

State of Idaho
DEPARTMENT OF INSURANCE

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Continuing Education - Course Extension

Open this form in Adobe Acrobat if you would like to use the digital signature and submit button.

**This form is NOT an application for a new course.
This form is NOT for renewing a course.**

This form is for courses whose expiration date in the home state prevented it from receiving the full two year approval period in Idaho.

A new course approval letter showing the requested expiration date must be sent with this form.

Instructions:

- 1: Obtain a home state approval letter with later expiration date.
- 2: Open the Continuing Education-Course Extension form in Adobe Acrobat.
3. Fill out the Continuing Education-Course Extension form in it's entirety.
4. Click the Submit button at the bottom of this form.
5. Attach the new Home State Approval Letter to the e-mail step 4 generates and send it.
Alternatively the completed form and Home State Approval Letter can be e-mailed to continuing.education@doi.idaho.gov

Provider Name: _____ Provider # _____

Course Name: _____ Course #: _____

Current Idaho Course Expiration Date: _____ Expiration Date in the Home State: _____

Signature of Authorized Individual

Printed Name

Title

SUBMIT

Don't forget to attach the the new Home State Approval Letter