# SOUTH CAROLINA DEPARTMENT OF INSURANCE

## INSURANCE LICENSING EXAMINATION CANDIDATE INFORMATION BULLETIN

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Examinations by PSI Services LLC</td>
<td>3</td>
</tr>
<tr>
<td>Examination Registration and Scheduling Procedures</td>
<td>3</td>
</tr>
<tr>
<td>Fees</td>
<td>3</td>
</tr>
<tr>
<td>On-line, via the Internet Scheduling</td>
<td>3</td>
</tr>
<tr>
<td>Telephone Scheduling</td>
<td>7</td>
</tr>
<tr>
<td>Mail Scheduling</td>
<td>7</td>
</tr>
<tr>
<td>EMail Scheduling</td>
<td>7</td>
</tr>
<tr>
<td>Rescheduling/Canceling an Examination</td>
<td>7</td>
</tr>
<tr>
<td>Re-taking a Failed Examination</td>
<td>7</td>
</tr>
<tr>
<td>Missed Appointment or Late Cancellation</td>
<td>7</td>
</tr>
<tr>
<td>Exam Accommodations</td>
<td>7</td>
</tr>
<tr>
<td>Emergency Examination Center Closing</td>
<td>8</td>
</tr>
<tr>
<td>Social Security Number Confidentiality</td>
<td>8</td>
</tr>
<tr>
<td>Examination Site Location</td>
<td>8</td>
</tr>
<tr>
<td>Reporting to the Examination Site</td>
<td>9</td>
</tr>
<tr>
<td>Required Identification</td>
<td>9</td>
</tr>
<tr>
<td>Security Procedures</td>
<td>9</td>
</tr>
<tr>
<td>Taking the Examination by Computer</td>
<td>10</td>
</tr>
<tr>
<td>Identification Screen</td>
<td>10</td>
</tr>
<tr>
<td>Tutorial</td>
<td>10</td>
</tr>
<tr>
<td>Examination Review</td>
<td>10</td>
</tr>
<tr>
<td>Appeals Process</td>
<td>10</td>
</tr>
<tr>
<td>Score Reporting</td>
<td>10</td>
</tr>
<tr>
<td>Duplicate Score Reports</td>
<td>10</td>
</tr>
<tr>
<td>Experimental Items</td>
<td>10</td>
</tr>
<tr>
<td>Tips for Preparing for your License Examination</td>
<td>10</td>
</tr>
<tr>
<td>Applying for Licensure</td>
<td>11</td>
</tr>
<tr>
<td>Examination Content Outlines</td>
<td>12</td>
</tr>
<tr>
<td>Examination Registration Form</td>
<td>12</td>
</tr>
<tr>
<td>Exam Accommodations Request</td>
<td>12</td>
</tr>
</tbody>
</table>

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Please refer to our website to check for the most updated information at [https://home.psiexams.com/#!/home](https://home.psiexams.com/#!/home)

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Effective 2/15/2020
South Carolina Examination Procedure Checklist

Before registering for an examination, make sure that you have reviewed the following checklist.

- You do not need approval from the State of South Carolina to take the examination.
- Each examination may be taken only six times in a one-year period.
- Passing examination results are valid for one year.

Prepare for your examination:

- Use the examination content outlines provided in this bulletin as the basis of your study.

Register for your examination:

- Complete the registration form on line, at https://home.psiexams.com/#/home, and submit it to PSI via the Internet or;
- Completely fill out the PSI Registration Form and mail or email to PSI or;
- Call (833) 518-7457 to register.
- Send online___________ (no wait time for scheduling the examination date).
- Mailed on ______________ (allow 2 weeks for processing before scheduling the examination date).
- Emailed on ______________ (allow 2 weeks for processing before scheduling the examination date).
- Phoned on ______________ (no wait for scheduling the examination date).

Schedule your examination:

- Once you have paid, you are responsible for contacting PSI to schedule an appointment to take the examination. You may either schedule via the Internet, or schedule over the telephone at (833) 518-7457.
- Scheduled for:
  - Examination Date: ________________
  - Examination Time: ________________
  - Test Center Location: ________________
- To change scheduled date, call back by: ____________________

Take your examination:

- Must bring one form of identification, which bears your signature and your photograph.
  - Your name as shown on the application form must exactly match the name on the photo I.D. used when checking in at the examination site.
- Arrive 30 minutes prior to appointment.

After your examination:

- Upon passing the examination, your results will be made available to the State.
- Apply for your license through the South Carolina Department of Insurance (see instructions on page 11).
This Candidate Information Bulletin provides you with information about the examination process for obtaining an Insurance License in the state of South Carolina.

The South Carolina Department of Insurance has contracted with PSI Services LLC (PSI) to conduct the examination program. PSI works closely with the Department to make certain that these examinations meet the State’s as well as nationally established technical and professional standards for examination development and administration. PSI provides these examinations through a network of computer examination centers in South Carolina.

EXAMINATION REGISTRATION PAYMENT AND SCHEDULING PROCEDURES

- Each examination may be taken only six times in a one-year period.
- Passing examination results are valid for one year.

<table>
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<tr>
<th>Examination Fee</th>
<th>$45</th>
</tr>
</thead>
</table>

NOTE: EXAMINATION FEES ARE NOT REFUNDABLE OR TRANSFERABLE. THE EXAMINATION FEE IS VALID FOR ONE YEAR FROM THE DATE OF PAYMENT.

THE EXAMINATION FEE IS FOR FIRST TIME AND RETAKE EXAMINATIONS.

ON-LINE SCHEDULING

For the fastest and most convenient examination scheduling process, register for your examinations online by accessing PSI’s registration Website: Click Here.

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 form]

**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”.

![Account Registration]

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

![Login form]
5. You are now ready to schedule.


   ![Select Organization]

7. You will enter your personal information

   ![Personal Information]

Following Information is required for your examination record

- **SSN**
  
  XXXXX3333

- **First Name**
  
  David

- **Last Name**
8. You will now enter payment.

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

10. Click on the preferred test site.
11. Then click on the date and time to make an appointment to take the Exam.

You are now scheduled and will receive an email confirmation.

**TELEPHONE SCHEDULING**

Call (833) 518-7457, PSI registrars are available to receive payment and to schedule your appointment for the examination. Please call Monday through Friday between 7:30 am and 10:00 pm, and Saturday-Sunday between 9:00 am and 5:30 pm, Eastern Time.

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

**STANDARD MAIL SCHEDULING**

Complete the PSI registration form (found at the end of this bulletin), including your credit card number and expiration date (VISA MasterCard, American Express or Discover). Send the registration form and payment to PSI.

Please allow 2 weeks to process your registration. After 2 weeks, you may go online or call PSI to schedule the examination.

**EMAIL SCHEDULING**

Complete the PSI registration form (found at the end of this bulletin), including your credit card number and expiration date (VISA MasterCard, American Express or Discover). Email the completed form to PSI at psi.insurance@psionline.com. Email registrations are accepted 24 hours a day.

Please allow 4 business days to process your Registration. After 4 business days, you may go online or call PSI to schedule the examination.

**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://home.psiexams.com/#/home or call PSI at (833) 518-7457.

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

**RETTAKING 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 retest as soon as Friday, depending upon space availability. You may schedule online at https://home.psiexams.com/#/home or call PSI at (833) 518-7457.

**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 (833) 518-7457. 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.

SOCIAL SECURITY NUMBER CONFIDENTIALITY

PSI will use your social security number only as an identification number in maintaining your records and reporting your examination results to the State. A Federal law requires State agencies to collect and record the social security numbers of all licensees of the professions licensed by the State.

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 examination site, please consult a reliable map prior to your examination date.

Aiken Technical College
2276 Jefferson Davis Hwy
Graniteville, SC 29829
From Old Graniteteville Hwy/SC-191, turn right onto Canal St/SC-191. Turn right onto Chalk Bed Rd. Take the 1st right onto Baker St. Take the 1st right onto US-1 S/US-78W.

Beaufort/Hilton Head
Regions Bank Building
69 Robert Smalls Pky/SC-170, Unit 4D
Beaufort, South Carolina 29906
From I-95, take the US-17N exit (Exit Number 33) towards Beaufort. After approximately 9 miles, US 21 splits off to the right and goes to Beaufort and US 17 goes to the left towards Charleston. Continue towards Beaufort on US 21 for approximately 12 miles. Turn sharp right onto SC 170 (McDonalds is on the corner) and continue for .3 miles. The building is on your left.

Charleston
4600 Goer Drive, Suite 112A
North Charleston, South Carolina 29406
At juncture of I-26 and I-526, head Southeast in the direction of Charleston. Next exit is Montague Ave, exit East Montague. Take first right at Goer Drive. Site is adjacent to the Marriott Hotel.

Charleston
Tyvola Executive Park 1
5701 Westpark Dr, #202
Charlotte, NC 28217
From I-775 towards Columbia, exit Tyvola Road (Exit #5). Turn left at Tyvola Road. Make a right at Westpark Dr.
From I-77N, exit Tyvola Road (Exit #5) towards Coliseum Area. Bear right at Tyvola Road. Turn right at Westpark Dr.

Florence - Poynor Adult Education
301 S. Dargan Street
Florence, South Carolina 29506
From I-95 (north or south) - Take exit 160A to merge on to I-20 Bus Spur E towards Florence. From I-20, keep right and merge onto David H McLeod Blvd for 2.7 miles. (I-95 and I-20) - turn left onto W Palmetto St for 2.5 miles. Turn right onto S Dargan St. for 250 ft. Building is on your right.
From Myrtle Beach: Hwy 501. Keep left onto Hwy 576 -76. Turn left onto Dargan St Building is on your right.

Graniteteville - Aiken Technical College
2276 Jefferson Davis Hwy, room 742
Graniteville, South Carolina 29829
From S Carolina 191 S and US-1 S/Canal St., toward Hard St., turn right onto S Carolina 104/Brantley St. Continue to follow S Carolina 104, turn left onto Baker St. Turn right onto US-1 S/US-78 W/Jefferson Davis Hwy.

Greenville/Spartanburg
150 Executive Center Drive, Ste 218
Greenville, South Carolina 29615
From I-85, take I-385 North towards Greenville. Take Roper Mountain exit (Exit 37) and go right (East). Turn right at first street (Independence Blvd). Go 0.7 miles and turn left on Executive Center Drive. The Anderson Building will be on your right.

Myrtle Beach
1601 North Oak Street, Suite 305
Myrtle Beach, South Carolina 29577
From the west: Take Rte 501 to 17 Bypass North. Take 17 Bypass North one exit to 10th Avenue (Mr Joe White Ave). Turn right and go about 2 miles to Oak St. Take left on Oak St and follow to #1601(Myrtle Offices). Go around to back of building. PSI is in Suite #305
From the south: Take 17 Bypass North to 10th Avenue. Turn right and follow above directions.
From the North: Take Rte 31 to Robert Grissom Parkway. Follow RGP to 21st Avenue. Turn left on 21st Ave and follow to Oak St.
Turn right on Oak St and follow to #1601 (Myrtle Offices). PSI is around the back of building.

Additionally, PSI has examination centers in many other regions across the United States. You may take the written examination at any of these locations by following the instructions on the Out-Of-State Request Form at the end of this Candidate Information Bulletin. (Bail Bondsman candidates are not allowed to test out-of-state.)

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.

REQUIRED IDENTIFICATION

Candidates must register for the exam with their LEGAL first and last name as it appears on their government issued identification. 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.

IDENTIFICATION - Choose One

- State issued driver’s license
- State issued identification card
- US Government Issued Passport
- US Government Issued Military Identification Card
- US Government Issued Alien Registration Card

PRELICENSING CERTIFICATE OF COMPLETION

- Bail Bondsman candidates must bring a physical copy of the Certificate of Completion to the examination site.

SECURITY PROCEDURES

The following security procedures apply during examinations:

- Only non-programmable calculators that are silent, battery-operated, do not have paper tape printing capabilities, and do not have a keyboard containing the alphabet will be allowed in the examination site.
- Candidates may take only approved items into the examination room.
- All personal belongings of candidates should be placed in the secure storage provided at each site prior to entering the examination room. Personal belongings include, but are not limited to, the following items:
  - Electronic devices of any type, including cellular / mobile phones, recording devices, electronic watches, cameras, pagers, laptop computers, tablet computers (e.g., iPads), music players (e.g., iPods), smart watches, radios, or electronic games.
  - Bulky or loose clothing or coats that could be used to conceal recording devices or notes. For security purposes outerwear such as, but not limited to: open sweaters, cardigans, shawls, scarves, hoodies, vests, jackets and coats are not permitted in the testing room. In the event you are asked to remove the outerwear, appropriate attire, such as a shirt or blouse should be worn underneath.
- Hats or headgear not worn for religious reasons or as religious apparel, including hats, baseball caps, or visors.
- Other personal items, including purses, notebooks, reference or reading material, briefcases, backpacks, wallets, pens, pencils, other writing devices, food, drinks, and good luck items.

- Although secure storage for personal items is provided at the examination site for your convenience, PSI is not responsible for any damage, loss, or theft of any personal belongings or prohibited items brought to, stored at, or left behind at the examination site. PSI assumes no duty of care with respect to such items and makes no representation that the secure storage provided will be effective in protecting such items. If you leave any items at the examination site after your examination and do not claim them within 30 days, they will be disposed of or donated, at PSI’s sole discretion.
- 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.
- No smoking, eating, or drinking is allowed in the examination center.
- 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.
- If prohibited items are found during check-in, candidates shall put them in the provided secure storage or return these items to their vehicle. PSI will not be responsible for the security of any personal belongings or prohibited items.
- Any candidate possessing prohibited items in the examination room shall immediately have his or her test results invalidated, and PSI shall notify the examination sponsor of the occurrence.
- Any candidate seen giving or receiving assistance on an examination, found with unauthorized materials, or who violates any security regulations will be asked to surrender all examination materials and to leave the examination center. All such instances will be reported to the examination sponsor.
- Copying or communicating examination content is violation of a candidate’s contract with PSI, and federal and state law. Either may result in the disqualification of examination results and may lead to legal action.

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. Candidate will not receive extra time to complete the examination.
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 sample 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 South Carolina Department of Insurance, will be consistently 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, by clicking the Comments button on the function bar of the exam question screen.

Your comments regarding the questions and the examinations are welcomed. 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 an error affecting examination scores is discovered as a result, which occurs very rarely, the examination scores of all affected candidates will be automatically adjusted. This is the only review of the examination available to candidates.

APPEALS PROCESS

If you are requesting a response about examination content, registration, scheduling or test administration (testing site procedures, equipment, etc.), please send an appeal in writing. Your appeal letter must include your name, Social Security number, exam title, date you tested and the details of your concern, including all relevant facts. Be sure to include your signature and return address. Mail your appeal letter to:

PSI
Attn: SC INSURANCE APPEALS
3210 E Tropicana
Las Vegas, NV 89121

SCORE REPORTING

Your score will be given to you immediately following completion of the examination. In order to pass the examination, you must achieve a minimum score of 70%. The following summary describes the score reporting process:

- **On screen** - your score will appear immediately on the computer screen. This will happen automatically at the end of the time allowed for the examination;
  - If you **pass**, you will immediately receive a successful notification.
  - If you **do not pass**, you will receive a diagnostic report indicating your strengths and weaknesses by examination type with the score report.
- **On paper** - a score report will be printed at the examination site.

DUPLICATE SCORE REPORTS

You may request a duplicate score report after your examination by emailing scorereport@psionline.com or by calling (833) 518-7457.

EXPERIMENTAL ITEMS

In addition to the number of examination items specified in the “Examination Content Outlines”, a small number (5 to 15) 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.

TIPS FOR PREPARING FOR YOUR LICENSE EXAMINATION

The following suggestions will help you prepare for your examination.

- Only consider the actual information given in the question, do not read into the question by considering any possibilities or exceptions.
- Planned preparation increases your likelihood of passing.
▪ Start with a current copy of this Candidate Information Bulletin and use the examination content outline as the basis of your study.
▪ Read study materials that cover all the topics in the content outline.
▪ Take notes on what you study. Writing helps you commit it to memory and it is also an excellent business practice.
▪ Discuss new terms or concepts as frequently as you can with colleagues. This will test your understanding and reinforce ideas.
▪ Your studies will be most effective if you study frequently, for periods of about 45 to 60 minutes. Concentration tends to wander when you study for longer periods of time.

Now you can take the practice exam online at https://home.psiexams.com/#/home to prepare for your South Carolina 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. They ARE NOT a substitute for proper education and study. Furthermore, scoring well on the practice exam does not guarantee a positive outcome on an actual licensing examination.

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

### APPLYING FOR Licensure

For licensing information, please contact:

South Carolina Department of Insurance  
1201 Main Street, Suite 1000  
Columbia, SC 29201  
Phone: (803) 737-6095 ** Fax: (803) 737-6100  
Email: agntmail@doi.sc.gov  
Web site: www.doi.sc.gov

Issuance of a license depends on review and approval of all license application materials.

After you fulfill your exam requirements (if any), apply and pay for your license on the Department’s Web site at www.doi.sc.gov. You can verify the status of your application on the Department’s Web site. If the Department approves your application, you can print your license from the Web site and after being appointed by an insurance company may solicit insurance of the type for which you have been licensed and appointed. If your application is denied, you will be notified in writing of the reason for such denial.

**SLED REPORT**

All resident license applications require that the South Carolina State Law Enforcement Division (SLED) conduct a background investigation. If your application requires that you submit a SLED Criminal History Report, you can obtain the report from SLED by submitting a written request to the address below or through their Web site.

State Law Enforcement Division  
ATTN: Central Records Depository  
P. O. Box 21398  
Columbia, SC 29221  
Phone: 803.737.9000  
www.sled.sc.gov

There is a $25 fee for this report. SLED only accepts company checks or money orders. A SLED report expires 90 days after issuance.

### APPOINTMENT PAPERWORK AND FEES

Over 25 appointments. Insurers with more than 25 appointments per year must appoint online through the National Insurance Producer Registry (NIPR) at www.nipr.com.

Under 25 appointments. Insurers with less than 25 appointments each year in South Carolina may submit the appointment paperwork to the Department. All appointment paperwork submitted to the Department requires a notarized wet ink signature by the required individual(s). Appointment fees must be paid in advance by the sponsoring insurer. Therefore, the Department does not accept licensing and appointment requests by fax. All appointment requests must be submitted by the sponsoring insurer with original paperwork. (See S.C. Code Ann. Section 38-43-80.)

