

# HOW TO CHECK YOUR CONTINUING EDUCATION TRANSCRIPT

1. Click [here](#) or type the following url into your browser.  
<https://sbs.naic.org/solar-external-lookup/license-manager>

2. Enter your information and click "Search".

How Do I? License Manager

Jurisdiction REQUIRED  
Idaho

Entity Type REQUIRED  
Individual

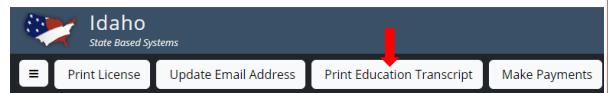
Last Name REQUIRED

Choose One REQUIRED  
NPN License Number  Enter NPN here

Last 4 Digits of SSN REQUIRED

Search

3. Click on "Print Education Transcript".



## HOW TO READ YOUR TRANSCRIPT

Idaho State Based Systems

JANE DOE  
ACME INSURANCE INC.  
123 MAIN ST  
BOISE, ID, 83709-0043 1

IDAHO DEPARTMENT OF INSURANCE  
EDUCATION TRANSCRIPT

LICENSE DETAILS										<span style="border: 1px solid red; border-radius: 50%; padding: 2px;">9</span>	<span style="border: 1px solid red; border-radius: 50%; padding: 2px;">10</span>	<span style="border: 1px solid red; border-radius: 50%; padding: 2px;">11</span>	<span style="border: 1px solid red; border-radius: 50%; padding: 2px;">12</span>
Type	Authority	Status	Expiration Date	Compliance Period	CE Compliant	Compliance Date	Credits Required	Credits Earned		Carryover	Credits Needed for Renewal		
Insurance Producer	Life, Accident & Health or Sickness	Active <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">4</span>	04/30/2023 <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">5</span>	05/01/2021 - 04/30/2023 <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">6</span>	No <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">7</span>	2021-05-01 <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">8</span>	3 Ethics 21 General 0 Annuity Suitability Best Interest	0 Ethics 0 General 1 Annuity Suitability Best Interest			3 Ethics 20 General 0 Annuity Suitability Best Interest		

Carryover is not allowed in Idaho.  
Flood, Long Term Care, and Annuity Suitability Best Interest hours will apply towards a licensee's General Hours.

Insurance Producer - Current Period: 05/01/2021 - 04/30/2023

Date Taken	Course Method	Course Group	Course	Provider	<span style="border: 1px solid red; border-radius: 50%; padding: 2px;">17</span>	Total Credits	Course Credits	Date Banked
09/08/2021	Classroom, Internet	Annuity Suitability Best Interest	3195880 - 1-Hour Annuity Best Interest-Webinar	156785 - AD BANKER AND COMPANY LLC	<span style="border: 1px solid red; border-radius: 50%; padding: 2px;">17</span>	1	1 Annuity Suitability Best Interest	09/08/2021
<span style="border: 1px solid red; border-radius: 50%; padding: 2px;">13</span>	<span style="border: 1px solid red; border-radius: 50%; padding: 2px;">14</span>	<span style="border: 1px solid red; border-radius: 50%; padding: 2px;">15</span>	<span style="border: 1px solid red; border-radius: 50%; padding: 2px;">16</span>		<span style="border: 1px solid red; border-radius: 50%; padding: 2px;">17</span>	Total Credits:	<span style="border: 1px solid red; border-radius: 50%; padding: 2px;">18</span>	<span style="border: 1px solid red; border-radius: 50%; padding: 2px;">19</span>

Insurance Producer - Previous CE Compliance Period: 05/01/2019 - 04/30/2021 20

The top section shows the current CE status and what is needed to be compliant.

1. Licensees Demographic Information
2. Type of license
3. Lines of authority held
4. License Status
5. Day your license expires.
6. The start and end date of the CE compliance period
7. If the licensee has finished their CE or not.
8. If applicable, the date the license became CE compliant
9. Credits required to be compliant
10. Credits earned towards compliance
11. Idaho does not allow carryover credits
12. The credits that still need to be taken in order to be compliant

The bottom section shows each individual course and how it counts towards compliance.

13. Date the course was taken
14. How the course was taken
15. What the course was about
16. The name of the course
17. Who provided the course
18. How many credits the course is worth
19. When the course was uploaded to your record.
20. Click on your past CE compliance periods to show the report for that time frame.