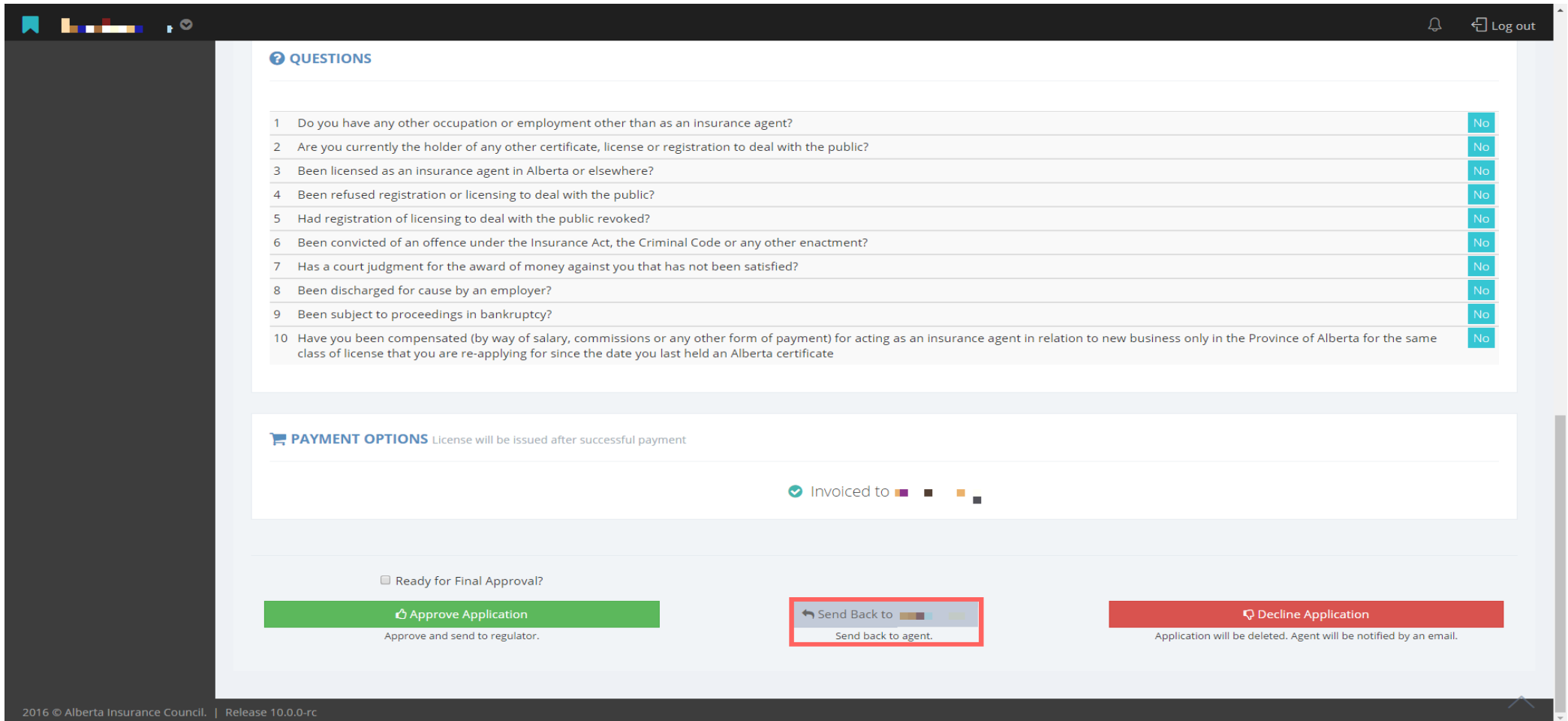
Review the application for any incomplete and/or incorrect information.



The screenshot shows a web application interface for reviewing license applications. The left sidebar contains navigation options: Home, Licenses (with a dropdown arrow), Active Licenses (40), License Renewals (40), License Applications, Apply for a License, E & O, Payments, and Logout. The main content area is titled 'License Applications' and shows a status of 'Awaiting Approver Review'. Below this, a specific application is detailed for 'H-143040-1136013-2015 General Insurance - Level 1 Agency'. The application details include: License Holder, License (H-), Fee (95.00 (New Application)), and Agency. A section titled 'ADDRESS' provides the following information: Address (Calgary, Alberta T2P0M9 Canada), Phone, and Email (myfile@mymail.ca). A 'Back to List' button is visible next to the application status.