### APPOINTMENT CANCELLATIONS

All insurers must cancel producer appointments within 30 days from the date that the producer’s contract was canceled by the insurer. (See S.C. Code Ann. Section 38-43-50.)

Over 25 appointments. Insurers with 25 or more cancellations/terminations each year must cancel/terminate online through the National Insurance Producer Registry (NIPR) at www.nipr.com.

Under 25 appointments. Insurers with less than 25 cancellations each year may apply online or must submit to the Department an original South Carolina termination form (Form 3505).

### CHANGE OF ADDRESS OR NAME

Address changes should be done online at www.nipr.com or at www.doi.sc.gov. On the left-hand side of the Department’s home page, click on SCDOI Connect Login/Logout. All address changes must be updated within 30 days of any changes to a producer’s home, mailing or business address. (See S.C. Code Ann. Section 38-43-107.) Note P.O. Boxes cannot be used as a home address unless there is no mail receptacle at the home address. Without a correct address, a licensed individual may not receive information pertinent to continuing education compliance, which may result in the cancellation of all licenses due to failure to comply. (See S.C. Code Ann. Section 38-43-106 and S.C. Code Ann. Regulation 69-50.) Those licensed producers who fail to notify the Department of an address change within 30 days of relocating may be subject to an administrative penalty of up to $2,500.

### CONTINUING EDUCATION

With the exception of those who qualify for an exemption (see below), all producers licensed or qualified for licensure with the Department must meet continuing education (CE) requirements.

**Producer requirements.** Producers must complete 24 hours of continuing insurance education, with at least three hours in Ethics, and pay a CE recordkeeping fee biennially. Producers must certify CE course completion to the CE administrator by the last day of the producers birth month. Producers born in an even numbered year must certify by the last date of the producer’s month of birth every even numbered year. Producers born in an
Multiple lines producer requirements. Producers licensed for life, accident and health, and property and casualty must complete 24 hours of continuing education, completing at least 1/3 (8) of the hours in each line of authority.

Exemptions to CE requirements:
- Nonresident producers who have met the CE requirements of their resident state.
- South Carolina producers licensed solely for credit.
- Crop hail insurance.
- Pre-need burial.
- Travel accident and baggage producers.
- Federal crop insurance.
- Producers who were exempted from continuing education requirements by December 31, 2009.

EXAMINATION CONTENT OUTLINES

The following outlines give an overview of the content of each of the South Carolina insurance examinations. Each examination will include questions on the subjects contained in the outline. The percentages indicate the relative weight assigned to each section of the examination.

South Carolina Accident and Health Insurance Producer
Series 19-02
100 questions - 2 hour time limit

1.0 Insurance Regulation 20%

1.1 Licensing
Process (38-43-100)
Types of licensees
Producer (38-43-10, 30)
Nonresident (38-43-70)
Broker (38-45-10)
Maintenance and duration (38-43-110)
Reinstatement (38-43-110(B))
Reporting of actions (38-43-247)
Change of address (38-43-107)
Assumed names (38-43-10(C))
Continuing education (38-43-106; 69-50)
Disciplinary actions
Cease and desist order (38-59-20, 38-59-270)
Hearings (38-3-170; 38-57-200)
Penalties (38-2-10-30, 38-43-130)

1.2 State regulation
Director’s general duties and powers (38-3-60, 110)
Company regulation
Certificate of authority (38-5-80)
Solvency (38-5-120)
Unfair claims settlement practices (38-59-20)
Examination of books and records (38-13-10-30)
Appointment (38-43-40, 50)
Termination of appointment (38-43-55)
Producer regulation
Commissions (38-43-200, 38-75-1000)
Records maintenance (38-43-250)
Misappropriation of funds (38-43-130, 240, 420)
Blank forms (38-43-260)
Sharing commissions (38-43-200)

1.3 Federal regulation
Fair Credit Reporting Act (15 USC 1681-1681d)
Fraud and false statements (18 USC 1033, 1034)

2.0 General Insurance 10%

2.1 Concepts
Risk management key terms
Risk
Exposure
Hazard
Peril
Loss
Methods of handling risk
Avoidance
Retention
Sharing
Reduction
Transfer

Elements of insurable risks
Adverse selection
Law of large numbers
Reinsurance

2.2 Insurers
Types of insurers
Stock companies
Mutual companies
Fraternal benefit societies
Lloyd’s associations
Alien Captive companies (Title 38, Ch 90-10)
Private versus government insurers
Domestic, foreign and alien insurers
Financial status (independent rating services)
Marketing (distribution) systems

2.3 Producers and general rules of agency
Insurer as principal
Producer/insurer relationship
Authority and powers of producers
Express
Implied
Apparent
Responsibilities to the applicant/insured

2.4 Contracts
Elements of a legal contract
Offer and acceptance
Consideration
Competent parties
Legal purpose
Distinct characteristics of an insurance contract
Contract of adhesion
<table>
<thead>
<tr>
<th>3.8 Considerations in replacing health insurance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-existing conditions</td>
</tr>
<tr>
<td>Benefits, limitations and exclusions</td>
</tr>
<tr>
<td>Underwriting requirements</td>
</tr>
<tr>
<td>Producer liability for errors and omissions</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4.0 Individual Accident and Health Insurance Policy Provisions</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.1 Required provisions (38-71-340 (8)); 38-59-20; 38-59-230</td>
</tr>
<tr>
<td>Entire contract; changes (1)</td>
</tr>
<tr>
<td>Time limit on certain defenses (2)</td>
</tr>
<tr>
<td>Grace period (3)</td>
</tr>
<tr>
<td>Reinstatement (4)</td>
</tr>
<tr>
<td>Claim procedures (5-9)</td>
</tr>
<tr>
<td>Physical examinations and autopsy (10)</td>
</tr>
<tr>
<td>Legal actions (11)</td>
</tr>
<tr>
<td>Change of beneficiary (12)</td>
</tr>
<tr>
<td>Conformity with state statutes (13)</td>
</tr>
</tbody>
</table>

| 4.2 Optional provisions (38-71-370)                         |
| Change of occupation (1)                                    |
| Misstatement of age (2)                                     |
| Other insurance in this insurer (3)                         |
| Insurance with other insurers                               |
| Expense-incurred benefits (4)                              |
| Other benefits (5)                                          |
| Unpaid premium (7)                                          |
| Illegal occupation (8)                                      |
| Intoxicants and narcotics (9)                               |

| 4.3 Other general provisions                               |
| Right to examine (free look) (38-71-150), 38-72-60(F)(1))    |
| Insuring clause                                             |
| Consideration clause                                        |
| Renewability clause                                         |
| Noncancelable                                               |
| Guaranteed renewable                                        |
| Conditionally renewable                                     |
| Renewable at option of insurer                               |
| Nonrenewable (cancelable, term)                             |

<table>
<thead>
<tr>
<th>5.0 Disability Income and Related Insurance 6%</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.1 Qualifying for disability benefits</td>
</tr>
<tr>
<td>Inability to perform duties</td>
</tr>
<tr>
<td>Own occupation</td>
</tr>
<tr>
<td>Any occupation</td>
</tr>
<tr>
<td>Pure loss of income (income replacement contracts)</td>
</tr>
<tr>
<td>Presumptive disability</td>
</tr>
<tr>
<td>Requirement to be under physician care</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5.2 Individual disability income insurance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic total disability plan</td>
</tr>
<tr>
<td>Income benefits (monthly indemnity)</td>
</tr>
<tr>
<td>Elimination and benefit periods</td>
</tr>
<tr>
<td>Waiver of premium feature</td>
</tr>
<tr>
<td>Coordination with social insurance and workers</td>
</tr>
<tr>
<td>Compensation benefits</td>
</tr>
<tr>
<td>Additional monthly benefit (AMB)</td>
</tr>
<tr>
<td>Social insurance supplement (SIS)</td>
</tr>
<tr>
<td>Occupational versus nonoccupational coverage</td>
</tr>
<tr>
<td>At-work benefits</td>
</tr>
<tr>
<td>Partial disability benefit</td>
</tr>
<tr>
<td>Residual disability benefit</td>
</tr>
<tr>
<td>Other provisions affecting income benefits</td>
</tr>
</tbody>
</table>
Cost of living adjustment (COLA) rider
Future increase option (FIO) (Guaranteed insurability rider)
Relation of earnings to insurance
(38-71-370(6))
Other cash benefits
Accidental death and dismemberment
Rehabilitation benefit
Medical reimbursement benefit
(nondisabling injury)
Refund provisions
Return of premium
Cash surrender value
Exclusions

5.3 Unique aspects of individual disability underwriting
Occupational considerations
Benefit limits
Policy issuance alternatives

5.4 Group disability income insurance
Group versus individual plans
Short-term disability (STD)
Long-term disability (LTD)

5.5 Business disability insurance
Disability buy-sell policy
Key Employee disability
Business Overhead expense

5.6 Social Security disability
Qualification for disability benefits
Definition of disability
Waiting period
Disability income benefits

6.0 Medical Plans 9%

6.1 Medical plan concepts
Fee-for-service basis versus prepaid basis
Specified coverages versus comprehensive care
Benefit schedule versus
usual/reasonable/customary charges
Any provider versus limited choice of providers
Insureds versus subscribers/participants

6.2 Types of plans
Major medical insurance
Characteristics
Common limitations
Exclusions from coverage
Provisions affecting cost to insured
Health Maintenance Organizations (HMOs)
General characteristics
Preventive care services
Primary care physician (PCP) versus referral
(specialty) physician
Emergency care
Hospital services
Preferred provider organizations (PPOs) and point of-service (POS) plans
General characteristics
In-network and out-of-network provider access
PCP referral

6.3 Cost containment in health care delivery
Cost-saving services
Preventive care
Hospital outpatient benefits
Alternatives to hospital services
Utilization review

6.4 South Carolina eligibility requirements and offers (individual and/or group)
Dependent child age limit (38-71-1330(5))
Child enrollment; non-custodial parents (38-71-250)
Physically or mentally handicapped dependents (38-71-350, 780)
Newborn child coverage (38-71-135, 140)
Adopted and prospective adopted children (38-71-140(D), 143)

6.5 HIPAA (Health Insurance Portability and Accountability Act) requirements (38-71-840)
Eligibility
Guaranteed issue
Pre-existing conditions (38-71-850, 69-34-E(6))
Creditable coverage (38-71-850)
Renewability (38-71-675, 870)

6.6 Federal Patient Protection and Affordable Care Act (ACA)
Preexisting conditions
Grandfather vs. Non-Grandfather Plans
Annual and lifetime dollar limits
Preventive care
Age limit of dependent children

7.0 Group Health Insurance 9%

7.1 Characteristics of group insurance
Group contract
Certificate of coverage
Experience rating versus community rating

7.2 Types of eligible groups
Employment-related groups
Individual employer groups
Associations (alumni, professional, other)
Customer groups (depositors, creditor-debtor, other)

7.3 Marketing considerations
Advertising
Regulatory jurisdiction/place of delivery

7.4 Employer group health insurance
Insurer underwriting criteria
Characteristics of group
Plan design factors
Persistency factors
Administrative capability
Eligibility for coverage
Annual open enrollment
Employee eligibility
Dependent eligibility
Coordination of benefits provision (Reg 69-43)
Change of insurance companies or loss of coverage
Coinsurance and deductible carryover
No-loss no-gain
Events that terminate coverage
Extension of benefits
Continuation of coverage under COBRA
South Carolina continuation and conversion rules (38-71-770)

7.5 Small employer medical plans
Definition of small employer (38-71-920, 1340)
Benefit plans offered
Health care center (HMO) plans
Small employer carrier plans
Eligibility of employees
Renewability

7.6 Health savings accounts (HSAs)

7.7 Health Reimburse Arrangements (HRAs)
### 8.0 Dental Insurance 3%

#### 8.1 Types of dental treatment
- Diagnostic and preventive
- Restorative
- Oral surgery
- Endodontics
- Periodontics
- Prosthodontics
- Orthodontics

#### 8.2 Indemnity plans
- Choice of providers
- Scheduled versus nonscheduled plans
- Benefit categories
  - Diagnostic/preventive services
  - Basic services
  - Major services
- Deductibles and coinsurance
- Combination plans
- Exclusions
- Limitations
- Predetermination of benefits

#### 8.3 Employer group dental expense
- Integrated deductibles versus stand-alone plans
- Minimizing adverse selection

### 9.0 Insurance for Senior Citizens and Special Needs Individuals 12%

#### 9.1 Medicare
- Nature, financing and administration
- Part A — Hospital Insurance
  - Individual eligibility requirements
  - Enrolment
  - Coverage and cost-sharing amounts
- Part B — Medical Insurance
  - Individual eligibility requirements
  - Enrolment
  - Coverage and cost-sharing amounts
  - Exclusions
  - Claims terminology and other key terms
- Part C — Medicare Advantage
- Part D — Prescription Drug Insurance

#### 9.2 Medicare supplements (Reg 69-46)
- Purpose (Sec 1)
- Open enrollment (Sec 11)
- Standardized Medicare supplement plans (Sec 8)
- Core benefits (B)
- Additional benefits (C)
- South Carolina regulations and required provisions
  - Advertising (Sec 19)
  - Standards for marketing (Sec 20)
  - Permitted compensation arrangements (Sec 16)
  - Appropriateness of recommended purchase
    - and excessive insurance (Sec 21)
  - Required disclosure provisions (Sec 17)
  - Guaranteed issue for eligible persons (Sec 12)
  - Reporting of multiple policies (Sec 22)
  - Buyer’s guide (Sec 17(A)(6))
  - Right to return (Sec 17(A)(5))
  - Replacement (Sec 18, 23)
  - Benefit standards (Sec 8(A))
  - Pre-existing conditions (Sec 8(A)(1))
  - Outline of coverage (Sec 17(D))
  - Prohibited practices (Sec 20(B))

### 9.3 Other options for individuals with Medicare
- Employer group health plans
- Disabled employees
- Employees with kidney failure
- Individuals age 65 or older
- Medicaid
  - Eligibility
  - Benefits

#### 9.4 Long-term care (LTC) insurance (Reg 69-44)
- Eligibility for benefits
- Levels of care
  - Skilled care
  - Intermediate care
  - Custodial care
  - Home health care (69-44-12)
  - Adult day care
  - Respite care
  - Benefit periods
  - Benefit amounts
  - Optional benefits
  - Guarantee of insurability
  - Return of premium
  - Qualified LTC plans
  - Exclusions (Reg 69-44 Sec 6(B))
  - Underwriting considerations
  - South Carolina regulations and required provisions
    - Renewability (Reg 69-44 Sec 6)
    - Outline of coverage (Reg 69-44 Sec 9)
    - Required disclosure provisions (Reg 69-44 Sec 8)/Free look period (38-72-60(F)(1))
    - Replacement (Reg 69-44 Sec 5)
    - Inflation protection (Reg 69-44 Sec 3(F))

#### 9.5 South Carolina Health Insurance Pool (38-74-10-90)
- Eligibility (38-74-30)
- Coverages and limits
- Exclusions

### 10.0 Federal Tax Considerations for Health Insurance 2%

#### 10.1 Personally-owned health insurance
- Disability income insurance
- Medical expense insurance
- Long-term care insurance

#### 10.2 Employer group health insurance
- Medical, disability and dental expense
- Long-term care insurance
- Accidental death and dismemberment

### REFERENCE LIST

The following list of reference materials were used to verify the accuracy of the test items for the examinations. They are listed for the purpose of test validation and do NOT constitute an endorsement or recommendation by PSI or the South Carolina Department of Insurance. Other publications are also available to study for the examinations.

