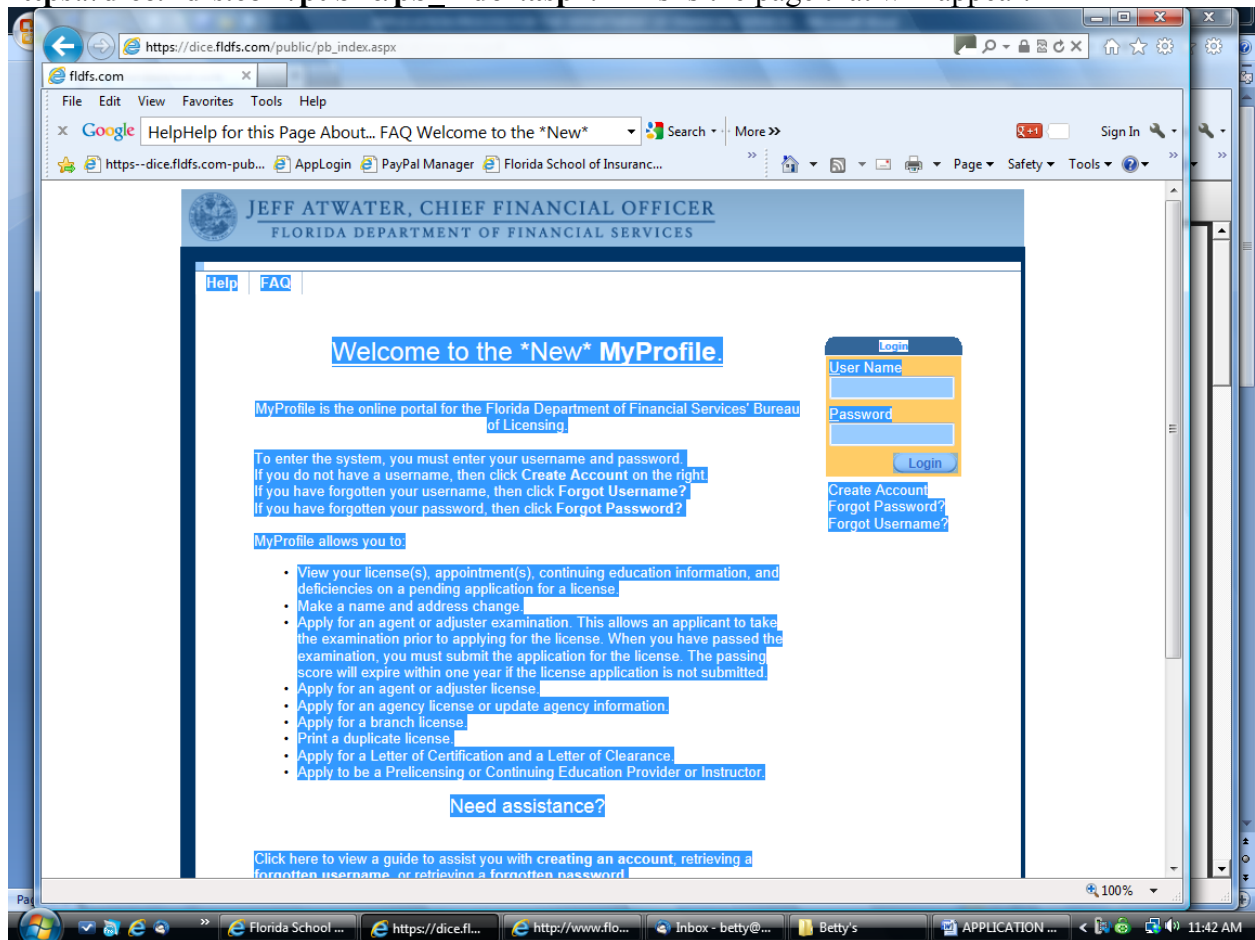


## APPLICATION PROCESS FOR THE DEPARTMENT OF FINANCIAL SERVICES

Be sure to print the instructions below this picture.

To start your application process with the D.O.F.S., logon to

[https://dice.fldfs.com/public/pb\\_index.aspx](https://dice.fldfs.com/public/pb_index.aspx). This is the page that will appear:



This will guide you through the application process. Complete the Application process after you have completed the course. Select **Initial Application for Agent License** when you have the option.

The name of the course is Life including Variable Annuity and Health. The License number is (2-15) for the Life, Health & Variable Annuity license; (2-14) for the Life and Variable Annuity License and (2-40) for the Health License.

At the end of the application, it will ask you for payment (\$50 Application License Filing Fee and \$5 License Card Fee). You can pay online with a credit card or E check.

Important information about using eCheck (Below are the states instructions but all you need to do is enter your bank routing number and account number at the bottom of your check)

In order to make eCheck payments for license applications, appointments or renewals, you will need to provide your bank the following ACH ID numbers BEFORE submitting payment online: W596001874 and Z596001874. You will only need to provide these numbers to your bank one

time. Failure to provide the required ACH ID numbers may result in rejection of payment by your financial institution, fees assessed for a returned check, and the item you're paying for would be canceled. There is no processing or convenience fee associated with eCheck as there is with paying via debit or credit card.

Your next step is to get your fingerprints done. Click on the link <https://fl.ibtfingerprint.com/?DFSORI=DFS-1-FL921060Z> The fee is \$55.50. Once you have completed the information for the fingerprints you will receive a confirmation number. Take this when you go to have your fingerprints scanned. The fingerprints are electronically scanned, and within 30 minutes are automatically uploaded to the D.O.F.S.

Your next step is to register and pay for the exam fee. The fee is \$42.00. When you are completing the state exam fee, go to <http://www.pearsonvue.com/>  
Click on Purchase Test Vouchers under Quick Links  
Click on For Test Takers

Where it says: **Start here: select your program**  
**Enter the name or acronym of your testing program:**  
**Type in Florida and then click on "See All Results"**  
**Click on [Florida Department of Financial Services](#)**

Click on Create

Complete the following screens. When you arrive at the screen to select your exam, here are the exam codes.

The exam number for the Life, Health & Variable Annuity License (2-15) is InsFL-LHA05. The exam number for Life and Variable Annuity License (2-14) is InsFL-Life01 and the exam number for the Health License (2-40) is InsFL-Health02. NOTE: If you want to take the exam in Spanish, the codes are the same except there is a small case s after the InsFL

On your last day of class you will get a **Certificate of Completion** from the Florida School of Insurance. This is for your records only. We file your completion electronically with the state. Any questions you may have for the Florida Department of Financial Services call 850-413-3134  
Any questions you may have for PearsonVue call 888-274-2020