If you require more information and wish to return the application to the agent scroll to the bottom of the page and click Send back to agent



QUESTIONS

1	Do you have any other occupation or employment other than as an insurance agent?	No
2	Are you currently the holder of any other certificate, license or registration to deal with the public?	No
3	Been licensed as an insurance agent in Alberta or elsewhere?	No
4	Been refused registration or licensing to deal with the public?	No
5	Had registration of licensing to deal with the public revoked?	No
6	Been convicted of an offence under the Insurance Act, the Criminal Code or any other enactment?	No
7	Has a court judgment for the award of money against you that has not been satisfied?	No
8	Been discharged for cause by an employer?	No
9	Been subject to proceedings in bankruptcy?	No
10	Have you been compensated (by way of salary, commissions or any other form of payment) for acting as an insurance agent in relation to new business only in the Province of Alberta for the same class of license that you are re-applying for since the date you last held an Alberta certificate	No

PAYMENT OPTIONS License will be issued after successful payment

✓ Invoiced to [icon]

Ready for Final Approval?

Approve Application
Approve and send to regulator.

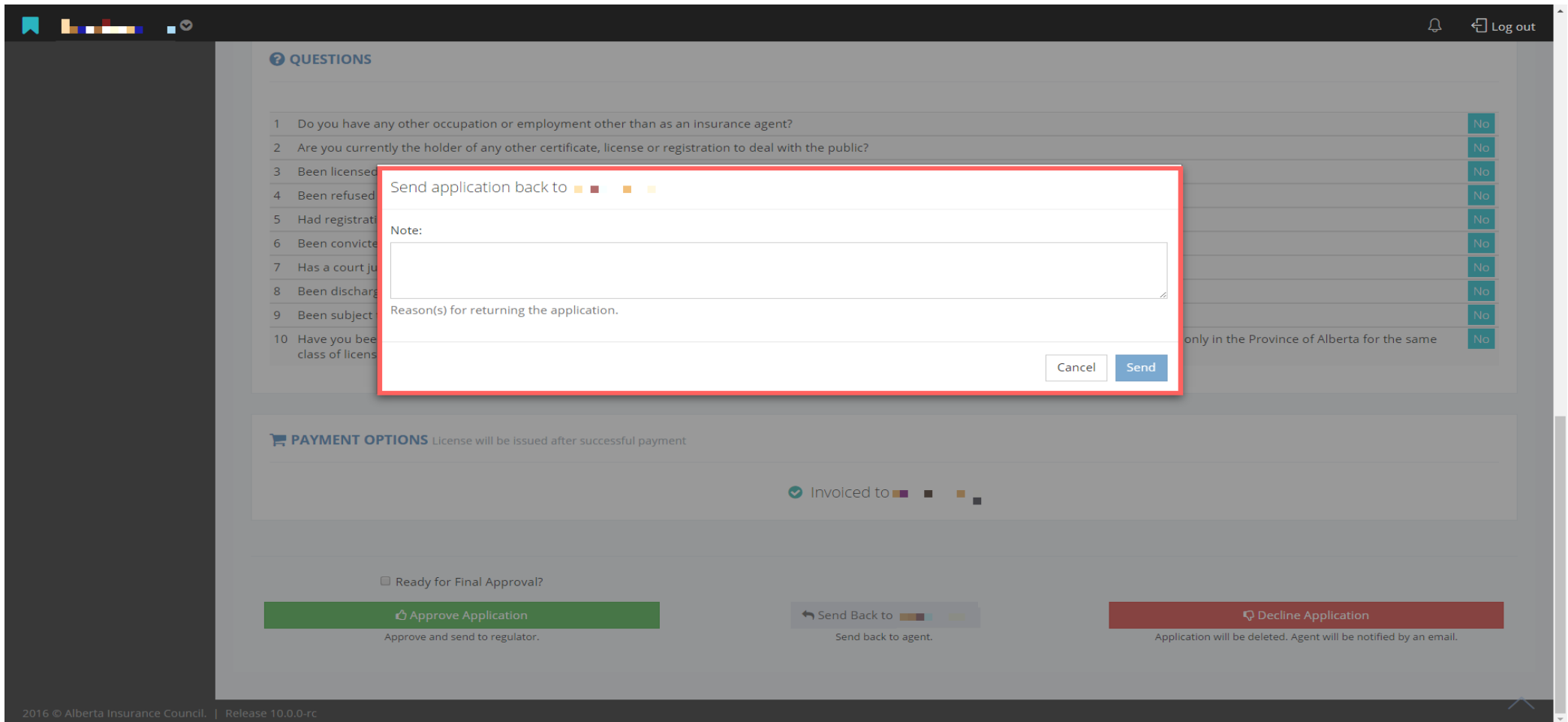
Send Back to agent
Send back to agent.