This examination is CLOSED BOOK. The following reference material is not allowed in the examination center:

1.0 Insurance Regulation 15%

1.1 Licensing

Process (38-43-100)

Types of licensees

Producer (38-43-10, 30)
Nonresident (38-43-70)
Broker (38-45-10, 38-45-20)

Maintenance and duration (38-43-110)

Reinstatement (38-43-110(B))

Reporting of actions (38-43-247)

Change of address (38-43-107)

Assumed names (38-43-10(C))

Continuing education (38-43-106; 69-50)

Disciplinary actions

Cease and desist order (38-59-20, 38-59-270)

Hearings (38-3-170; 38-57-200)

Penalties (38-2-10-30, 38-43-130)

1.2 State regulation

Director's general duties and powers (38-3-60, 110)

Company regulation

Certificate of authority (38-5-80)

Solvency (38-5-120)

Unfair claims settlement practices (38-59-20)

Examination of books and records (38-13-10-30)

Appointment (38-43-40, 50)

Termination of appointment (38-43-55)

Producer regulation

Commissions (38-43-200, 38-75-1000)

Records maintenance (38-43-250)

Misappropriation of funds (38-43-130, 240, 420)

Blank forms (38-43-260)

Sharing commissions (38-43-200)

Representing an unauthorized insurer (38-43-160-180)

Unfair and prohibited practices (38-43-130)

Misrepresentation (38-57-40)

False advertising (38-57-50)

Defamation (38-57-90)

Boycott, coercion and intimidation (38-57-100)

False financial statements (38-57-80)

Unfair discrimination (38-55-50)

Rebating (38-57-130)

Twisting (38-57-60)

Free insurance (38-57-170)

Prohibited inducements (38-57-130, 150)

Insurance fraud act (38-55-510-590)

Consumer information privacy regulation (Reg 69-58 Sec 1-16)

1.3 Federal regulation

Fair Credit Reporting Act (15 USC 1681-1681d)

Fraud and false statements (18 USC 1033, 1034)

2.0 General Insurance 5%

2.1 Concepts

Risk management key terms

Risk

Exposure

Hazard

Peril

Loss

Methods of handling risk

Avoidance

Retention

Sharing

Reduction

Transfer

Elements of insurable risks

Adverse selection

Law of large numbers

Reinsurance

2.2 Insurers

Types of insurers

Stock companies

Mutual companies

Fraternal benefit societies

Lloyd's associations

Risk retention groups

Definition and purpose of captive companies

Self-insured funds

Private versus government insurers

Authorized versus unauthorized insurers

Domestic, foreign and alien insurers

Financial status (independent rating services)

Marketing (distribution) systems

2.3 Producers and general rules of agency

Insurer as principal

Producer/insurer relationship
Authority and powers of producers

Express
Implied
Apparent
Responsibilities to the applicant/insured

2.4 Contracts
Elements of a legal contract
Offer and acceptance
Consideration
Competent parties
Legal purpose
Distinct characteristics of an insurance contract
Contract of adhesion
Aleatory contract
Unilateral contract
Conditional contract
Legal interpretations affecting contracts
Ambiguities in a contract of adhesion
Reasonable expectations
Indemnity
Utmost good faith
Representations/misrepresentations
Warranties
Concealment
Fraud
Waiver and estoppel

3.0 Casualty Insurance Basics  16%

3.1 Principles and concepts
Insurable interest
Underwriting
Function
Loss ratio
Rates
Types
Loss costs
Components
Hazards
Physical
Moral
Morale
Legal
Negligence
Elements of a negligent act
Defenses against negligence
Damages
Compensatory — special versus general
Punitive
Absolute liability
Strict liability
Vicarious liability

3.2 Policy structure
Declarations
Definitions
Insuring agreement or clause
Additional/supplementary coverage
Conditions
Exclusions
Endorsements

3.3 Common policy provisions
Insureds — named, first named, additional
Policy period
Policy territory

CANCELLATION AND NONRENEWAL
Deductibles
Other insurance
Nonconcurrency
Primary and excess
Pro rata
Contribution by equal shares
LIMTS OF LIABILITY
Per occurrence (accident)
Per person
Aggregate — general versus products — completed operations
SPLIT
Combined single
Policy limits
Restoration/nonreduction of limits
Named insured provisions
DUTIES AFTER LOSS
Insurer provisions
Liberalization
Subrogation
Claim settlement options
DUTY TO DEFEND

3.4 South Carolina laws, regulations and required provisions
South Carolina Property and Casualty Insurance Guaranty Association (38-31-10-170)
Cancellation, nonrenewal and renewal (38-75-730, 740, 750)

4.0 Homeowners ('11) Policy  9%

4.1 Coverage forms
HO-2 through HO-6, HO-8, Mobile Homeowner

4.2 Definitions

4.3 Section II — Liability coverages
Coverage E — Personal liability
Coverage F — Medical payments to others
Additional coverages

4.4 Exclusions

4.5 Conditions

4.6 Selected endorsements
Special provisions — South Carolina (HO 01 39)
Limited fungi, wet or dry rot, or bacteria coverage (HO 04 26, HO 04 27)
Permitted incidental occupancies (HO 04 42)
Home day care (HO 04 97)
Business pursuits (HO 24 71)
Watercraft (HO 24 75)
Personal injury (HO 24 82)
Water back-up (HO 04 95)

5.0 Auto Insurance  25%

5.1 Laws
South Carolina Motor Vehicle Financial Responsibility Act (RL Title 56, Chapter 9)
Required limits of liability (38-77-140)
Uninsured/underinsured motorist (38-77-140, 150-170, 180-230, 260)
Definitions
Bodily injury
Property damage
Required limits
Cancellation/nonrenewal (38-77-120-124, 390; RL 56-10-280)
Reasons
Notice

5.2 Personal ('05) auto policy
Definitions
Liability coverage
Bodily injury and property damage
Supplementary payments
Exclusions
Medical payments coverage
Uninsured/underinsured motorists coverage
Duties after an accident or loss
General provisions
Selected endorsements
Amendment of policy provisions — South Carolina (PP 01 78)
Towing and Labor costs (PP 03 03)
Extended non-owned coverage (PP 03 06)
Miscellaneous type vehicle (PP 03 23)
Underinsured motorist (PP 03 11)

5.3 Commercial auto ('13)
Commercial auto coverage forms
Business auto
Garage
Business auto physical damage
Truckers
Motor carrier
Coverage form sections
Covered autos
Liability coverage
Garagekeepers coverage
Physical damage coverage
Exclusions
Conditions
Definitions
Uninsured/underinsured motorists coverage
Selected endorsements
Lessor – additional insured and loss payee (CA 20 01)
Employees as insureds (CA 99 33)
Auto medical payments coverage (CA 99 03)
Hired autos specified as covered autos you own (CA 99 16)
Individual named insured (CA 99 17)
Drive other car coverage (DOC)

6.0 Commercial Package Policy (CPP) 9%
6.1 Components of a commercial policy
Common policy declarations
Common policy conditions
One or more coverage parts
6.2 Commercial general liability ('13)
Commercial general liability coverage forms
Bodily injury and property damage liability
Personal and advertising injury liability
Medical payments
Exclusions
Supplementary payments
Who is an insured
Limits of insurance
Conditions
Definitions
Occurrence versus claims-made
Claims-made features
Trigger
Retroactive date
Extended reporting periods — basic versus supplemental
Claim information
Premises and operations
Products and completed operations
Insured contract

6.3 Commercial crime ('06)
General definitions
Burglary
Theft
Robbery
Crime coverage forms
Commercial crime coverage forms
(discovery/loss sustained)
Government crime coverage forms
(discovery/loss sustained)
Coverages
Employee theft
Forgery or alteration
Inside the premises – theft of money and securities
Inside the premises – robbery or safe burglary of other property
Outside the premises
Computer fraud
Funds transfer fraud
Money orders and counterfeit money
Other crime coverage
Extortion – commercial entities (CR 04 03)

6.4 Farm coverage
Farm liability coverage form ('06)
Coverage H — Bodily injury and property damage liability
Coverage I — Personal and advertising injury liability
Coverage J — Medical payments
Exclusions
Additional coverages
Limits of insurance
Conditions
Definitions

7.0 Businessowners ('10) Policy — Liability 5%
7.1 Characteristics and purpose
7.2 Businessowners Section II — Liability
Coverage
Exclusions
Who is an insured
Limits of insurance
General conditions
Definitions

7.3 Businessowners Section III — Common Policy Conditions

7.4 Selected endorsements
Hired auto and non-owned auto liability (BP 04 04)

Optional coverages

8.0 Workers Compensation Insurance 10%
8.1 Workers compensation laws
Types of laws
Monopolistic versus competitive
Compulsory versus elective
South Carolina Workers' Compensation Law (RL Title 42)
Exclusive remedy (RL 42-1-540)
Employment covered (required, voluntary)
(RL 42-1-130 150, 310, 360)
Covered injuries (RL 42-1-160; RL 42-9-60; RL 42-15-20, 40)
Occupational disease (RL 42-11-10)
Benefits provided (RL 42-9-10 30, 200, 260, 290; RL 42-13-90; RL 42-15-10, 60-70)
8.2 Workers compensation and employers liability insurance policy

- General section
- Part One — Workers compensation insurance
- Part Two — Employers liability insurance
- Part Three — Other states insurance
- Part Four — Your duties if injury occurs
- Part Five — Premium
- Part Six — Conditions
- Selected endorsement
- Voluntary compensation

8.3 Premium computation

- Job classification — payroll and rates
- Experience modification factor
- Premium discounts
- Participation (dividend) plans
- Audit

8.4 Sources of coverage

- South Carolina Workers’ Compensation Uninsured
- Employers’ Fund (RL 42-7-200)
- South Carolina residual workers compensation
- Voluntary market
- Self-insured funds
- Captive companies

9.0 Surety and Fidelity 2%

9.1 Surety bonds

- Nature of surety bonds
  - Surety bonds versus insurance
  - Parties of a surety bond — Principal, obligee, surety
- Contract bonds
- Purpose of license and permit bonds
- Public official bonds
- Judicial bonds
- Fiduciary bonds

9.2 Fidelity coverages

- Nature of fidelity bonds
- Employee theft coverage
- Financial institution bonds
- Public employee bonds

10.0 Other Coverages and Options 4%

10.1 Umbrella/excess liability policies

- Personal (DL 98 01)
- Commercial (CU 00 01)

10.2 Specialty liability insurance

- Errors and omissions
- Professional liability
- Directors and officers liability
- Fiduciary liability
- Liquor liability
- Employment practices liability
- Identity Fraud Expense Coverage (BP 14 01, HO 04 55)
- Employee Benefits Liability Coverage (CU 04 03)

10.3 Surplus lines

- Definitions and markets
- Licensing requirements

10.5 Other policies

- Boatowners

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South Carolina Commercial Lines Adjuster Series 19-24
100 questions - 2 hour time limit

1.0 Insurance Regulation 10%

1.1 Director’s general duties and powers (38-3-60, 110)
1.2 Licensing requirements
  - Qualifications (38-47-10)
  - Nonresident (38-47-20)
  - Emergency adjuster permit (Reg 69-1)
1.3 Maintenance and duration (38-47-40)
  - Change of address (38-47-15)
1.4 Disciplinary actions
  - Cease and desist order (38-59-20, 38-59-270)
  - Hearings (38-3-170; 38-57-200)
  - Penalties (38-2-10-30; 38-47-70)
1.5 Claim settlement laws and regulations (38-59-20)
1.6 Federal regulation
  - Fraud and false statements (18 USC 1033, 1034)

2.0 Insurance Basics 14%

2.1 Contract basics
  - Elements of a legal contract
  - Offer and acceptance
  - Consideration
  - Competent parties
  - Legal purpose
  - Distinct characteristics of an insurance contract
  - Contract of adhesion
  - Aleatory contract
  - Personal contract
  - Bilateral contract
  - Conditional contract
  - Legal interpretations affecting contracts
  - Ambiguities in a contract of adhesion
  - Reasonable expectations
Indemnity
Utmost good faith
Representations/misrepresentations
Warranties
Concealment
Fraud
Waiver and estoppel

2.2 Insurance principles and concepts
Insurable interest
Hazards
Physical
Moral
Morale
Negligence
Elements of a negligent act
Defenses against negligence
Damages
Compensatory — special versus general
Punitive
Absolute liability
Strict liability
Vicarious liability
Causes of loss (perils)
Named perils versus special (open) perils
Direct loss
Consequential or indirect loss
Blanket versus specific insurance
Basic types of construction
Loss valuation
Actual cash value
Replacement cost
Functional replacement cost
Market value
Agreed value
Stated amount

2.3 Policy structure
Declarations
Definitions
Insuring agreement or clause
Additional/supplementary coverage
Conditions
Exclusions
Endorsements

2.4 Common policy provisions
Insureds — named, first named, additional
Policy period
Policy territory
Cancellation and nonrenewal
Deductibles
Other insurance
Nonconcurrency
Primary and excess
Pro rata
Contribution by equal shares
Limits of liability
Per occurrence (accident)
Per person
Aggregate — general versus products — completed operations
Split
Combined single
Restoration/nonreduction of limits
Coinsurance

Vacancy or unoccupancy
Named insured provisions
Duties after loss
Assignment
Abandonment
Insurer provisions
Liberalization
Subrogation
 Salvage
Claim settlement options
Duty to defend
Third-party provisions
Standard mortgage clause
Loss payable clause
No benefit to the bailee

2.5 South Carolina laws, regulations and required provisions
South Carolina Valued Policy Law (38-75-20, 30)
South Carolina Property and Casualty Insurance Guaranty Association (38-31-10-170)
Cancellation, nonrenewal and renewal (38-75-710-790)
Insurance fraud act (38-55-510-590)
Arbitration of property damage liability claims (38-77-710-770)
Federal Terrorism Insurance Program (15 USC 6701; Public Law 107-297, 109-144, 110-160)

3.0 Adjusting Losses 20%
3.1 Role of the adjuster
Duties and responsibilities
Staff and independent adjuster versus public adjuster
Relationship to the legal profession

3.2 Claim reporting
Claim investigation
Claim file documentation of events
Types of reports
Initial or first field
Interim or status
Full formal

3.3 Property losses
Duties of insured after a loss
Notice to insurer
Minimizing the loss
Proof of loss
Special requirements
Production of books and records
Abandonment
Determining value and loss
Burden of proof of value and loss
Estimates
Depreciation
Salvage
Claim settlement options
Payment and discharge

3.4 Liability losses
Investigation procedures
Verify coverage
Determine liability
Gathering evidence
Physical evidence
Witness statements
Determining value of intangible damages

3.5 Coverage problems
Dealing with coverage disputes
<table>
<thead>
<tr>
<th>Section</th>
<th>Subsections</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.6 Claims adjustment procedures</td>
<td>Settlement procedures, advance payments, execution of releases, subrogation procedures, alternative dispute resolution, appraisal, arbitration, competitive estimates, mediation, negotiation</td>
</tr>
<tr>
<td>4.0 Auto Insurance 14%</td>
<td>South Carolina Motor Vehicle Financial, required limits of liability, uninsured/underinsured motorist, definitions, bodily injury, property damage, required limits, cancellation/nonrenewal, constructive total loss, arbitration</td>
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<tr>
<td>4.1 Laws</td>
<td>Laws, commercial auto ('10), commercial auto coverage forms, business auto, garage, business auto physical damage, truckers, motor carrier, coverage form sections, liability coverage, garagekeepers coverage, physical damage coverage, exclusions, conditions, definitions, selected endorsements</td>
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<tr>
<td>5.0 Commercial Package Policy (CPP) 17%</td>
<td>Components of a commercial policy, common policy declarations, common policy conditions, interline endorsements, one or more coverage parts, commercial general liability ('07), commercial package policy conditions, interline endorsements, one or more coverage parts</td>
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<tr>
<td>5.1 Components of a commercial policy</td>
<td>Common policy declarations, common policy conditions, interline endorsements, one or more coverage parts</td>
</tr>
<tr>
<td>5.2 Commercial general liability ('07)</td>
<td>Occurrence versus claims-made, claims-made features, trigger, retroactive date, extended reporting periods — basic versus supplemental, claim information, premises and operations, products and completed operations, insured contract</td>
</tr>
<tr>
<td>5.3 Commercial property ('07)</td>
<td>Commercial property conditions form, coverage forms, building and personal property, condominium association, condominium commercial unit-owners, builders risk, business income, legal liability, extra expense, causes of loss forms, basic, broad, special, selected endorsements, ordinance or law (CP 04 05), spoilage (CP 04 40), peak season limit of insurance (CP 12 30), value reporting form (CP 13 10)</td>
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<tr>
<td>5.4 Commercial crime ('06)</td>
<td>General definitions, burglary, theft, robbery, crime coverage forms, commercial crime coverage forms (discovery/loss sustained), government crime coverage forms (discovery/loss sustained), coverages, employee theft, forgery or alteration, inside the premises — theft of money and securities, inside the premises — robbery or safe burglary of other property, outside the premises, computer fraud, funds transfer fraud, money orders and counterfeit money, other crime coverage, extortion — commercial entities (CR 04 03)</td>
</tr>
</tbody>
</table>
Utility services — direct damage (BP 04 56)
Utility services — time element (BP 04 57)

7.0 Workers Compensation Insurance 4%

7.1 Workers compensation laws
Types of laws
Monopolistic versus competitive
Compulsory versus elective
South Carolina Workers' Compensation Law (RL Title 42)
Exclusive remedy (RL 42-1-540)
Employment covered (required, voluntary) (RL 42-1-130-150, 310, 360)
Covered Injuries (RL 42-1-160; RL 42-9-60; RL 42-15-20, 40)
Occupational disease (RL 42-11-10)
Benefits provided (RL 42-9-10-30, 200, 260, 290; RL 42-13-90; RL 42-15-10, 60-70)

7.2 Workers compensation and employers liability insurance policy
General section
Part One — Workers compensation insurance
Part Two — Employers liability insurance
Part Three — Other states insurance
Part Four — Your duties if injury occurs
Part Five — Premium
Part Six — Conditions
Selected endorsement
Voluntary compensation

7.3 Sources of coverage
South Carolina Workers' Compensation Uninsured Employers' Fund (RL 42-7-200)
Self-insured employers (RL 42-5-20, 50)
South Carolina residual workers compensation
Voluntary market

8.0 Marine Insurance 3%

8.1 Hull coverage
Characteristics and purpose
Assured
Agreed value
Deductible (or deductible average clause)
Premium, return of premium and nonpayment of premium
Adventure
Causes of loss
Claims (general provisions)
General average and salvage
Sue and labor
Collision liability
Limitations of liability
Pilotage and towage
Change of ownership
Additional insurances
War, strikes, and related exclusions

8.2 Cargo coverage
Characteristics and purpose
Types of cargo losses
Total loss — actual total loss versus constructive total loss
Partial loss — particular average versus general average
Sue and labor expenses
Salvage charges and awards

8.3 Protection and indemnity insurance
Insuring agreements
Indemnity principle
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**NFIP Dwelling Policy Form - Standard Flood Insurance Policy, FEMA, www.fema.gov**


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<table>
<thead>
<tr>
<th>Topic</th>
<th>Reference</th>
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<tr>
<td>Other provisions</td>
<td>NFIP Dwelling Policy Form - Standard Flood Insurance Policy, FEMA, <a href="http://www.fema.gov">www.fema.gov</a></td>
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**South Carolina Crop Hail Insurance Adjuster Series 19-13**

50 questions - 1 hour time limit

<table>
<thead>
<tr>
<th>Section</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>1.0 Insurance Regulation 18%</td>
<td></td>
</tr>
<tr>
<td>Director’s general duties and powers (38-3-60, 110)</td>
<td></td>
</tr>
<tr>
<td>Licensing requirements</td>
<td></td>
</tr>
<tr>
<td>Qualifications (38-47-10)</td>
<td></td>
</tr>
<tr>
<td>Nonresident (38-47-20)</td>
<td></td>
</tr>
<tr>
<td>Emergency adjuster permit (Reg 69-1)</td>
<td></td>
</tr>
<tr>
<td>Maintenance and duration (38-47-40)</td>
<td></td>
</tr>
<tr>
<td>Change of address (38-47-15)</td>
<td></td>
</tr>
<tr>
<td>Disciplinary actions</td>
<td></td>
</tr>
<tr>
<td>Cease and desist order (38-59-20, 38-59-270)</td>
<td></td>
</tr>
<tr>
<td>Hearings (38-3-170; 38-57-200)</td>
<td></td>
</tr>
<tr>
<td>Penalties (38-2-10-30; 38-47-70)</td>
<td></td>
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<tr>
<td>Suspension, revocation or cancellation (38-47-70)</td>
<td></td>
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<tr>
<td>Claim settlement laws and regulations (38-59-20)</td>
<td></td>
</tr>
<tr>
<td>Federal Regulation</td>
<td></td>
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<tr>
<td>Fraud and false statements (18 USC 1033, 1034)</td>
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</tbody>
</table>

| 2.0 Crop Insurance 58% | 
| Eligibility | 
| Insureds | 
| Insurable crops | 
| Application | 
| Binder | 
| Declarations section | 
| Required signatures | 
| Required information | 
| Terms of coverage | 
| Effective date | 
| Inception of coverage | 
| Expiration | 
| Cancellation |
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**South Carolina Crop Insurance Producer Series 19-22**