Decline Application
Application will be deleted. Agent will be notified by an email.

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A box will appear to allow you to input the reason for sending back the application.



QUESTIONS

- 1 Do you have any other occupation or employment other than as an insurance agent?
- 2 Are you currently the holder of any other certificate, license or registration to deal with the public?
- 3 Been licensed
- 4 Been refused
- 5 Had registrati
- 6 Been convicte
- 7 Has a court ju
- 8 Been discharg
- 9 Been subject
- 10 Have you bee

PAYMENT OPTIONS License will be issued after successful payment

Invoiced to

Ready for Final Approval?

Approve and send to regulator.

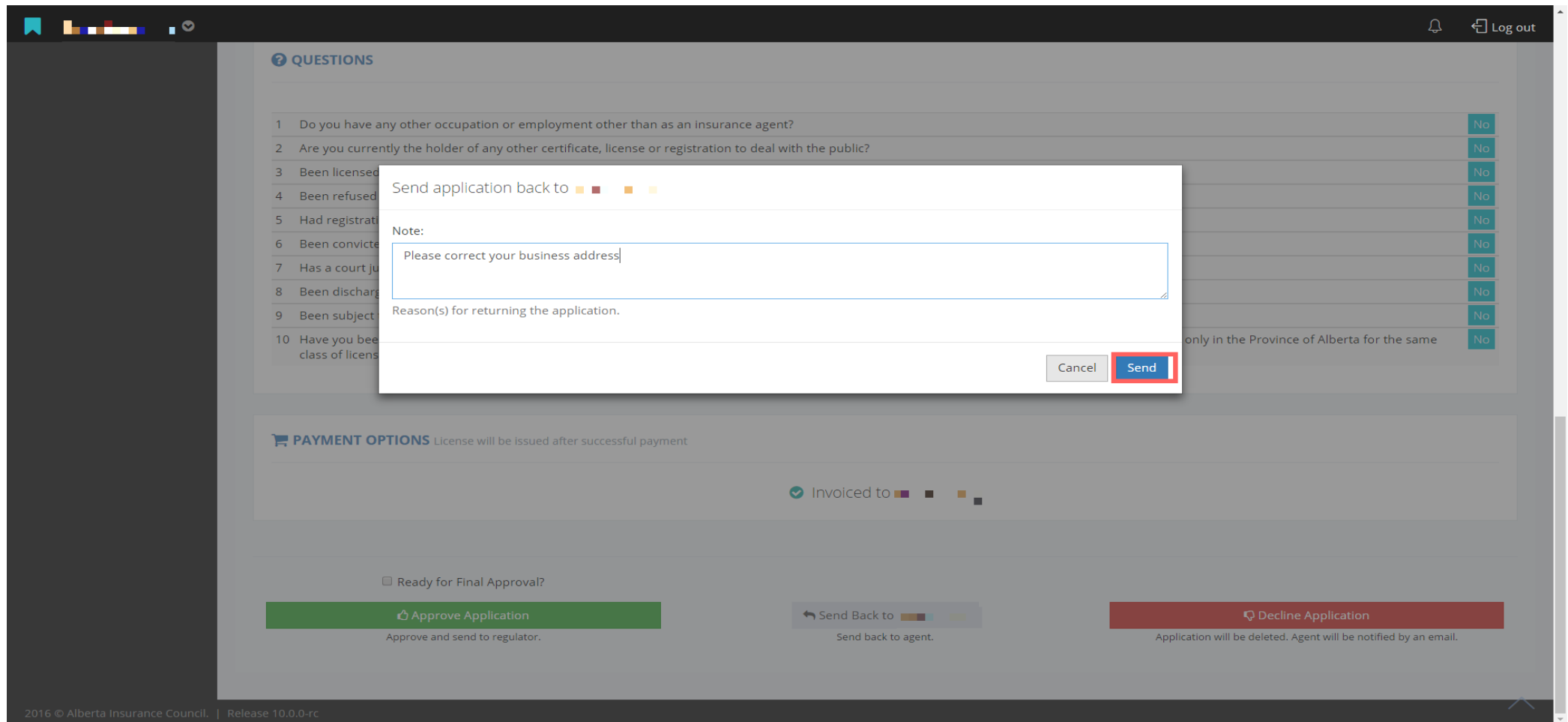
Send back to agent.

Application will be deleted. Agent will be notified by an email.

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Click Send. An email will be sent to the agent with a link to the Alberta Insurance Council, they will have to login and amend application and send it back to be re-reviewed by the Designated Representative

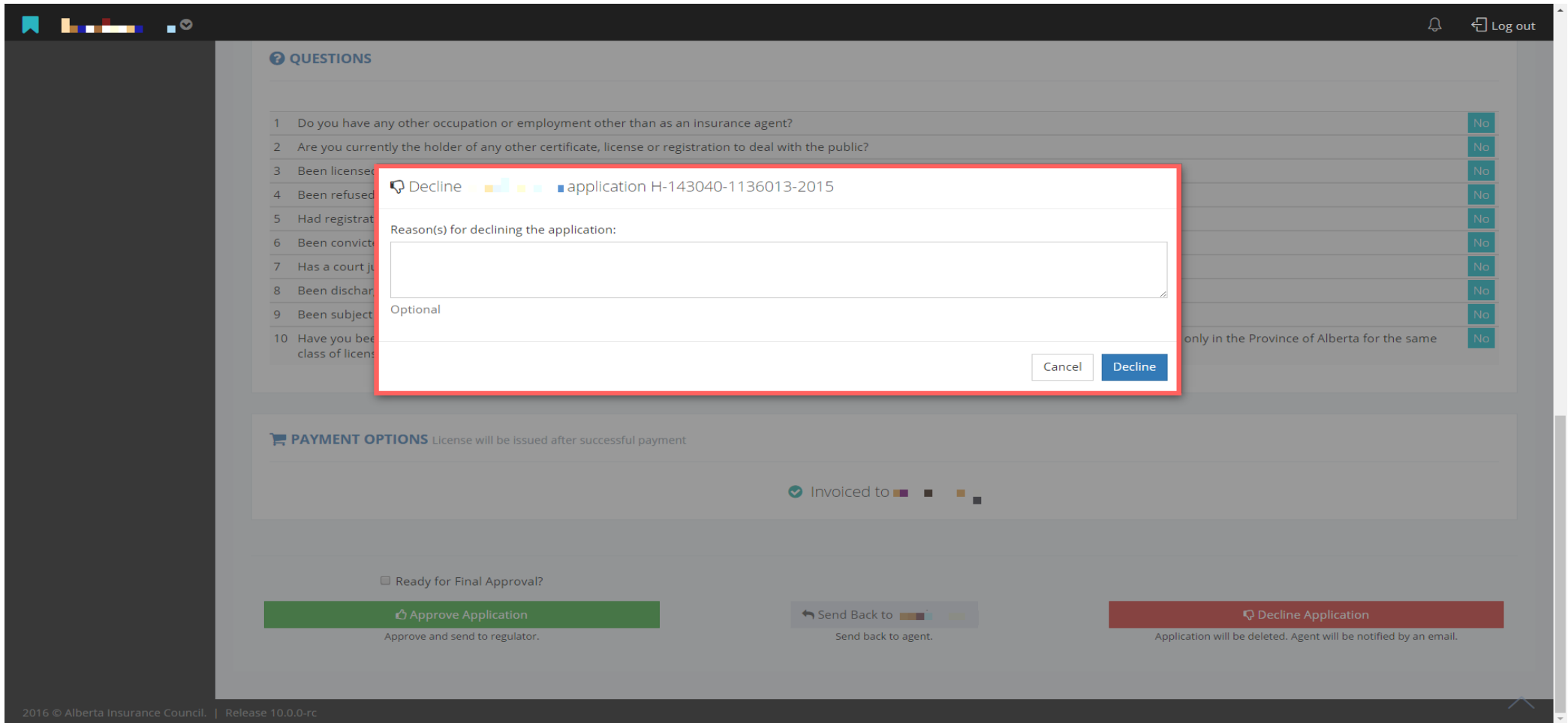


The screenshot displays the application portal interface. At the top, there is a navigation bar with a home icon, a user profile icon, and a 'Log out' button. Below this is a 'QUESTIONS' section with a list of 10 questions, each with a 'No' button to its right. A modal dialog box is open in the center, titled 'Send application back to'. It contains a 'Note:' field with the text 'Please correct your business address', a 'Reason(s) for returning the application.' field, and