50 questions - 1 hour time limit

1.0 Insurance Regulation 15%

- Licensing
  - Process (38-43-100)
  - Types of licensees
    - Producer (38-43-10)
    - Nonresident (38-43-70)
    - Temporary (38-43-102)
    - Broker (38-45-10)
- Maintenance and duration
  - Change of address (38-43-107)
  - Reinstatement (38-43-110(B))
  - Reporting of actions (38-43-247)
  - Continuing education (38-43-106; 69-50)
- Disciplinary actions
  - Cease and desist order (38-59-20, 38-59-270)
  - Hearings (38-3-170; 38-57-200)
  - Penalties (38-2-10 30, 38-43-130)

State Regulation

- Director’s general duties and powers (38-3-60, 110)
- Company regulation
  - Certificate of authority (38-5-80)
  - Solvency (38-5-120)
  - Unfair claims settlement practices (38-59-20)
  - Examination of books and records (38-13-10-30)
  - Appointment (38-43-40, 50)
  - Termination of appointment (38-43-55)
- Producer regulation
  - Commissions (38-43-200, 38-75-1000)
  - Record maintenance (38-43-250)
  - Fraud to act as fiduciary (38-43-240)
  - Blank forms (38-43-260)
  - Sharing commissions (38-43-200)
  - Representing an unauthorized insurer (38-43-160-180)
- Unfair and prohibited practices (38-43-130)
  - Misrepresentation (38-57-40)
  - False advertising (38-57-50)
  - Defamation (38-57-90)
  - Boycott, coercion, and intimidation (38-57-100)
  - False financial statements (38-57-80)
  - Unfair discrimination (38-55-50)
  - Rebating (38-57-130)
  - Prohibited inducements (38-57-130, 150)
  - Twisting (38-57-60)
  - Free insurance (38-57-170)
- Insurance fraud act (38-55-510-590)
- Consumer information privacy regulation (Reg 69-58 Sec 1-16)
- Federal Regulation
  - Fair Credit Reporting Act (15 USC 1681-1681d)
### 2.0 General Insurance 10%

#### Concepts
- Risk management key terms
- Risk
- Exposure
- Hazard
- Peril
- Loss

#### Methods of Handling Risk
- Avoidance
- Retention
- Sharing
- Reduction
- Transfer

#### Elements of insurable risks
- Adverse selection
- Law of large numbers
- Reinsurance

#### Insurers
- Types of insurers
  - Stock companies
  - Mutual companies
  - Fraternal benefit societies
  - Lloyd's associations
  - Captive companies (Title 38, Ch 90)
- Private versus government insurers
- Authorized versus unauthorized insurers
- Domestic, foreign, and alien insurers
- Financial status (independent rating services)

#### Marketing (distribution) systems
- Producers and general rules of agency
- Insurer as principal
- Producer/insurer relationship
- Authority and powers of producers
  - Express
  - Implied
  - Apparent

#### Responsibilities to the applicant/insured

#### Contracts
- Elements of a legal contract
  - Offer and acceptance
  - Consideration
  - Competent parties
  - Legal purpose
- Distinct characteristics of an insurance contract
  - Contract of adhesion
  - Aleatory contract
  - Personal contract
  - Unilateral contract
  - Conditional contract
- Legal interpretations affecting contracts
  - Ambiguities in a contract of adhesion
  - Reasonable expectations
  - Indemnity
  - Utmost good faith

#### 3.0 Crop Insurance 25%

#### Eligibility
- Insureds
- Insurable crops

#### Application
- Binder
- Declarations section
- Required signatures
- Required information

#### Terms of coverage
- Effective date
- Inception of coverage
- Expiration
- Cancellation
- Minimum loss

#### Perils insured against
- Limits of coverage
  - Insurable value
  - Deductibles
  - Reduction of insurance

#### Other provisions
- Replanting clause
- Acreage variation
- Transit coverage
- Fire department service charge
- Pro rata liability clause
- Fire and lightning coverage
- Windrowed crops
- Assignment
- Subrogation

#### Claim settlement practices
- Notice of loss
- Insured's duties after loss
- Appraisal
- Arbitration

#### Mandatory endorsements
- NCIS - 444 Truck and Vine Crops
- NCIS - 578 Tree Fruits
- NCIS - 678 Field Diagram

#### 4.0 Federal Multiple-Peril Crop Insurance Programs 50%

#### Basic crop insurance
- Eligibility
- Insureds
- Insurable crops
- Actuarial document books
- Yield guarantee
- Actual Production History (APH)
- Assigned yield
- Transitional yield
- Coverage level
- Covered causes of loss
- Application
- Basic unit
- Administrative fee
- Production records
- Acreage reporting
- Disqualification of producer
- Life of policy
- Continuous
- Cancellation
- Termination
- Multiple peril policy options
Levels of coverage
Price election
Optional units
High-risk land exclusion
Hail and fire exclusion
Replant payments
Late planting coverage
Prevented planting coverage
Transfer of coverage
Assignment of indemnity
Subrogation
Other provisions
Duties after loss
Insured
Insurer

REFERENCE LIST
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### South Carolina Life Insurance Producer Series 19-01
100 questions - 2-hour time limit

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<th>1.0 Insurance Regulation 20%</th>
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<tr>
<td>Process (38-43-100)</td>
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<tr>
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<td>Broker (38-45-10, 38-45-20)</td>
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<td>Assumed names (38-43-10(C))</td>
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<td>Continuing education (38-43-106; 69-50)</td>
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<td>Penalties (38-2-10-30, 38-43-130)</td>
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1.2 State regulation

| Director’s general duties and powers (38-3-60, 110) |

<table>
<thead>
<tr>
<th>Company regulation</th>
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<td>Certificate of authority (38-5-80)</td>
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<tr>
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<td>Commissions (38-43-200, 38-75-1000)</td>
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<td>Records maintenance (38-43-250)</td>
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<td>Misappropriation of funds (38-43-130, 240, 420)</td>
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<td>Blank forms (38-43-260)</td>
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| Misrepresentation (38-57-40) |
| False advertising (38-57-50) |
| Defamation (38-57-90) |
| Boycott, coercion and intimidation (38-57-100) |
| False financial statements (38-57-80) |
| Unfair discrimination (38-55-50) |
| Rebating (38-57-130) |
| Twisting (38-57-60) |
| Free insurance (38-57-170) |
| Prohibited inducements (38-57-130, 150) |
| Insurance fraud act (38-55-510-590) |
| Consumer information privacy regulation (Reg 69-58 Sec 1-16) |

1.3 Federal regulation

| Fair Credit Reporting Act (15 USC 1681-1681d) |
| Fraud and false statements (18 USC 1033, 1034) |

2.0 General Insurance 10%

2.1 Concepts

| Risk management key terms |

| Risk |
Exposure
Hazard
Peril
Loss
Methods of handling risk
Avoidance
Retention
Sharing
Reduction
Transfer
Elements of insurable risks
Adverse selection
Law of large numbers
Reinsurance
2.2 Insurers
Types of insurers
Stock companies
Mutual companies
Fraternal benefit societies
Lloyd's associations
Alien Captive companies (Title 38, Ch 90-10)
Private versus government insurers
Domestic, foreign and alien insurers
Financial status (independent rating services)
Marketing (distribution) systems
2.3 Producers and general rules of agency
Insurer as principal
Producer/insurer relationship
Authority and powers of producers
Express
Implied
Apparent
Responsibilities to the applicant/insured
2.4 Contracts
Elements of a legal contract
Offer and acceptance
Consideration
Competent parties
Legal purpose
Distinct characteristics of an insurance contract
Contract of adhesion
Aleatory contract
Unilateral contract
Conditional contract
Legal interpretations affecting contracts
Ambiguities in a contract of adhesion
Reasonable expectations
Indemnity
Utmost good faith
Representations/misrepresentations
Warranties
Concealment
Fraud
Waiver and estoppel

3.0 Life Insurance Basics 18%
3.1 Insurable interest
3.2 Personal uses of life insurance
Survivor protection
Estate creation
Cash accumulation
Liquidity
Estate conservation
Viatical settlements
Life settlements
Exemption from claims of creditors (38-63-40, 38-65-90)
3.3 Determining amount of personal life insurance
Human life value approach
Needs approach
Types of information gathered
Determining lump-sum needs
Planning for income needs
3.4 Business uses of life insurance
Buy-sell funding
Key person
Deferred Compensation
Executive bonuses
3.5 Classes of life insurance policies
Group versus individual
Permanent versus term
Participating versus nonparticipating
Fixed versus variable life insurance and annuities
Regulation of variable products (SEC, FINRA and South Carolina) (Reg 69-12 Part A (Art IV), Part B (Art VI))
3.6 Premiums
Factors in premium determination
Mortality
Interest
Expense
Premium payment mode
3.7 Producer responsibilities
Solicitation and sales presentations
Advertising (38-57)
Life and Accident and Health Insurance
Guaranty Association (38-29-130)
Illustrations (Reg 69-40 Sec 5-8)
Policy summary (Reg 69-30(D), (E))
Buyer's guide (Reg 69-30(D), (E), Appendix)
Life insurance policy cost comparison methods
Replacement (38-63-220(b); Reg 69-12.1)
Use and disclosure of insurance information/HIV Consent
Field underwriting
Notice of information practices
Application procedures and timing of initial premium collection
Premium collection
Delivery
Policy review
Effective date of coverage
3.8 Individual underwriting by the insurer
Information sources and regulation
Application
Producer report
Attending physician statement
Investigative consumer (inspection) report
Medical Information Bureau (MIB)
Selection criteria and unfair discrimination (38-57-120(1))
Classification of risks
Preferred
Standard
Substandard
4.0 Life Insurance Policies 17%
4.1 Term life insurance
Level term
Annual renewable term
Level premium term
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<tr>
<td>Limited premium</td>
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<tr>
<td>Single premium</td>
</tr>
<tr>
<td>4.3 Flexible premium policies</td>
</tr>
<tr>
<td>Adjustable life</td>
</tr>
<tr>
<td>Universal life</td>
</tr>
<tr>
<td>Variable life</td>
</tr>
<tr>
<td>Variable Universal life</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>4.4 Specialized policies</td>
</tr>
<tr>
<td>Joint life (first-to-die)</td>
</tr>
<tr>
<td>Survivorship life (second-to-die)</td>
</tr>
<tr>
<td>4.5 Group life insurance</td>
</tr>
<tr>
<td>Characteristics of group plans</td>
</tr>
<tr>
<td>Types of plan sponsors</td>
</tr>
<tr>
<td>Group underwriting requirements</td>
</tr>
<tr>
<td>Conversion to individual policy (38-65-210(8-10))</td>
</tr>
<tr>
<td>4.6 Credit life insurance (individual versus group)</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>5.0 Life Insurance Policy Provisions, Options and Riders 23%</td>
</tr>
<tr>
<td>5.1 Required provisions (38-63-220)</td>
</tr>
<tr>
<td>Modifications (c)</td>
</tr>
<tr>
<td>Right to examine (free look) (b)</td>
</tr>
<tr>
<td>Payment of premiums (h)</td>
</tr>
<tr>
<td>Grace period (i)</td>
</tr>
<tr>
<td>Reinstatement (j)</td>
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<tr>
<td>Incontestability (d)</td>
</tr>
<tr>
<td>Misstatement of age or gender (e)</td>
</tr>
<tr>
<td>Interest on insurance proceeds (f)</td>
</tr>
<tr>
<td>Entire contract (38-63-210)</td>
</tr>
<tr>
<td>Exclusions (38-63-225)</td>
</tr>
<tr>
<td>5.2 Beneficiaries</td>
</tr>
<tr>
<td>Designation options</td>
</tr>
<tr>
<td>Individuals</td>
</tr>
<tr>
<td>Classes</td>
</tr>
<tr>
<td>Estates</td>
</tr>
<tr>
<td>Minors</td>
</tr>
<tr>
<td>Trusts</td>
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<tr>
<td>Succession</td>
</tr>
<tr>
<td>Revocable versus irrevocable</td>
</tr>
<tr>
<td>Common Disaster clause</td>
</tr>
<tr>
<td>Spendthrift clause</td>
</tr>
<tr>
<td>5.3 Settlement options</td>
</tr>
<tr>
<td>Cash payment</td>
</tr>
<tr>
<td>Interest only</td>
</tr>
<tr>
<td>Fixed-period installments</td>
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</tr>
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</tr>
<tr>
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<td>Joint and survivor</td>
</tr>
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<td>5.4 Nonforfeiture options</td>
</tr>
<tr>
<td>Cash surrender value SC 38-63-520 (6)</td>
</tr>
<tr>
<td>Extended term</td>
</tr>
<tr>
<td>Reduced paid-up insurance</td>
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<td>5.5 Policy loan and withdrawal options</td>
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<tr>
<td>Cash loans</td>
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<td>Automatic premium loans</td>
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<tr>
<td>Withdrawals or partial surrenders</td>
</tr>
<tr>
<td>5.6 Dividend options</td>
</tr>
<tr>
<td>Cash payment</td>
</tr>
<tr>
<td>Reduction of premium payments</td>
</tr>
<tr>
<td>Accumulation at interest</td>
</tr>
<tr>
<td>One-year term option</td>
</tr>
<tr>
<td>Paid-up additions</td>
</tr>
<tr>
<td>5.7 Disability riders</td>
</tr>
<tr>
<td>Waiver of premium</td>
</tr>
<tr>
<td>Waiver of cost of insurance</td>
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<tr>
<td>Disability income benefit</td>
</tr>
<tr>
<td>Payor benefit life/disability (juvenile insurance)</td>
</tr>
<tr>
<td>5.8 Accelerated (living) benefit provisions/riders</td>
</tr>
<tr>
<td>Conditions for payment</td>
</tr>
<tr>
<td>Effect on death benefit</td>
</tr>
<tr>
<td>5.9 Riders covering additional insureds</td>
</tr>
<tr>
<td>Spouse/other-insured term rider</td>
</tr>
<tr>
<td>Children's term rider</td>
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<tr>
<td>5.10 Riders affecting the death benefit amount</td>
</tr>
<tr>
<td>Accidental death</td>
</tr>
<tr>
<td>Guaranteed insurability</td>
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<tr>
<td>Cost of living</td>
</tr>
<tr>
<td>Ownership</td>
</tr>
<tr>
<td>Assignment</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>6.0 Annuities 9%</td>
</tr>
<tr>
<td>6.1 Annuity principles and concepts</td>
</tr>
<tr>
<td>Accumulation period versus annuity period</td>
</tr>
<tr>
<td>Owner, annuitant and beneficiary</td>
</tr>
<tr>
<td>Insurance aspects of annuities</td>
</tr>
<tr>
<td>6.2 Immediate versus deferred annuities</td>
</tr>
<tr>
<td>Single premium immediate annuities (SPIAs)</td>
</tr>
<tr>
<td>Deferred annuities</td>
</tr>
<tr>
<td>Premium payment options</td>
</tr>
<tr>
<td>Nonforfeiture</td>
</tr>
<tr>
<td>Surrender and withdrawal charges</td>
</tr>
<tr>
<td>Death benefits</td>
</tr>
<tr>
<td>6.3 Annuity (benefit) payment options</td>
</tr>
<tr>
<td>Life contingency options</td>
</tr>
<tr>
<td>Pure life versus life with guaranteed minimum</td>
</tr>
<tr>
<td>Single life versus multiple life</td>
</tr>
<tr>
<td>Annuities certain (types)</td>
</tr>
<tr>
<td>6.4 Annuity products</td>
</tr>
<tr>
<td>Fixed annuities</td>
</tr>
<tr>
<td>General account assets</td>
</tr>
<tr>
<td>Interest rate guarantees (minimum versus current)</td>
</tr>
<tr>
<td>Level benefit payment amount</td>
</tr>
<tr>
<td>Equity indexed annuities</td>
</tr>
<tr>
<td>6.5 Uses of annuities</td>
</tr>
<tr>
<td>Lump-sum settlements</td>
</tr>
<tr>
<td>Qualified retirement plans</td>
</tr>
<tr>
<td>Group versus individual annuities</td>
</tr>
<tr>
<td>Personal uses</td>
</tr>
<tr>
<td>Individual retirement plans (IRAs)</td>
</tr>
<tr>
<td>Tax-deferred growth</td>
</tr>
<tr>
<td>Retirement income</td>
</tr>
<tr>
<td>Education funds</td>
</tr>
<tr>
<td>7.0 Federal Tax Considerations for Life Insurance and Annuities 3%</td>
</tr>
<tr>
<td>7.1 Taxation of personal life insurance</td>
</tr>
<tr>
<td>Amounts available to policyowner</td>
</tr>
<tr>
<td>Cash value increases</td>
</tr>
<tr>
<td>Dividends</td>
</tr>
<tr>
<td>Policy loans</td>
</tr>
<tr>
<td>Surrenders</td>
</tr>
<tr>
<td>Amounts received by beneficiary</td>
</tr>
</tbody>
</table>
REFERENCE LIST

The following list of reference materials were used to verify the accuracy of the test items for the examinations. They are listed for the purpose of test validation and do NOT constitute an endorsement or recommendation by PSI or the South Carolina Department of Insurance. Other publications are also available to study for the examinations.