two buttons: 'Cancel' and 'Send'. The 'Send' button is highlighted with a red border. Below the questions is a 'PAYMENT OPTIONS' section with a shopping cart icon and the text 'License will be issued after successful payment'. At the bottom, there are three main action buttons: 'Approve Application' (green), 'Send Back to' (grey), and 'Decline Application' (red). The 'Approve Application' button has a sub-label 'Approve and send to regulator.' The 'Send Back to' button has a sub-label 'Send back to agent.' The 'Decline Application' button has a sub-label 'Application will be deleted. Agent will be notified by an email.'

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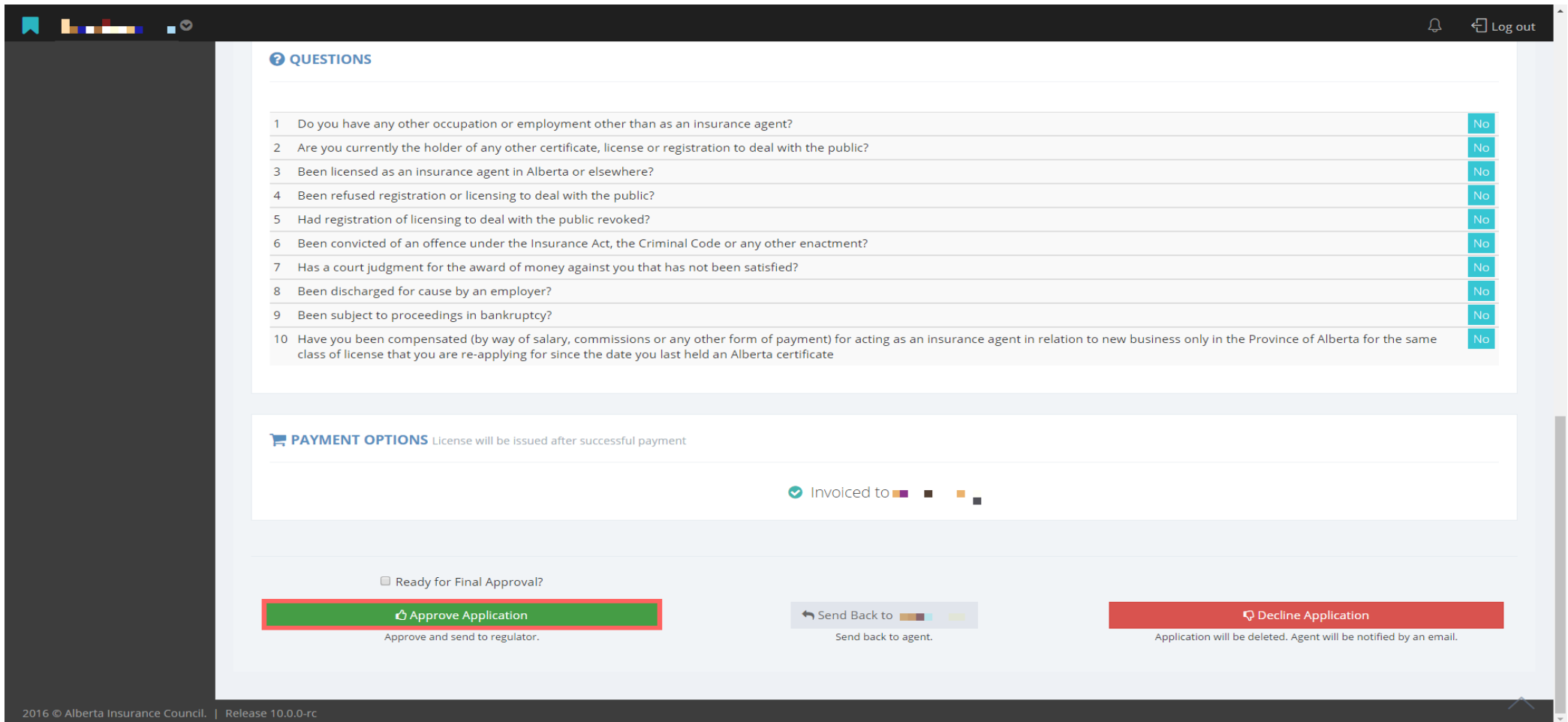
If you do not wish to continue with this agents application, Click the RED Decline Application button and provide a reason.



The screenshot shows a web application interface for reviewing license applications. A modal dialog box is open, titled "Decline", with the application ID "application H-143040-1136013-2015". The dialog contains a text input field for "Reason(s) for declining the application:" and an "Optional" section. At the bottom of the dialog are "Cancel" and "Decline" buttons. The background interface is dimmed and shows a "QUESTIONS" section with 10 questions, each with a "No" button. Below the questions is a "PAYMENT OPTIONS" section with a status "Invoiced to" and a "Ready for Final Approval?" checkbox. At the bottom of the interface are three buttons: "Approve Application" (green), "Send Back to" (grey), and "Decline Application" (red). The "Decline Application" button has a tooltip that reads "Application will be deleted. Agent will be notified by an email."



If the application is ready to be approved, Click Approve application



QUESTIONS

1	Do you have any other occupation or employment other than as an insurance agent?	No
2	Are you currently the holder of any other certificate, license or registration to deal with the public?	No
3	Been licensed as an insurance agent in Alberta or elsewhere?	No
4	Been refused registration or licensing to deal with the public?	No
5	Had registration of licensing to deal with the public revoked?	No
6	Been convicted of an offence under the Insurance Act, the Criminal Code or any other enactment?	No
7	Has a court judgment for the award of money against you that has not been satisfied?	No
8	Been discharged for cause by an employer?	No
9	Been subject to proceedings in bankruptcy?	No
10	Have you been compensated (by way of salary, commissions or any other form of payment) for acting as an insurance agent in relation to new business only in the Province of Alberta for the same class of license that you are re-applying for since the date you last held an Alberta certificate	No

PAYMENT OPTIONS License will be issued after successful payment

Invoiced to [icon]

Ready for Final Approval?

Approve Application
Approve and send to regulator.