This examination is CLOSED BOOK. The following reference material is not allowed in the examination center:


South Carolina Life, Accident and Health Insurance Producer Series 19-03
150 questions - 165-minute time limit

1.0 Insurance Regulation 15%
1.1 Licensing
Process (38-43-100)

Types of licensees
Producer (38-43-10, 30)
Nonresident (38-43-70)
Broker (38-45-10, 38-45-20)
Maintenance and duration (38-43-110)
Reinstatement (38-43-110(B))
Reporting of actions (38-43-247)
Change of address (38-43-107)
Assumed names (38-43-10(C))
Continuing education (38-43-106; 69-50)

Disciplinary actions
Cease and desist order (38-59-20, 38-59-270)
Hearings (38-3-170; 38-57-200)
Penalties (38-2-10-30, 38-43-130)

1.2 State regulation
Director’s general duties and powers (38-3-60, 110)

Company regulation
Certificate of authority (38-5-80)
Solvency (38-5-120)
Unfair claims settlement practices (38-59-20)
Examination of books and records (38-13-10-30)
Appointment (38-43-40, 50)
Termination of appointment (38-43-55)

Producer regulation
Commissions (38-43-200, 38-75-1000)
Records maintenance (38-43-250)
Misappropriation of funds (38-43-130, 240, 420)
Blank forms (38-43-260)
Sharing commissions (38-43-200)

Representing an unauthorized insurer (38-43-160-180)

Unfair and prohibited practices (38-43-130)
Misrepresentation (38-57-40)
False advertising (38-57-50)
Defamation (38-57-90)
Boycott, coercion and intimidation (38-57-100)
False financial statements (38-57-80)
Unfair discrimination (38-55-50)
Rebating (38-57-130)
Twisting (38-57-60)
Free insurance (38-57-170)
Prohibited inducements (38-57-130, 150)
Insurance fraud act (38-55-510-590)
Consumer information privacy regulation (Reg 69-58 Sec 1-16)

1.3 Federal regulation

Fair Credit Reporting Act (15 USC 1681-1681d)
Fraud and false statements (18 USC 1033, 1034)

2.0 General Insurance 5%

2.1 Concepts
Risk management key terms
Risk
Exposure
Hazard
Peril
Loss

Methods of handling risk
Avoidance
Retention
Sharing
Reduction
Transfer

Elements of insurable risks
<table>
<thead>
<tr>
<th>3.0 Life Insurance Basics 9%</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.1 Insurable interest</td>
</tr>
<tr>
<td>3.2 Personal uses of life insurance</td>
</tr>
<tr>
<td>Survivor protection</td>
</tr>
<tr>
<td>Estate creation</td>
</tr>
<tr>
<td>Cash accumulation</td>
</tr>
<tr>
<td>Liquidity</td>
</tr>
<tr>
<td>Estate conservation</td>
</tr>
<tr>
<td>Viatical settlements</td>
</tr>
<tr>
<td>Life settlements</td>
</tr>
<tr>
<td>Exemption from claims of creditors (38-63-40, 38-65-90)</td>
</tr>
<tr>
<td>3.3 Determining amount of personal life insurance</td>
</tr>
<tr>
<td>Human life value approach</td>
</tr>
<tr>
<td>Needs approach</td>
</tr>
<tr>
<td>Types of information gathered</td>
</tr>
<tr>
<td>Determining lump-sum needs</td>
</tr>
<tr>
<td>Planning for income needs</td>
</tr>
<tr>
<td>3.4 Business uses of life insurance</td>
</tr>
<tr>
<td>Buy-sell funding</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3.5 Classes of life insurance policies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group versus individual</td>
</tr>
<tr>
<td>Permanent versus term</td>
</tr>
<tr>
<td>Participating versus nonparticipating</td>
</tr>
<tr>
<td>Fixed versus variable life insurance and annuities</td>
</tr>
<tr>
<td>Regulation of variable products (SEC, FINRA and South Carolina) (Reg 69-12 Part A (Art IV), Part B (Art VI))</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3.6 Premiums</th>
</tr>
</thead>
<tbody>
<tr>
<td>Factors in premium determination</td>
</tr>
<tr>
<td>Mortality</td>
</tr>
<tr>
<td>Interest</td>
</tr>
<tr>
<td>Expense</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3.7 Producer responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Solicitation and sales presentations</td>
</tr>
<tr>
<td>Advertising (38-57)</td>
</tr>
<tr>
<td>Life and Accident and Health Insurance</td>
</tr>
<tr>
<td>Guaranty Association (38-29-130)</td>
</tr>
<tr>
<td>Illustrations (Reg 69-40 Sec 5-8)</td>
</tr>
<tr>
<td>Policy summary (Reg 69-30(D), (E))</td>
</tr>
<tr>
<td>Buyer’s guide (Reg 69-30(D), (E), Appendix)</td>
</tr>
<tr>
<td>Life insurance policy cost comparison methods</td>
</tr>
<tr>
<td>Replacement (38-63-220(b); Reg 69-12.1)</td>
</tr>
<tr>
<td>Use and disclosure of insurance information/HIV Consent</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3.8 Individual underwriting by the insurer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Information sources and regulation</td>
</tr>
<tr>
<td>Application</td>
</tr>
<tr>
<td>Producer report</td>
</tr>
<tr>
<td>Attending physician statement</td>
</tr>
<tr>
<td>Investigative consumer (inspection) report</td>
</tr>
<tr>
<td>Medical Information Bureau (MIB)</td>
</tr>
<tr>
<td>Selection criteria and unfair discrimination (38-57-120(1))</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4.0 Life Insurance Policies 6%</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.1 Term life insurance</td>
</tr>
<tr>
<td>Annual renewable term</td>
</tr>
<tr>
<td>Level premium term</td>
</tr>
<tr>
<td>Decreasing term</td>
</tr>
<tr>
<td>4.2 Whole life insurance</td>
</tr>
<tr>
<td>Continuous premium (straight life)</td>
</tr>
<tr>
<td>Limited payment</td>
</tr>
<tr>
<td>Single premium</td>
</tr>
<tr>
<td>4.3 Flexible premium policies</td>
</tr>
<tr>
<td>Adjustable life</td>
</tr>
<tr>
<td>Universal life</td>
</tr>
<tr>
<td>Variable life</td>
</tr>
<tr>
<td>Variable Universal life</td>
</tr>
<tr>
<td>4.4 Specialized policies</td>
</tr>
<tr>
<td>Joint life (first-to-die)</td>
</tr>
<tr>
<td>Survivorship life (second-to-die)</td>
</tr>
<tr>
<td>4.5 Group life insurance</td>
</tr>
</tbody>
</table>
Characteristics of group plans
Types of plan sponsors
Group underwriting requirements
Conversion to individual policy (38-65-210(8-10))

4.6 Credit life insurance (individual versus group)

5.0 Life Insurance Policy Provisions, Options and Riders 11%

5.1 Required provisions (38-63-220)
Modifications (c)
Right to examine (free look) (b)
Payment of premiums (h)
Grace period (i)
Reinstatement (j)
Incontestability (d)
Misstatement of age or gender (e)
Interest on insurance proceeds (f)
Entire contract (38-63-210)
Exclusions (38-63-225)

5.2 Beneficiaries
Designation options
Individuals
Classes
Estates
Minors
Trusts
Succession
Revocable versus irrevocable
Common Disaster clause
Spendthrift clause

5.3 Settlement options
Cash payment
Interest only
Fixed-period installments
Fixed-amount installments
Life income
Single life
Life with period certain
Joint and survivor

5.4 Nonforfeiture options
Cash surrender value (SC 38-63-520 (6))
Extended term
Reduced paid-up insurance

5.5 Policy loan and withdrawal options
Cash loans
Automatic premium loans
Withdrawals or partial surrenders

5.6 Dividend options
Cash payment
Reduction of premium payments
Accumulation at interest
One-year term option
Paid-up additions

5.7 Disability riders
Waiver of premium
Waiver of cost of insurance
Disability income benefit
Payor benefit life/disability (juvenile insurance)

5.8 Accelerated (living) benefit provisions/riders
Conditions for payment
Effect on death benefit

5.9 Riders covering additional insureds
Spouse/other-insured term rider
Children's term rider

5.10 Riders affecting the death benefit amount
Accidental death
Guaranteed insurability
Cost of living

Ownership
Assignment

6.0 Annuities 5%

6.1 Annuity principles and concepts
Accumulation period versus annuity period
Owner, annuitant and beneficiary
Insurance aspects of annuities

6.2 Immediate versus deferred annuities
Single premium immediate annuities (SPIAs)
Deferred annuities
Premium payment options
Nonforfeiture
Surrender and withdrawal charges
Death benefits

6.3 Annuity (benefit) payment options
Life contingency options
Pure life versus life with guaranteed minimum
Single life versus multiple life
Annuities certain (types)

6.4 Annuity products
Fixed annuities
General account assets
Interest rate guarantees (minimum versus current)
Level benefit payment amount
Equity indexed annuities

6.5 Uses of annuities
Lump-sum settlements
Qualified retirement plans
Group versus individual annuities
Personal uses
Individual retirement plans (IRAs)
Tax-deferred growth
Retirement income
Education funds

7.0 Federal Tax Considerations for Life Insurance and Annuities 3%

7.1 Taxation of personal life insurance
Amounts available to policyowner
Cash value increases
Dividends
Policy loans
Surrenders
Amounts received by beneficiary
General rule and exceptions
Settlement options
Values included in insured's estate

7.2 Taxation of non-qualified annuities
Individually-owned
Accumulation phase (taxation issues related to withdrawals)
Annuity phase and the exclusion ratio
Distributions at death
Corporate-owned

7.3 Taxation of individual retirement plans (IRAs)
Traditional IRAs
Contributions and distributions
Roth IRAs
Contributions and distributions
### 7.4 Section 1035 exchanges

### 8.0 Health Insurance Basics 8%
#### 8.1 Definitions of perils
- Accidental injury
- Sickness

#### 8.2 Principal types of losses and benefits
- Loss of income from disability
- Medical expense
- Dental expense
- Long-term care expense

#### 8.3 Classes of health insurance policies
- Individual versus group
- Private versus government
- Limited versus comprehensive

#### 8.4 Limited policies
- Limited benefits
- Required notice to insured
- Types of limited policies
  - Accident-only including South Carolina minimum standards
  - Hospital indemnity (income)
  - Blanket insurance (teams, passengers, other)
  - Prescription drugs
  - Vision care
- Specified disease

#### 8.5 Common exclusions from coverage

#### 8.6 Producer responsibilities in individual health insurance
- Marketing requirements
  - Advertising (Reg 69-17)
  - Life and Accident and Health Insurance Guaranty Association (38-29-30)
  - Sales presentations (Reg 69-34.1)
  - Outline of coverage (38-71-550)
- Field underwriting
  - Nature and purpose
  - Disclosure of information about individuals
  - Application procedures
  - Requirements at delivery of policy

#### 8.7 Individual underwriting by the insurer
- Underwriting criteria
- Sources of underwriting information
- Application
- Producer report
- Attending physician statement
- Investigative consumer (inspection) report
- Medical Information Bureau (MIB)
- Medical examinations and lab tests
- Unfair discrimination (38-57-120(2))
- Genetic testing
- Classification of risks
  - Preferred
  - Standard
  - Substandard

#### 8.8 Considerations in replacing health insurance
- Pre-existing conditions
- Benefits, limitations and exclusions
- Underwriting requirements
- Producer liability for errors and omissions

### 9.0 Individual Accident and Health Insurance Policy Provisions 7%
#### 9.1 Required provisions
- Entire contract; changes (1)
- Time limit on certain defenses (2)
- Grace period (3)
- Reinstatement (4)
- Claim procedures (5-9)
- Physical examinations and autopsy (10)
- Legal actions (11)
- Change of beneficiary (12)
- Conformity with state statutes (13)

#### 9.2 Optional provisions
- Change of occupation (1)
- Misstatement of age (2)
- Other insurance in this insurer (3)
- Insurance with other insurers
- Expense-incurred benefits (4)
- Other benefits (5)
- Unpaid premium (7)
- Illegal occupation (8)
- Intoxicants and narcotics (9)

#### 9.3 Other general provisions
- Right to examine (free look) (38-71-150, 38-72-60(F)(1))
- Insuring clause
- Consideration clause
- Renewability clause
- Noncancelable
- Guaranteed renewable
- Conditionally renewable
- Renewable at option of insurer
- Nonrenewable (cancelable, term)

### 10.0 Disability Income and Related Insurance 7%
#### 10.1 Qualifying for disability benefits
- Inability to perform duties
  - Own occupation
  - Any occupation
  - Pure loss of income (income replacement contracts)
  - Presumptive disability
  - Requirement to be under physician care

#### 10.2 Individual disability income insurance
- Basic total disability plan
- Income benefits (monthly indemnity)
- Elimination and benefit periods
- Waiver of premium feature
- Coordination with social insurance and workers compensation benefits
- Additional monthly benefit (AMB)
- Social insurance supplement (SIS)
- Occupational versus nonoccupational coverage
- At-work benefits
  - Partial disability benefit
  - Residual disability benefit
- Other provisions affecting income benefits
  - Cost of living adjustment (COLA) rider
  - Future increase option (FIO) (Guaranteed insurability rider)
- Relation of earnings to insurance (38-71-370(6))
- Other cash benefits
  - Accidental death and dismemberment
  - Rehabilitation benefit
  - Medical reimbursement benefit
  - (nondisabling injury)
  - Refund provisions
  - Return of premium
<table>
<thead>
<tr>
<th>Section</th>
<th>Topics</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.3</td>
<td>Exclusions</td>
</tr>
<tr>
<td>10.3</td>
<td>Unique aspects of individual disability underwriting</td>
</tr>
<tr>
<td></td>
<td>Occupational considerations</td>
</tr>
<tr>
<td></td>
<td>Benefit limits</td>
</tr>
<tr>
<td></td>
<td>Policy issuance alternatives</td>
</tr>
<tr>
<td>10.4</td>
<td>Group disability income insurance</td>
</tr>
<tr>
<td></td>
<td>Group versus individual plans</td>
</tr>
<tr>
<td></td>
<td>Short-term disability (STD)</td>
</tr>
<tr>
<td></td>
<td>Long-term disability (LTD)</td>
</tr>
<tr>
<td>10.5</td>
<td>Business disability insurance</td>
</tr>
<tr>
<td></td>
<td>Disability buy-sell policy</td>
</tr>
<tr>
<td></td>
<td>Key Employee disability</td>
</tr>
<tr>
<td></td>
<td>Business Overhead expense</td>
</tr>
<tr>
<td>10.6</td>
<td>Social Security disability</td>
</tr>
<tr>
<td></td>
<td>Qualification for disability benefits</td>
</tr>
<tr>
<td></td>
<td>Definition of disability</td>
</tr>
<tr>
<td></td>
<td>Waiting period</td>
</tr>
<tr>
<td></td>
<td>Disability income benefits</td>
</tr>
<tr>
<td>11.0</td>
<td>Medical Plans 7%</td>
</tr>
<tr>
<td>11.1</td>
<td>Medical plan concepts</td>
</tr>
<tr>
<td></td>
<td>Fee-for-service basis versus prepaid basis</td>
</tr>
<tr>
<td></td>
<td>Specified coverages versus comprehensive care</td>
</tr>
<tr>
<td></td>
<td>Benefit schedule versus usual/reasonable/customary charges</td>
</tr>
<tr>
<td></td>
<td>Any provider versus limited choice of providers</td>
</tr>
<tr>
<td></td>
<td>Insureds versus subscribers/participants</td>
</tr>
<tr>
<td>11.2</td>
<td>Types of plans</td>
</tr>
<tr>
<td></td>
<td>Major medical insurance</td>
</tr>
<tr>
<td></td>
<td>Characteristics</td>
</tr>
<tr>
<td></td>
<td>Common limitations</td>
</tr>
<tr>
<td></td>
<td>Exclusions from coverage</td>
</tr>
<tr>
<td></td>
<td>Provisions affecting cost to insured</td>
</tr>
<tr>
<td></td>
<td>Health Maintenance Organizations (HMOs)</td>
</tr>
<tr>
<td></td>
<td>General characteristics</td>
</tr>
<tr>
<td></td>
<td>Preventive care services</td>
</tr>
<tr>
<td></td>
<td>Primary care physician (PCP) versus referral (specialty) physician</td>
</tr>
<tr>
<td></td>
<td>Emergency care</td>
</tr>
<tr>
<td></td>
<td>Hospital services</td>
</tr>
<tr>
<td></td>
<td>Preferred provider organizations (PPOs) and pointof-service (POS) plans</td>
</tr>
<tr>
<td></td>
<td>General characteristics</td>
</tr>
<tr>
<td></td>
<td>In-network and out-of-network provider access</td>
</tr>
<tr>
<td></td>
<td>PCP referral</td>
</tr>
<tr>
<td>11.3</td>
<td>Cost containment in health care delivery</td>
</tr>
<tr>
<td></td>
<td>Cost-saving services</td>
</tr>
<tr>
<td></td>
<td>Preventive care</td>
</tr>
<tr>
<td></td>
<td>Hospital outpatient benefits</td>
</tr>
<tr>
<td></td>
<td>Alternatives to hospital services</td>
</tr>
<tr>
<td></td>
<td>Utilization review</td>
</tr>
<tr>
<td></td>
<td>Prospective review</td>
</tr>
<tr>
<td></td>
<td>Concurrent review</td>
</tr>
<tr>
<td></td>
<td>Pre-certification review</td>
</tr>
<tr>
<td>11.4</td>
<td>South Carolina eligibility requirements and offers (individual and/or group)</td>
</tr>
<tr>
<td></td>
<td>Dependent child age limit (38-71-1330(5))</td>
</tr>
<tr>
<td></td>
<td>Child enrollment; non-custodial parents (38-71-250)</td>
</tr>
<tr>
<td></td>
<td>Physically or mentally handicapped dependents (38-71-350, 780)</td>
</tr>
<tr>
<td></td>
<td>Newborn child coverage (38-71-135, 140)</td>
</tr>
<tr>
<td></td>
<td>Adopted and prospective adopted children (38-71-140(D), 143)</td>
</tr>
<tr>
<td>11.5</td>
<td>HIPAA (Health Insurance Portability and Accountability Act) requirements (38-71-840)</td>
</tr>
<tr>
<td></td>
<td>Eligibility</td>
</tr>
<tr>
<td></td>
<td>Guaranteed issue</td>
</tr>
<tr>
<td></td>
<td>Pre-existing conditions (38-71-850, 69-34-E(6))</td>
</tr>
<tr>
<td></td>
<td>Creditable coverage (38-71-850)</td>
</tr>
<tr>
<td></td>
<td>Renewability (38-71-675, 870)</td>
</tr>
<tr>
<td>11.6</td>
<td>Federal Patient Protection and Affordable Care Act (PACA)</td>
</tr>
<tr>
<td></td>
<td>Preexisting conditions</td>
</tr>
<tr>
<td></td>
<td>Grandfather vs. Non-Grandfather Plans</td>
</tr>
<tr>
<td></td>
<td>Annual and lifetime dollar limits</td>
</tr>
<tr>
<td></td>
<td>Preventive care</td>
</tr>
<tr>
<td></td>
<td>Age limit of dependent children</td>
</tr>
<tr>
<td>12.0</td>
<td>Group Health Insurance 6%</td>
</tr>
<tr>
<td>12.1</td>
<td>Characteristics of group insurance</td>
</tr>
<tr>
<td></td>
<td>Group contract</td>
</tr>
<tr>
<td></td>
<td>Certificate of coverage</td>
</tr>
<tr>
<td></td>
<td>Experience rating versus community rating</td>
</tr>
<tr>
<td>12.2</td>
<td>Types of eligible groups</td>
</tr>
<tr>
<td></td>
<td>Employment-related groups</td>
</tr>
<tr>
<td></td>
<td>Individual employer groups</td>
</tr>
<tr>
<td></td>
<td>Associations (alumni, professional, other)</td>
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<td>Customer groups (depositors, creditor-debtor, other)</td>
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<td>12.3</td>
<td>Marketing considerations</td>
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<td></td>
<td>Advertising</td>
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<td></td>
<td>Regulatory jurisdiction/place of delivery</td>
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<td>12.4</td>
<td>Employer group health insurance</td>
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<td>Insurer underwriting criteria</td>
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<td></td>
<td>Characteristics of group</td>
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<td>Plan design factors</td>
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<td>Persistency factors</td>
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<td></td>
<td>Administrative capability</td>
</tr>
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<td></td>
<td>Eligibility for coverage (38-71-850)</td>
</tr>
<tr>
<td></td>
<td>Annual open enrollment</td>
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<td></td>
<td>Employee eligibility</td>
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<td>Dependent eligibility</td>
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<td>Coordination of benefits provision (Reg 69-43)</td>
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<tr>
<td></td>
<td>Change of insurance companies or loss of coverage</td>
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<td></td>
<td>Coinsurance and deductible carryover</td>
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<td>No-loss no-gain</td>
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<td>Continuation of coverage under COBRA</td>
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<td>South Carolina continuation and conversion rules (38-71-770)</td>
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<tr>
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<td>Small employer medical plans</td>
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<td></td>
<td>Definition of small employer (38-71-920, 1340)</td>
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<td>Benefit plans offered</td>
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<td>Health care center (HMO) plans</td>
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<td>Small employer carrier plans</td>
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<td></td>
<td>Eligibility of employees</td>
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<td>Renewability</td>
</tr>
<tr>
<td>12.6</td>
<td>Health savings accounts (HSAs)</td>
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<tr>
<td>12.7</td>
<td>Health Reimburse Arrangements (HRAs)</td>
</tr>
<tr>
<td>13.0</td>
<td>Dental Insurance 2%</td>
</tr>
<tr>
<td>13.1</td>
<td>Types of dental treatment</td>
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<tr>
<td></td>
<td>Diagnostic and preventive</td>
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<tr>
<td></td>
<td>Restorative</td>
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<td>Oral surgery</td>
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<td>Periodontics</td>
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<td>Prosthodontics</td>
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13.2 Indemnity plans
Choice of providers
Scheduled versus nonscheduled plans
Benefit categories
Diagnostic/preventive services
Basic services
Major services
Deductibles and coinsurance
Combination plans
Exclusions
Limitations
Predetermination of benefits

13.3 Employer group dental expense
Integrated deductibles versus stand-alone plans
Minimizing adverse selection

14.0 Insurance for SeniorCitizens and Special Needs Individuals

14.1 Medicare
Nature, financing and administration
Part A – Hospital Insurance
Individual eligibility requirements
Enrollment
Cov erages and cost-sharing amounts
Part B – Medical Insurance
Individual eligibility requirements
Enrollment
Cov erages and cost-sharing amounts
Exclusions
Claims terminology and other key terms
Part C – Medicare Advantage
Part D – Prescription Drug Insurance

14.2 Medicare supplements (Reg 69-46)
Purpose (Sec 1)
Open enrollment (Sec 11)
Standardized Medicare supplement plans (Sec 8)
Core benefits (B)
Additional benefits (C)

South Carolina regulations and required provisions
Advertising (Sec 19)
Standards for marketing (Sec 20)
Permitted compensation arrangements (Sec 16)
Appropriateness of recommended purchase
and excessive insurance (Sec 21)
Required disclosure provisions (Sec 17)
Guaranteed issue for eligible persons (Sec 12)
Reporting of multiple policies (Sec 22)
Buyer’s guide (Sec 17(A)(6))
Right to return (Sec 17(A)(5))
Replacement (Sec 18, 23)
Benefit standards (Sec 8(A))
Pre-existing conditions (Sec 8(A)(11))
Outline of coverage (Sec 17(D))
Prohibited practices (Sec 20(B))
Medicare select (Sec 10)

14.3 Other options for individuals with Medicare
Employer group health plans
Disabled employees
Employees with kidney failure
Individuals age 65 or older
Medicaid

Benefits
14.4 Long-term care (LTC) insurance (Reg 69-44)
Eligibility for benefits
Levels of care
Skilled care
Intermediate care
Custodial care
Home health care (69-44-12)
Adult day care
Respite care
Benefit periods
Benefit amounts
Optional benefits
Guarantee of Insurability
Return of premium
Qualified LTC plans
Exclusions (Reg 69-44 Sec 6(B))
Underwriting considerations
South Carolina regulations and required provisions
Renewability (Reg 69-44 Sec 6)
Outline of coverage (Reg 69-44 Sec 9)
Required disclosure provisions (Reg 69-44 Sec 8)/Free look period (38:72-60(F)(1))
Replacement (Reg 69-44 Sec 5)
Inflation protection (Reg 69-44 Sec 13(A))

14.5 South Carolina Health Insurance Pool (38-74-10-90)
Eligibility (38-74-30)
Coverages and limits
Exclusions

15.0 Federal Tax Considerations for Health Insurance

15.1 Personally-owned health insurance
Disability income insurance
Medical expense insurance
Long-term care insurance

15.2 Employer group health insurance
Medical, disability and dental expense
Long-term care insurance
Accidental death and dismemberment

REFERENCE LIST
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All About HSAs, U.S. Treasury Department, https://www.treasury.gov/resource-center/faqs/Taxes/Pages/default.aspx

**South Carolina Motor Vehicle Damage Appraiser**

**Series 19-15**

50 questions - 1 hour time limit

**1.0 Insurance Regulation 15%**

1.1 Director's general duties and powers (38-3-60, 110)

1.2 Licensing requirements

- Qualifications (38-49-20)

1.3 Maintenance and duration (38-49-20; Reg 69-33)

- Reinstatement (38-43-110(B))
- Reporting of actions (38-43-247)
- Change of address (38-43-107)

- Assumed names (38-43-10(C))

1.4 Disciplinary actions (38-49-40)

- Cease and desist order (38-59-20, 38-59-270)
- Hearings (38-3-170; 38-57-200)
- Penalties (38-2-10-30, 38-43-130)

1.5 Claim settlement laws and regulations (38-59-20; Reg 69-16)

1.6 Federal regulation

- Fair Credit Reporting Act (15 USC 1681-1681d)
- Fraud and false statements (18 USC 1033, 1034)

**2.0 Insurance Basics 5%**

2.1 Common auto policy provisions

- Insureds – named, first named, additional
- Deductibles
- Loss payable clause

**3.0 Auto Insurance 5%**

3.1 Personal auto ('05)

- Definitions
- Coverage for damage to your auto
- Collision
- Other than collision
- Exclusions

- General provisions

3.2 Commercial auto ('13)

- Section I – Covered autos
- Section III – Physical damage coverage
- Exclusions

**4.0 Appraising Auto Physical Damage Claims 75%**

4.1 Role of the appraiser (Reg 69-16)

- Duties and responsibilities

**REFERENCE LIST**

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This examination is CLOSED BOOK. The following reference material is not allowed in the examination center:


South Carolina Personal Lines Adjuster
Series 19-23
100 questions - 2 hour time limit

1.0 Insurance Regulation 10%
  1.1 Director's general duties and powers (38-3-60, 110)
  1.2 Licensing requirements
  Qualifications (38-47-10)
  Nonresident (38-47-20)
  Emergency adjuster permit (Reg 69-1)
  1.3 Maintenance and duration (38-47-40)
  Change of address (38-47-15)
  1.4 Disciplinary actions
  Cease and desist order (38-59-20, 38-59-270)
  Hearings (38-3-170; 38-57-200)
  Penalties (38-2-10-30; 38-47-70)
  1.5 Claim settlement laws and regulations (38-59-20)
  1.6 Federal regulation
  Fraud and false statements (18 USC 1033, 1034)

2.0 Insurance Basics 14%
  2.1 Contract basics
  Elements of a legal contract
  Offer and acceptance
  Consideration
  Competent parties
  Legal purpose
  Distinct characteristics of an insurance contract
  Contract of adhesion
  Aleatory contract
  Personal contract
  Unilateral contract
  Conditional contract

Legal interpretations affecting contracts
  Ambiguities in a contract of adhesion
  Reasonable expectations
  Indemnity
  Utmost good faith
  Representations/misrepresentations
  Warranties
  Concealment
  Fraud
  Waiver and estoppel

2.2 Insurance principles and concepts
  Insurable interest
  Hazards
  Physical
  Moral
  Morale
  Negligence
  Elements of a negligent act
  Defenses against negligence
  Damages
  Compensatory – special versus general
  Punitive
  Absolute liability
  Strict liability
  Vicarious liability
  Causes of loss (perils)
  Named perils versus special (open) perils
  Direct loss
  Consequential or indirect loss
  Blanket versus specific insurance
  Basic types of construction

Loss valuation
  Actual cash value
  Replacement cost
  Functional replacement cost
  Market value
  Agreed value
  Stated amount

2.3 Policy structure
  Declarations
  Definitions
  Insuring agreement or clause
  Additional/supplementary coverage
  Conditions
  Exclusions
  Endorsements

2.4 Common policy provisions
  Insureds — named, first named, additional
  Policy period
  Policy territory
  Cancellation and nonrenewal
  Deductibles
  Other insurance
  Nonconcurrency
  Primary and excess
  Pro rata
  Limits of liability
  Per occurrence (accident)
  Per person
  Split
  Combined single
  Restoration/nonreduction of limits
2.5 South Carolina laws, regulations and required provisions

- South Carolina Valued Policy Law (38-75-20, 30)
- South Carolina Property and Casualty Insurance Guaranty Association (38-31-10-170)
- Cancellation, nonrenewal and renewal (38-75-710-790)
- Insurance fraud act (38-55-510-590)
- Arbitration of property damage liability claims (38-77-710-770)
- Federal Terrorism Insurance Program (15 USC 6701; Public Law 107-297, 109-144, 110-160)

3.0 Adjusting Losses 20%

3.1 Role of the adjuster
- Duties and responsibilities
- Staff and independent adjuster versus public adjuster
- Relationship to the legal profession

3.2 Claim reporting
- Claim investigation
- Claim file documentation of events
- Types of reports
- Initial or first field
- Interim or status
- Full formal

3.3 Property losses
- Duties of insured after a loss
- Notice to insurer
- Minimizing the loss
- Proof of loss
- Special requirements
- Production of books and records
- Abandonment
- Determining value and loss
- Burden of proof of value and loss
- Estimates
- Depreciation
- Salvage
- Claim settlement options
- Payment and discharge

3.4 Liability losses
- Investigation procedures
- Verify coverage
- Determine liability
- Gathering evidence
- Physical evidence
- Witness statements
- Determining value of intangible damages

4.0 Dwelling ('02) Policy 7%

4.1 Characteristics and purpose

4.2 Coverage forms — Perils insured against
- Basic
- Broad
- Special

4.3 Property coverages
- Coverage A — Dwelling
- Coverage B — Other structures
- Coverage C — Personal property
- Coverage D — Fair rental value
- Coverage E — Additional living expense
- Other coverages

4.4 General exclusions

4.5 Conditions

4.6 Selected endorsements
- Special provisions — South Carolina (DP 01 39)
- Automatic increase in insurance (DP 04 11)
- Broad theft coverage (DP 04 72)
- Dwelling under construction (DP 11 43)

4.7 Personal liability supplement

5.0 Homeowners ('00) Policy 22%

5.1 Coverage forms
- HO-2 through HO-6
- HO-8

5.2 Definitions

5.3 Section I — Property coverages
- Coverage A — Dwelling
- Coverage B — Other structures
- Coverage C — Personal property
- Coverage D — Loss of use
- Additional coverages

5.4 Section II — Liability coverages
- Coverage E — Personal liability
- Coverage F — Medical payments to others
- Additional coverages

5.5 Perils insured against

5.6 Exclusions

5.7 Conditions

5.8 Selected endorsements
- Special provisions — South Carolina (HO 01 39)
- Limited fungi, wet or dry rot, or bacteria coverage
  (HO 04 26, HO 04 27)
- Permitted incidental occupancies (HO 04 42)
- Earthquake (HO 04 54)
7.4 Other policies

46 38
7.3 South Carolina Wind and Hail Underwriting Association (SCWHUA) (38-75-310-460)

Eligibility

Coverage

Limits

Deductible

7.4 Other policies

Boatowners

REFERENCE LIST

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This examination is CLOSED BOOK. The following reference material is not allowed in the examination center:


South Carolina Personal Lines Insurance Producer Series 19-17

100 questions - 2 hour time limit

1.0 Insurance Regulation 15%

1.1 Licensing

Process (38-43-100)

Types of licensees

Producer (38-43-10, 30)

Nonresident (38-43-70)

Broker (38-45-10, 38-45-20)

Maintenance and duration (38-43-110)

Reinstatement (38-43-110(B))

Reporting of actions (38-43-247)

Change of address (38-43-107)

Assumed names (38-43-10(C))

Continuing education (38-43-106; 69-50)

Disciplinary actions

Cease and desist order (38-59-20, 38-59-270)

Hearings (38-3-170; 38-57-200)

Penalties (38-2-10-30, 38-43-130)

1.2 State regulation
Director's general duties and powers (38-3-60, 110)
Company regulation
Certificate of authority (38-5-80)
Solvency (38-5-120)
Unfair claims settlement practices (38-59-20)
Examination of books and records (38-13-10-30)
Appointment (38-43-40, 50)
Termination of appointment (38-43-55)
Producer regulation
Commissions (38-43-200, 38-75-1000)
Records maintenance (38-43-250)
Misappropriation of funds (38-43-130, 240, 420)
Blank forms (38-43-260)
Sharing commissions (38-43-200)
Representing an unauthorized insurer (38-43-160-180)
Unfair and prohibited practices (38-43-130)
Misrepresentation (38-57-40)
False advertising (38-57-50)
Defamation (38-57-90)
Boycott, coercion and intimidation (38-57-100)
False financial statements (38-57-80)
Unfair discrimination (38-55-50)
Rebating (38-57-130)
Twisting (38-57-60)
Free insurance (38-57-170)
Prohibited inducements (38-57-130, 150)
Insurance fraud act (38-55-510-590)
Consumer information privacy regulation (Reg 69-58 Sec 1-16)
1.3 Federal regulation
Fair Credit Reporting Act (15 USC 1681-1681d)
Fraud and false statements (18 USC 1033, 1034)
2.0 General Insurance 5%
2.1 Concepts
Risk management key terms
Risk
Exposure
Hazard
Peril
Loss
Methods of handling risk
Avoidance
Retention
Reduction
Transfer
Elements of insurable risks
Adverse selection
Law of large numbers
Reinsurance
2.2 Insurers
Types of insurers
Stock companies
Mutual companies
Fraternal benefit societies
Lloyd's associations
Risk retention groups
Definition and purpose of captive companies
Self-insured funds
Private versus government insurers
Authorized versus unauthorized insurers
Domestic, foreign and alien insurers
Financial status (independent rating services)
Marketing (distribution) systems
2.3 Producers and general rules of agency
Insurer as principal
Producer/insurer relationship
Authority and powers of producers
Express
Implied
Apparent
Responsibilities to the applicant/insured
2.4 Contracts
Elements of a legal contract
Offer and acceptance
Consideration
Competent parties
Legal purpose
Distinct characteristics of an insurance contract
Contract of adhesion
Aleatory contract
Unilateral contract
Conditional contract
Legal interpretations affecting contracts
Ambiguities in a contract of adhesion
Reasonable expectations
Indemnity
Utmost good faith
Representations/misrepresentations
Warrants
Concealment
Fraud
Waiver and estoppel
3.0 Property and Casualty Insurance Basics 15%
3.1 Principles and concepts
Insurable interest
Underwriting
Function
Loss ratio
Rates
Types
Loss costs
Components
Hazard
Physical
Moral
Morale
Legal
Negligence
Elements of a negligent act
Defenses against negligence
Damages
Compensatory – special versus general
Punitive
Absolute liability
Strict liability
Vicarious liability
Causes of loss (perils)
Named perils versus special (open) perils
Direct loss
Consequential or indirect loss
Blanket versus specific insurance
Basic types of construction
Loss valuation
Actual cash value
Replacement cost
Functional replacement cost
Market value
Agreed value
Stated amount

3.2 Policy structure
Declarations
Definitions
Insuring agreement or clause
Additional/supplementary coverage
Conditions
Exclusions
Endorsements

3.3 Common policy provisions
Insureds — named, first named, additional
Policy period
Policy territory
Cancellation and nonrenewal
Deductibles
Other insurance
Nonconcurrency
Primary and excess
Pro rata
Limits of liability
Per occurrence (accident)
Per person
Split
Combined single
Policy limits
Restoration/nonreduction of limits
Coincurrence
Vacancy or unoccupancy
Named insured provisions
Duties after loss
Assignment
Abandonment
Insurer provisions
Liberalization
Subrogation
Salvage
Claim settlement options
Duty to defend
Third-party provisions
Standard mortgage clause
Loss payable clause
No benefit to the bailee

3.4 South Carolina laws, regulations and required provisions
South Carolina Valued Policy Law (38-75-20, 30)
South Carolina Property and Casualty Insurance
Guaranty Association (38-31-10-170)
Cancellation, nonrenewal and renewal (38-75-730, 740, 750)

4.0 Dwelling (’02) Policy 10%
4.1 Characteristics and purpose
Basic
Broad
Special

4.2 Coverage forms — Perils insured against

4.3 Property coverages
Coverage A — Dwelling
Coverage B — Other structures
Coverage C — Personal property
Coverage D — Fair rental value
Coverage E — Additional living expense
Other coverages