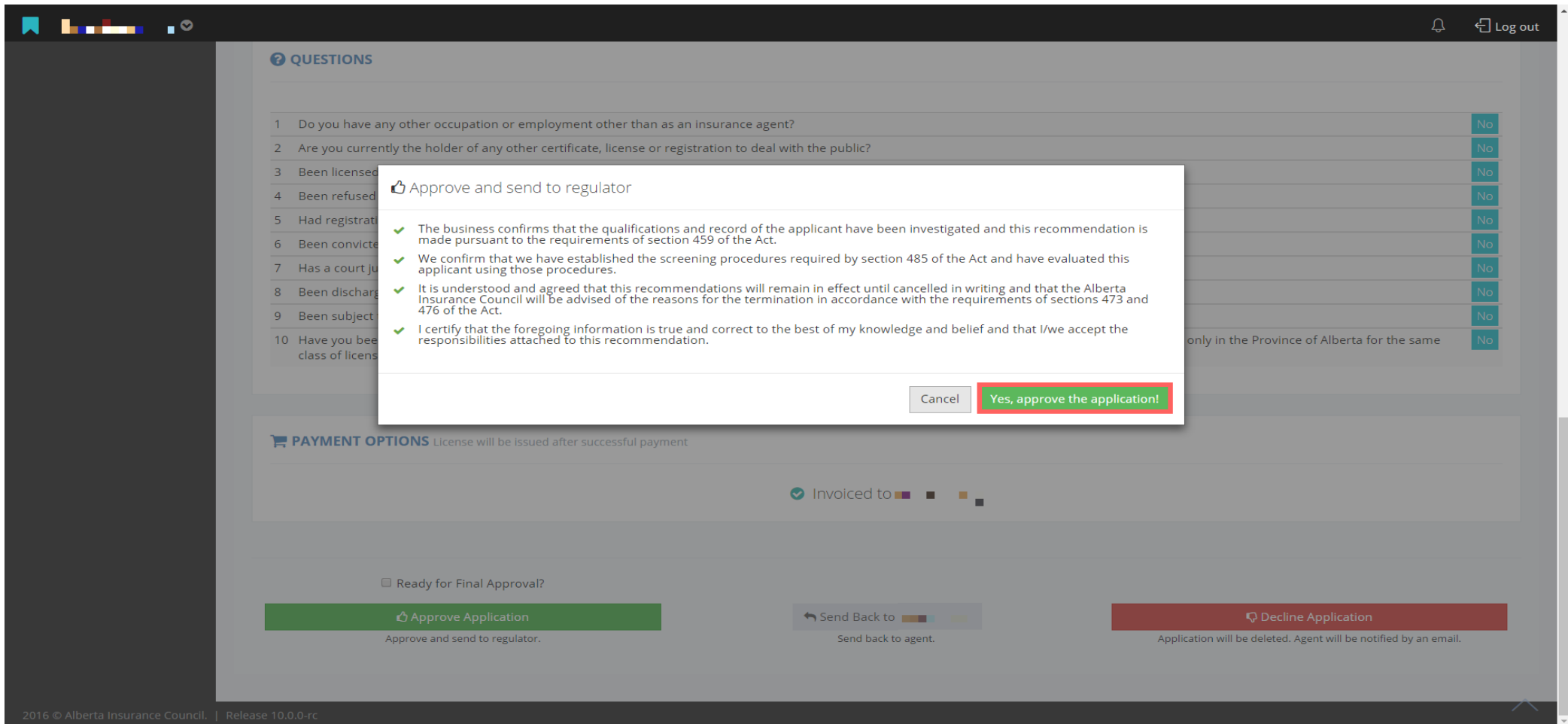
Send Back to Agent
Send back to agent.

Decline Application
Application will be deleted. Agent will be notified by an email.

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Read and acknowledge the declarations and click on Yes, approve the application