4.4 General exclusions

4.5 Conditions

4.6 Selected endorsements

4.7 Personal liability supplement

5.0 Homeowners (’11) Policy 20%
5.1 Coverage forms
HO-2 through HO-6, HO-8, Mobile Homeowner

5.2 Definitions

5.3 Section I — Property coverages
Coverage A — Dwelling
Coverage B — Other structures
Coverage C — Personal property
Coverage D — Loss of use
Additional coverages

5.4 Section II — Liability coverages
Coverage E — Personal liability
Coverage F — Medical payments to others
Additional coverages

5.5 Perils insured against

5.6 Exclusions

5.7 Conditions

5.8 Selected endorsements

6.0 Auto Insurance 25%
6.1 Laws

6.2 Personal (’05) auto policy
Definitions
Liability coverage
Bodily injury and property damage
Supplementary payments
Exclusions
Other policies

- Boatowners
- Personal Inland Marine

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<table>
<thead>
<tr>
<th>South Carolina Bail Bondsman/Runner Series 19-16</th>
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</table>
| 60 questions; 1-hour time limit

1.0 Insurance Regulation 10%

- Licensing
  - Director’s general duties and powers (38-53-20)
  - Process (38-53-80, 90)
  - Persons to be licensed (38-53-80, 190)
  - Types of licensees
    - Professional bondsman (38-53-10(9)-40)
    - Accommodation bondsman (38-53-10(1))
    - Surety bondsman (38-53-10(12))
    - Runner (38-53-10(10))
  - Requirements
    - Appointment (38-53-230, 260)
    - Security deposits (38-53-270, 280, 300)
  - Maintenance and duration
    - Renewal (38-53-140)
    - Continuing education (38-43-106; 69-50)
    - Change of address (38-43-107)
    - Disciplinary actions
      - Cease and desist order (38-59-20, 38-59-270)
      - Suspension, revocation or nonrenewal (38-53-102, 150)
      - Fines (38-53-150(B), 340) 38-2-10
      - Criminal charges and convictions (38-53-150(6))
  - Licensee Regulation
    - Record maintenance (38-43-250, 38-53-310)
    - Record examination (38-53-320)
    - Prohibited acts (38-53-170)
    - Return of collateral (38-53-170(e))
  - Federal Regulation
    - Fair Credit Reporting Act (15 USC 1681-1681d)
    - Fraud and false statements (18 USC 1033, 1034)

2.0 The Legal Framework 29%

- Authority
- Express
- Implied
- Apparent

- Contracts
  - Elements of a legal contract
  - Offer and acceptance
  - Consideration
  - Competent parties
  - Legal purpose
  - Concealment
  - Fraud
Jurisdiction

Original Jurisdiction
Territorial
Subject matter
Personal
Appellate jurisdiction

Terminology

Acquit
Adjudicate
Bail piece
Capital offense
Conviction
Custody
Defendant
Disposition
Extradition
Felony
Fugitive
Hearing
Incarceration
Indictment
Misdemeanor
Mittimus
Recognition
Suspend
Warrant
Writ

3.0 Bail Bond Principles and Practices 61%

Parties to a surety bond
Principal
Indemnitor for principal
Indemnity agreement
Obligee
Surety

Duties of bail bondsman
Premium receipt (38-53-170)
Power of attorney (38-53-200)
Collateral and trust obligations

Types of bonds and collateral
Cash
Property
Surety
Personal recognizance

Procedure
Writing and underwriting bonds
Application for bond (surety/defendant contract)
Collateral security
Surety contract
Posting the bond

Court procedures
Court appearances
Arraignment
Trial
Appeal

Conditions of release (38-53-250; RL 17-15-20-40)
Prior to trial (RL 17-15-10)
After conviction - stay of execution
Pending appeal
Failure to appear
Revocation of the right to bail
Release of surety (38-53-50)
Surrender of principal (defendant) (38-53-60, 170(e))

Locate and arrest defendant
Exoneration of bond
Return of premium
Return of collateral
Bond forfeiture (38-53-70; RL 17-15-170-180)
Motion
Judgment
Dispersal of funds
Arrest after forfeiture

The Department approves prelicensure education courses for Bail Bondsman. To receive credit for prelicensure education, you must attend an approved course. Please visit the Department’s Web site at www.doi.sc.gov or contact the Department at (803) 737-6134 for a list of approved prelicensure Bondsman sponsors.

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South Carolina Property Insurance Producer Series 19-05
100 questions - 2 hour time limit

1.0 Insurance Regulation 10%

1.1 Licensing

Process (38-43-100)
Types of licensees
Producer (38-43-10, 30)
Nonresident (38-43-70)
Broker (38-45-10, 38-45-20)
Maintenance and duration (38-43-110)
Reinstatement (38-43-110(B))
Reporting of actions (38-43-247)
Change of address (38-43-107)
Assumed names (38-43-10(C))
Continuing education (38-43-106; 69-50)

Disciplinary actions
Cease and desist order (38-59-20, 38-59-270)
Hearings (38-3-170; 38-57-200)
Penalties (38-2-10 30, 38-43-130)

1.2 State regulation

Director’s general duties and powers (38-3-60, 110)
Company regulation
Certificate of authority (38-5-80)
Solvency (38-5-120)
Unfair claims settlement practices (38-59-20)
Examination of books and records (38-13-10-30)
Appointment (38-43-40, 50)
Termination of appointment (38-43-55)
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</tr>
<tr>
<td>Sharing commissions (38-43-200)</td>
</tr>
<tr>
<td>Representing an unauthorized insurer (38-43-160-180)</td>
</tr>
<tr>
<td>Unfair and prohibited practices (38-43-130)</td>
</tr>
<tr>
<td>Misrepresentation (38-57-40)</td>
</tr>
<tr>
<td>False advertising (38-57-50)</td>
</tr>
<tr>
<td>Defamation (38-57-90)</td>
</tr>
<tr>
<td>Boycott, coercion and intimidation (38-57-100)</td>
</tr>
<tr>
<td>False financial statements (38-57-80)</td>
</tr>
<tr>
<td>Unfair discrimination (38-57-55-50)</td>
</tr>
<tr>
<td>Rebating (38-57-130)</td>
</tr>
<tr>
<td>Twisting (38-57-60)</td>
</tr>
<tr>
<td>Free insurance (38-57-170)</td>
</tr>
<tr>
<td>Prohibited inducements (38-57-130, 150)</td>
</tr>
<tr>
<td>Insurance fraud act (38-55-510-590)</td>
</tr>
<tr>
<td>Consumer information privacy regulation (Reg 69-58 Sec 1-16)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Federal regulation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fair Credit Reporting Act (15 USC 1681-1681d)</td>
</tr>
<tr>
<td>Fraud and false statements (18 USC 1033, 1034)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>General Insurance 5%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Risk management key terms</td>
</tr>
<tr>
<td>Risk</td>
</tr>
<tr>
<td>Exposure</td>
</tr>
<tr>
<td>Hazard</td>
</tr>
<tr>
<td>Peril</td>
</tr>
<tr>
<td>Loss</td>
</tr>
<tr>
<td>Methods of handling risk</td>
</tr>
<tr>
<td>Avoidance</td>
</tr>
<tr>
<td>Retention</td>
</tr>
<tr>
<td>Sharing</td>
</tr>
<tr>
<td>Reduction</td>
</tr>
<tr>
<td>Transfer</td>
</tr>
<tr>
<td>Elements of insurable risks</td>
</tr>
<tr>
<td>Adverse selection</td>
</tr>
<tr>
<td>Law of large numbers</td>
</tr>
<tr>
<td>Reinsurance</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Insurers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Types of insurers</td>
</tr>
<tr>
<td>Stock companies</td>
</tr>
<tr>
<td>Mutual companies</td>
</tr>
<tr>
<td>Fraternal benefit societies</td>
</tr>
<tr>
<td>Lloyd’s associations</td>
</tr>
<tr>
<td>Risk retention groups</td>
</tr>
<tr>
<td>Definition and purpose of captive companies</td>
</tr>
<tr>
<td>Self-insured funds</td>
</tr>
<tr>
<td>Private versus government insurers</td>
</tr>
<tr>
<td>Authorized versus unauthorized insurers</td>
</tr>
<tr>
<td>Domestic, foreign and alien insurers</td>
</tr>
<tr>
<td>Financial status (independent rating services)</td>
</tr>
<tr>
<td>Marketing (distribution) systems</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Producers and general rules of agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Insurer as principal</td>
</tr>
<tr>
<td>Producer/insurer relationship</td>
</tr>
<tr>
<td>Authority and powers of producers</td>
</tr>
<tr>
<td>Express</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Federal regulations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Implied</td>
</tr>
<tr>
<td>Apparent</td>
</tr>
<tr>
<td>Responsibilities to the applicant/insured</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2.4 Contracts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elements of a legal contract</td>
</tr>
<tr>
<td>Offer and acceptance</td>
</tr>
<tr>
<td>Consideration</td>
</tr>
<tr>
<td>Competent parties</td>
</tr>
<tr>
<td>Legal purpose</td>
</tr>
<tr>
<td>Distinct characteristics of an insurance contract</td>
</tr>
<tr>
<td>Contract of adhesion</td>
</tr>
<tr>
<td>Aleatory contract</td>
</tr>
<tr>
<td>Unilateral contract</td>
</tr>
<tr>
<td>Conditional contract</td>
</tr>
<tr>
<td>Legal interpretations affecting contracts</td>
</tr>
<tr>
<td>Ambiguities in a contract of adhesion</td>
</tr>
<tr>
<td>Reasonable expectations</td>
</tr>
<tr>
<td>Indemnity</td>
</tr>
<tr>
<td>Utmost good faith</td>
</tr>
<tr>
<td>Representations/misrepresentations</td>
</tr>
<tr>
<td>Warranties</td>
</tr>
<tr>
<td>Concealment</td>
</tr>
<tr>
<td>Fraud</td>
</tr>
<tr>
<td>Waiver and estoppel</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3.0 Property Insurance Basics 18%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principles and concepts</td>
</tr>
<tr>
<td>Insurable interest</td>
</tr>
<tr>
<td>Underwriting</td>
</tr>
<tr>
<td>Function</td>
</tr>
<tr>
<td>Loss ratio</td>
</tr>
<tr>
<td>Rates</td>
</tr>
<tr>
<td>Types</td>
</tr>
<tr>
<td>Loss costs</td>
</tr>
<tr>
<td>Components</td>
</tr>
<tr>
<td>Hazards</td>
</tr>
<tr>
<td>Physical</td>
</tr>
<tr>
<td>Moral</td>
</tr>
<tr>
<td>Morale</td>
</tr>
<tr>
<td>Legal</td>
</tr>
<tr>
<td>Causes of loss (perils)</td>
</tr>
<tr>
<td>Named perils versus special (open) perils</td>
</tr>
<tr>
<td>Direct loss</td>
</tr>
<tr>
<td>Consequential or indirect loss</td>
</tr>
<tr>
<td>Blanket versus specific insurance</td>
</tr>
<tr>
<td>Basic types of construction</td>
</tr>
<tr>
<td>Loss valuation</td>
</tr>
<tr>
<td>Actual cash value</td>
</tr>
<tr>
<td>Replacement cost</td>
</tr>
<tr>
<td>Functional replacement cost</td>
</tr>
<tr>
<td>Market value</td>
</tr>
<tr>
<td>Agreed value</td>
</tr>
<tr>
<td>Stated amount</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Policy structure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Declarations</td>
</tr>
<tr>
<td>Definitions</td>
</tr>
<tr>
<td>Insuring agreement or clause</td>
</tr>
<tr>
<td>Additional/supplementary coverage</td>
</tr>
<tr>
<td>Conditions</td>
</tr>
<tr>
<td>Exclusions</td>
</tr>
<tr>
<td>Endorsements</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Common policy provisions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Insureds — named, first named, additional</td>
</tr>
</tbody>
</table>
3.4 South Carolina laws, regulations and required provisions
South Carolina Valued Policy Law (38-75-20, 30)
South Carolina Property and Casualty Insurance Guaranty Association (38-31-10-170)
Cancellation, nonrenewal and renewal (38-75-730, 740, 750)

4.0 Dwelling ('02) Policy 12%
4.1 Characteristics and purpose
4.2 Coverage forms – Perils insured against
   Basic
   Broad
   Special
4.3 Property coverages
   Coverage A – Dwelling
   Coverage B – Other structures
   Coverage C – Personal property
   Coverage D – Fair rental value
   Coverage E – Additional living expense
   Other coverages
4.4 General exclusions
4.5 Conditions
4.6 Selected endorsements
   Special provisions – South Carolina (DP 01 39)
   Automatic increase in insurance (DP 04 11)
   Broad theft coverage (DP 04 72)
   Dwelling under construction (DP 11 43)
4.7 Personal liability supplement

5.0 Homeowners ('11) Policy 15%
5.1 Coverage forms
   HO-2 through HO-6, HO-8, Mobile Homeowner
5.2 Definitions
5.3 Section I – Property coverages
   Coverage A – Dwelling
   Coverage B – Other structures
   Coverage C – Personal property
   Coverage D – Loss of use
   Additional coverages
5.4 Perils insured against
5.5 Exclusions
5.6 Conditions
5.7 Selected endorsements
   Special provisions – South Carolina (HO 01 39)
   Limited fungi, wet or dry rot, or bacteria coverage (HO 04 26, HO 04 27)
   Permitted incidental occupancies (HO 04 42)
   Earthquake (HO 04 54)
   Scheduled personal property (HO 04 61)
   Personal property replacement cost (HO 04 90)

6.0 Auto Insurance 12%
6.1 Laws
   Cancellation/nonrenewal (38-77-120-124, 390; RL 56-10-280)
   Reasons
   Notice
6.2 Personal ('05) auto policy
   Definitions
   Coverage for damage to your auto
      Collision
      Other than collision
   Deductibles (38-77-280)
   Transportation expenses
   Exclusions
   Duties after an accident or loss
   General provisions
   Selected endorsements
      Amendment of policy provisions – South Carolina (PP 01 78)
   Towing and labor costs (PP 03 03)
   Miscellaneous type vehicle (PP 03 23)
   Underinsured motorist (PP 03 11)
6.3 Commercial auto ('13)
   Commercial auto coverage forms
      Business auto
      Garage
      Business auto physical damage
   Coverage form sections
      Covered autos
      Physical damage coverage
      Exclusions
      Conditions
      Definitions
      Uninsured/underinsured motorists coverage
   Selected endorsements
      Lessor – additional insured and loss payee (CA 20 01)
      Hired autos specified as covered autos you own (CA 99 16)
      Individual named insured (CA 99 17)
      Drive other car coverage (DOC)

7.0 Commercial Package Policy (CPP) 12%
7.1 Components of a commercial policy
   Common policy declarations
   Common policy conditions
   One or more coverage parts
7.2 Commercial property (12)
   Commercial property conditions form
   Coverage forms
      Building and personal property
      Condominium association
      Commercial condominium unit-owners
      Builders risk
45

Business income
Legal liability
Extra expense
Causes of loss forms
Basic
Broad
Special
Earthquake
Selected endorsements
Ordinance or law (CP 04 05)
Spoilage (CP 04 40)
Peak season limit of insurance (CP 12 30)
Value reporting form (CP 13 10)

7.3 Commercial inland marine
Nationwide marine definition
Commercial inland marine conditions form
Inland marine coverage forms
Accounts receivable
Bailee's customer
Commercial articles
Contractors equipment floater
Electronic data processing
Equipment dealers
Installation floater
Jewelers block

Signs
Valuable papers and records
Transportation coverages
Common carrier cargo liability
Motor truck cargo forms
Transit coverage forms

7.4 Equipment breakdown (11)
Equipment breakdown protection coverage form (EB 00 20)
Selected endorsement
Actual cash value (EB 99 59)

7.5 Farm coverage
Farm property coverage form (03)
Coverage A — Dwellings
Coverage B — Other private structures
Coverage C — Household personal property
Coverage D — Loss of use
Coverage E — Scheduled farm personal property
Coverage F — Unscheduled farm personal property
Coverage G — Other farm structures
Livestock coverage form
Cause of loss (basic, broad and special)
Exclusions
Additional coverages
Limits of insurance
Conditions
Definitions

8.0 Businessowners (‘10) Policy — Property 9%

8.1 Characteristics and purpose
8.2 Businessowners Section I — Property
Coverage
Exclusions
Limits of insurance
Deductibles
Loss conditions
General conditions
Optional coverages
Definitions

8.3 Businessowners Section III — Common Policy Conditions
8.4 Selected endorsements
Protective safeguards (BP 04 30)
Utility services — direct damage (BP 04 56)
Utility services — time element (BP 04 57)
Optional coverages

9.0 Other Coverages and Options 7%
9.1 Surplus
Definitions and markets
Licensing requirements
9.2 National Flood Insurance Program
Write your own versus government
Eligibility
Coverage
Limits
Deductibles

9.3 South Carolina Wind and Hail Underwriting Association (SCWHUA) (38-75-310-460)
Eligibility
Coverage
Limits
Deductibles

9.4 Other policies
Boatowners
Personal Inland Marine

REFERENCE LIST
The following list of reference materials were used to verify the accuracy of the test items for the examinations. They are listed for the purpose of test validation and do NOT constitute an endorsement or recommendation by PSI or the South Carolina Department of Insurance. Other publications are also available to study for the examinations.