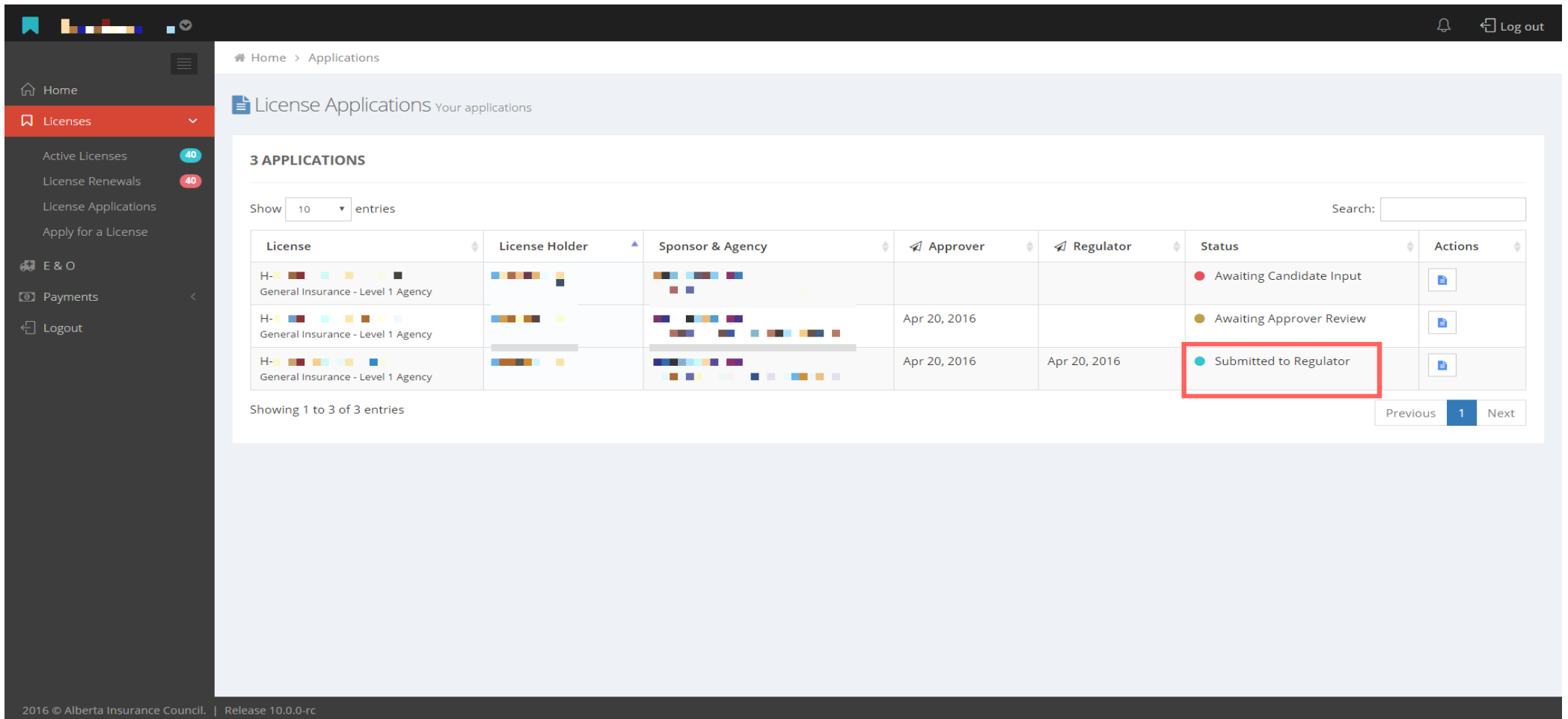
The screenshot displays a web interface for reviewing a license application. At the top, there is a navigation bar with a home icon, a progress indicator, and a 'Log out' button. The main content area is titled 'QUESTIONS' and contains a list of 10 questions, each with a 'No' button to its right. A modal dialog box is open in the center, titled 'Approve and send to regulator'. It contains four green checkmarks followed by the following text:

- ✓ The business confirms that the qualifications and record of the applicant have been investigated and this recommendation is made pursuant to the requirements of section 459 of the Act.
- ✓ We confirm that we have established the screening procedures required by section 485 of the Act and have evaluated this applicant using those procedures.
- ✓ It is understood and agreed that this recommendations will remain in effect until cancelled in writing and that the Alberta Insurance Council will be advised of the reasons for the termination in accordance with the requirements of sections 473 and 476 of the Act.
- ✓ I certify that the foregoing information is true and correct to the best of my knowledge and belief and that I/we accept the responsibilities attached to this recommendation.

At the bottom of the modal, there are two buttons: 'Cancel' and 'Yes, approve the application!'. Below the modal, the 'PAYMENT OPTIONS' section is visible, indicating 'License will be issued after successful payment'. At the bottom of the screen, there are three main action buttons: 'Approve Application' (green), 'Send Back to Agent' (grey), and 'Decline Application' (red). The footer of the page reads '2016 © Alberta Insurance Council. | Release 10.0.0-rc'.



Once you have Submitted to Regulator the status will show Green



Home > Applications

License Applications Your applications

3 APPLICATIONS

Show 10 entries Search:

License	License Holder	Sponsor & Agency	Approver	Regulator	Status	Actions
H- General Insurance - Level 1 Agency					Awaiting Candidate Input	
H- General Insurance - Level 1 Agency			Apr 20, 2016		Awaiting Approver Review	
H- General Insurance - Level 1 Agency			Apr 20, 2016	Apr 20, 2016	Submitted to Regulator	

Showing 1 to 3 of 3 entries

Previous 1 Next

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