This examination is CLOSED BOOK. The following reference material is not allowed in the examination center:


South Carolina Property, Casualty, Surety and Marine
Insurance Producer - Series 19-04
150 questions - 165-minute time limit

1.0 Insurance Regulation 10%

1.1 Licensing
- Process (38-43-100)
- Types of licensees
  - Producer (38-43-10, 30)
  - Nonresident (38-43-70)
  - Broker (38-45-10, 38-45-20)
- Maintenance and duration (38-43-110)
- Reinstatement (38-43-110(B))
- Reporting of actions (38-43-247)
- Change of address (38-43-107)
- Assumed names (38-43-10(C))
- Continuing education (38-43-106; 69-50)
- Disciplinary actions
  - Cease and desist order (38-59-20, 38-59-270)
  - Hearings (38-3-170; 38-57-200)
  - Penalties (38-2-10-30, 38-43-130)

1.2 State regulation
- Director's general duties and powers (38-3-60, 110)
- Company regulation
  - Certificate of authority (38-5-80)
  - Solvency (38-5-120)
  - Unfair claims settlement practices (38-59-20)
  - Examination of books and records (38-13-10-30)
  - Appointment (38-43-40, 50)
  - Termination of appointment (38-43-55)
- Producer regulation
  - Commissions (38-43-200, 38-75-1000)
  - Records maintenance (38-43-250)
  - Misappropriation of funds (38-43-130, 240, 420)
  - Blank forms (38-43-260)
  - Sharing commissions (38-43-200)
  - Representing an unauthorized insurer (38-43-160-180)
- Unfair and prohibited practices (38-43-130)
  - Misrepresentation (38-57-40)
  - False advertising (38-57-50)
  - Defamation (38-57-90)
  - Boycott, coercion and intimidation (38-57-100)
  - False financial statements (38-57-80)
  - Unfair discrimination (38-55-50)
  - Rebating (38-57-130)
  - Twisting (38-57-60)
  - Free insurance (38-57-170)
  - Prohibited inducements (38-57-130, 150)
  - Insurance fraud act (38-55-510-590)
- Consumer information privacy regulation (Reg 69-58 Sec 1-16)

1.3 Federal regulation
- Fair Credit Reporting Act (15 USC 1681-1681d)
- Fraud and false statements (18 USC 1033, 1034)

2.0 General Insurance 7%

2.1 Concepts
- Risk management key terms
  - Risk
  - Exposure
  - Hazard
  - Peril
  - Loss
- Methods of handling risk
  - Avoidance

2.2 Insurers
- Types of insurers
  - Stock companies
  - Mutual companies
  - Fraternal benefit societies
  - Lloyd's associations
- Risk retention groups
- Definition and purpose of captive companies
  - Self-insured funds
- Private versus government insurers
- Authorized versus unauthorized insurers
- Domestic, foreign and alien insurers
- Financial status (independent rating services)
- Marketing (distribution) systems

2.3 Producers and general rules of agency
- Insurer as principal
- Producer/insurer relationship
- Authority and powers of producers
  - Express
  - Implied
  - Apparent
- Responsibilities to the applicant/insured

2.4 Contracts
- Elements of a legal contract
  - Offer and acceptance
  - Consideration
  - Competent parties
  - Legal purpose
- Distinct characteristics of an insurance contract
  - Contract of adhesion
  - Aleatory contract
  - Unilateral contract
  - Conditional contract
- Legal interpretations affecting contracts
  - Ambiguities in a contract of adhesion
  - Reasonable expectations
  - Indemnity
  - Utmost good faith
  - Representations/misrepresentations
  - Warranties
  - Concealment
  - Fraud
- Waiver and estoppel

3.0 Property and Casualty Insurance Basics 16%

3.1 Principles and concepts
- Insurable interest
- Underwriting
  - Function
  - Loss ratio
  - Rates
  - Types
  - Loss costs
  - Components
  - Hazards
47

<table>
<thead>
<tr>
<th>Physical</th>
<th>Subrogation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moral</td>
<td>Salvage</td>
</tr>
<tr>
<td>Morale</td>
<td>Claim settlement options</td>
</tr>
<tr>
<td>Legal</td>
<td>Duty to defend</td>
</tr>
<tr>
<td>Negligence</td>
<td>Third-party provisions</td>
</tr>
<tr>
<td>Elements of a negligent act</td>
<td>Standard mortgage clause</td>
</tr>
<tr>
<td>Defenses against negligence</td>
<td>Loss payable clause</td>
</tr>
<tr>
<td>Damages</td>
<td>No benefit to the bailee</td>
</tr>
<tr>
<td>Compensatory — special versus general</td>
<td>3.4 South Carolina laws, regulations and required provisions</td>
</tr>
<tr>
<td>Punitive</td>
<td>South Carolina Valued Policy Law (38-75-20, 30)</td>
</tr>
<tr>
<td>Absolute liability</td>
<td>South Carolina Property and Casualty Insurance</td>
</tr>
<tr>
<td>Strict liability</td>
<td>Guaranty Association (38-31-10-170)</td>
</tr>
<tr>
<td>Vicarious liability</td>
<td>Cancellation, nonrenewal and renewal (38-75-730, 740, 750)</td>
</tr>
<tr>
<td>Causes of loss (perils)</td>
<td>4.0 Dwelling (‘02) Policy 5%</td>
</tr>
<tr>
<td>Named perils versus special (open) perils</td>
<td>4.1 Characteristics and purpose</td>
</tr>
<tr>
<td>Direct loss</td>
<td>4.2 Coverage forms — Perils insured against</td>
</tr>
<tr>
<td>CONSEQUENTIAL OR INDIRECT LOSS</td>
<td>Basic</td>
</tr>
<tr>
<td>BLANKET VERSUS SPECIFIC INSURANCE</td>
<td>Broad</td>
</tr>
<tr>
<td>BASIC TYPES OF CONSTRUCTION</td>
<td>SPECIAL</td>
</tr>
<tr>
<td>Loss valuation</td>
<td>4.3 Property coverages</td>
</tr>
<tr>
<td>ACTUAL CASH VALUE</td>
<td>Coverage A — Dwelling</td>
</tr>
<tr>
<td>REPLACEMENT COST</td>
<td>Coverage B — Other structures</td>
</tr>
<tr>
<td>FUNCTIONAL REPLACEMENT COST</td>
<td>Coverage C — Personal property</td>
</tr>
<tr>
<td>MARKET VALUE</td>
<td>Coverage D — Fair rental value</td>
</tr>
<tr>
<td>AGREED VALUE</td>
<td>Coverage E — Additional living expense</td>
</tr>
<tr>
<td>STATED AMOUNT</td>
<td>Other coverages</td>
</tr>
<tr>
<td>3.2 Policy structure</td>
<td>4.4 General exclusions</td>
</tr>
<tr>
<td>Declarations</td>
<td>4.5 Conditions</td>
</tr>
<tr>
<td>Definitions</td>
<td>4.6 Selected endorsements</td>
</tr>
<tr>
<td>Insuring agreement or clause</td>
<td>Special provisions — South Carolina (DP 01 39)</td>
</tr>
<tr>
<td>Additional/supplementary coverage</td>
<td>Automatic increase in insurance (DP 04 11)</td>
</tr>
<tr>
<td>Conditions</td>
<td>Broad theft coverage (DP 04 72)</td>
</tr>
<tr>
<td>Exclusions</td>
<td>Dwelling under construction (DP 11 43)</td>
</tr>
<tr>
<td>Endorsements</td>
<td>4.7 Personal liability supplement</td>
</tr>
<tr>
<td>3.3 Common policy provisions</td>
<td>5.0 Homeowners (’11) Policy 13%</td>
</tr>
<tr>
<td>Insureds — named, first named, additional</td>
<td>5.1 Coverage forms</td>
</tr>
<tr>
<td>Policy period</td>
<td>HO-2 through HO-6, HO-8, Mobile Homeowner</td>
</tr>
<tr>
<td>Policy territory</td>
<td>5.2 Definitions</td>
</tr>
<tr>
<td>Cancellation and nonrenewal</td>
<td>5.3 Section I — Property coverages</td>
</tr>
<tr>
<td>Deductibles</td>
<td>Coverage A — Dwelling</td>
</tr>
<tr>
<td>Other insurance</td>
<td>Coverage B — Other structures</td>
</tr>
<tr>
<td>Nonconcurrency</td>
<td>Coverage C — Personal property</td>
</tr>
<tr>
<td>Primary and excess</td>
<td>Coverage D — Loss of use</td>
</tr>
<tr>
<td>Pro rata</td>
<td>Additional coverages</td>
</tr>
<tr>
<td>Contribution by equal shares</td>
<td>5.4 Section II — Liability coverages</td>
</tr>
<tr>
<td>Limits of liability</td>
<td>Coverage E — Personal liability</td>
</tr>
<tr>
<td>Per occurrence (accident)</td>
<td>Coverage F — Medical payments to others</td>
</tr>
<tr>
<td>Per person</td>
<td>Additional coverages</td>
</tr>
<tr>
<td>Aggregate — general versus products — completed operations</td>
<td>5.5 Perils insured against</td>
</tr>
<tr>
<td>Split</td>
<td>5.6 Exclusions</td>
</tr>
<tr>
<td>Combined single</td>
<td>5.7 Conditions</td>
</tr>
<tr>
<td>Policy limits</td>
<td>5.8 Selected endorsements</td>
</tr>
<tr>
<td>Restoration/nonreduction of limits</td>
<td>Special provisions — South Carolina (HO 01 39)</td>
</tr>
<tr>
<td>Coinurance</td>
<td>Limited fungi, wet or dry rot, or bacteria coverage (HO 04 26, HO 04 27)</td>
</tr>
<tr>
<td>Vacancy or unoccupancy</td>
<td>Permitted incidental occupancies (HO 04 42)</td>
</tr>
<tr>
<td>Named insured provisions</td>
<td>Home day care (HO 04 97)</td>
</tr>
<tr>
<td>Duties after loss</td>
<td>Earthquake (HO 04 54)</td>
</tr>
<tr>
<td>Assignment</td>
<td>Scheduled personal property (HO 04 61)</td>
</tr>
<tr>
<td>Abandonment</td>
<td>Personal property replacement cost (HO 04 90)</td>
</tr>
<tr>
<td>Insurer provisions</td>
<td>Business pursuits (HO 24 71)</td>
</tr>
<tr>
<td>Liberalization</td>
<td>Watercraft (HO 24 75)</td>
</tr>
</tbody>
</table>
6.0 Auto Insurance 18%

6.1 Laws

South Carolina Motor Vehicle Financial Responsibility Act (RL Title 56, Chapter 9)

Required limits of liability (38-77-140)

Uninsured/underinsured motorist (38-77-140, 150-170, 180-230, 260)

Definitions
Bodily injury
Property damage
Required limits
Cancellation/nonrenewal (38-77-120-124, 390; RL 56-10-280)

Reasons

6.2 Personal (’05) auto policy

Definitions
Liability coverage
Bodily injury and property damage
Supplementary payments
Exclusions
Medical payments coverage
Uninsured/underinsured motorists coverage
Coverage for damage to your auto
Collision
Other than collision
Deductibles (38-77-280)
Transportation expenses
Exclusions
Duties after an accident or loss
General provisions
Selected endorsements

Amendment of policy provisions – South Carolina (PP 01 78)
Towing and labor costs (PP 03 03)
Extended non-owned coverage (PP 03 06)
Miscellaneous type vehicle (PP 03 23)
Underinsured motorist (PP 03 11)

6.3 Commercial auto (’13)

Commercial auto coverage forms
Business auto
Garage
Business auto physical damage
Truckers
Motor carrier
Coverage form sections
Covered autos
Liability coverage
Uninsured/underinsured motorist’s coverage
Garagekeepers coverage
Physical damage coverage
Exclusions
Conditions
Definitions
Selected endorsements

Lessor – additional insured and loss payee (CA 20 01)
Employees as insureds (CA 99 33)
Auto medical payments coverage (CA 99 03)
Hired autos specified as covered autos you own (CA 99 16)
Individual named insured (CA 99 17)
Drive other car coverage (DOC)

7.0 Commercial Package Policy (CPP) 11%

7.1 Components of a commercial policy

Common policy declarations
Common policy conditions
One or more coverage parts

7.2 Commercial general liability (’13)

Commercial general liability coverage forms
Bodily injury and property damage liability
Personal and advertising injury liability
Medical payments
Exclusions
Supplementary payments
Who is an insured
Limits of insurance
Conditions
Definitions
Occurrence versus claims-made
Claims-made features
Trigger
Retroactive date
Extended reporting periods – basic versus supplemental
Claim information
Premises and operations
Products and completed operations
Insured contract

7.3 Commercial property (’10)

Commercial property conditions form
Coverage forms
Building and personal property
Condominium association
Commercial condominium unit-owners
Builders risk
Business income
Legal liability
Extra expense
Causes of loss forms
Basic
Broad
Special
Earthquake
Selected endorsements
Ordinance or law (CP 04 05)
Spoilage (CP 04 40)
Peak season limit of insurance (CP 12 30)
Value reporting form (CP 13 10)

7.4 Commercial crime (’06)

General definitions
Burglary
Theft
Robbery
Crime coverage forms
Commercial crime coverage forms
(disclosure/loss sustained)
Government crime coverage forms
(disclosure/loss sustained)
Coverages
Employee theft
Forgery or alteration
Inside the premises — theft of money and securities
Inside the premises — robbery or safe burglary
of other property
Outside the premises
Computer fraud
Funds transfer fraud
Money orders and counterfeit money
Other crime coverage
Extortion — commercial entities (CR 04 03)

7.5 Commercial inland marine
Nationwide marine definition
Commercial inland marine conditions form
Inland marine coverage forms
Accounts receivable
Bailee's customer
Commercial articles
Contractors equipment floater
Electronic data processing
Equipment dealers
Installation floater
Jewelers block
Signs
Valuable papers and records
Transportation coverages
Common carrier cargo liability
Motor truck cargo forms
Transit coverage forms

7.6 Equipment breakdown ('11)
Equipment breakdown protection coverage form (EB 00 20)
Selected endorsement
Actual cash value (EB 99 59)

7.7 Farm coverage
Farm property coverage form ('03)
Coverage A — Dwellings
Coverage B — Other private structures
Coverage C — Household personal property
Coverage D — Loss of use
Coverage E — Scheduled farm personal property
Coverage F — Unscheduled farm personal property
Coverage G — Other farm structures
Farm liability coverage form ('06)
Coverage H — Bodily injury and property damage liability
Coverage I — Personal and advertising injury liability
Coverage J — Medical payments
Livestock coverage form
Cause of loss (basic, broad and special)
Exclusions
Additional coverages
Limits of insurance
Conditions
Definitions

8.0 Businessowners ('10) Policy 6%

8.1 Characteristics and purpose

8.2 Businessowners Section I — Property
Coverage
Exclusions
Limits of insurance
Deductibles
Loss conditions
General conditions
Optional coverages
Definitions

8.3 Businessowners Section II — Liability
Coverages
Exclusions
Who is an insured
Limits of insurance
General conditions
Definitions

8.4 Businessowners Section III — Common Policy Conditions

8.5 Selected endorsements
Hired auto and non-owned auto liability (BP 04 04)
Protective safeguards (BP 04 30)
Utility services — direct damage (BP 04 56)
Utility services — time element (BP 04 57)
Optional coverages

9.0 Workers Compensation Insurance 5%

9.1 Workers compensation laws
Types of laws
Monopolistic versus competitive
Compulsory versus elective
South Carolina Workers' Compensation Law (RL Title 42)
Exclusive remedy (RL 42-1-540)
Employment covered (required, voluntary)
(RL 42-1-130; 310, 360)
Covered injuries (RL 42-1-15; RL 42-9-60; RL 42-15-20, 40)
Occupational disease (RL 42-1-10)
Benefits provided (RL 42-9-10; 260, 290; RL 42-13-90; RL 42-15-10, 60-70)

9.2 Workers compensation and employers liability insurance policy
General section
Part One — Workers compensation insurance
Part Two — Employers liability insurance
Part Three — Other states insurance
Part Four — Your duties if injury occurs
Part Five — Premium
Part Six — Conditions
Selected endorsement
Voluntary compensation

9.3 Premium computation
Job classification — payroll and rates
Experience modification factor
Premium discounts
Participation (dividend) plans
Audit

9.4 Sources of coverage
South Carolina Workers' Compensation Uninsured Employers' Fund (RL 42-7-200)
South Carolina residual workers compensation
Voluntary market
Self-insured funds
Captive companies

10.0 Surety and Fidelity 3%

10.1 Surety bonds
Nature of surety bonds
Surety bonds versus insurance
Parties of a surety bond — Principal, obligee, surety
Contract bonds
Purpose of license and permit bonds
Public official bonds
Judicial bonds
Fiduciary bonds

10.2 Fidelity coverages
11.0 Other Coverages and Options 6%

11.1 Umbrella/excess liability policies
- Personal (DL 98 01)
- Commercial (CU 00 01)

11.2 Specialty liability insurance
- Errors and omissions
- Professional liability
- Directors and officers liability
- Fiduciary liability
- Liquor liability
- Employment practices liability
- Identity Fraud Expense Coverage

11.3 National Flood Insurance Program
- (BP 14 01, HO 04 55)
- Employee Benefits Liability Coverage (CU 04 03)

11.4 South Carolina Wind and Hail Underwriting Association (SCWHUA) (38-75-310-460)
- Eligibility
- Coverage
- Limits
- Deductibles

11.5 Other policies
- Boatowners
- Personal Inland Marine

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- NFIP Dwelling Policy Form


South Carolina Property, Casualty, Surety and Marine Insurance Adjuster Series 19-11
100 questions - 2 hour time limit

<table>
<thead>
<tr>
<th>1.0 Insurance Regulation 10%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1 Director’s general duties and powers (38-3-60, 110)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1.2 Licensing requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Qualifications (38-47-10)</td>
</tr>
<tr>
<td>Emergency adjuster permit (Reg 69-1)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1.3 Maintenance and duration (38-47-40)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Change of address (38-47-15)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1.4 Disciplinary actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cease and desist order (38-59-20, 38-59-270)</td>
</tr>
<tr>
<td>Hearings (38-3-170; 38-57-200)</td>
</tr>
<tr>
<td>Penalties (38-2-10-30; 38-47-70)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1.5 Claim settlement laws and regulations (38-59-20)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract of adhesion</td>
</tr>
<tr>
<td>Aleatory contract</td>
</tr>
<tr>
<td>Personal contract</td>
</tr>
<tr>
<td>Unilateral contract</td>
</tr>
<tr>
<td>Conditional contract</td>
</tr>
<tr>
<td>Legal interpretations affecting contracts</td>
</tr>
<tr>
<td>Ambiguities in a contract of adhesion</td>
</tr>
<tr>
<td>Reasonable expectations</td>
</tr>
<tr>
<td>Indemnity</td>
</tr>
<tr>
<td>Utmost good faith</td>
</tr>
<tr>
<td>representations/omissions</td>
</tr>
<tr>
<td>Warranties</td>
</tr>
<tr>
<td>Concealment</td>
</tr>
<tr>
<td>Fraud</td>
</tr>
<tr>
<td>Waiver and estoppel</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2.0 Insurance Basics 14%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elements of a legal contract</td>
</tr>
<tr>
<td>Offer and acceptance</td>
</tr>
<tr>
<td>Consideration</td>
</tr>
<tr>
<td>Competent parties</td>
</tr>
<tr>
<td>Legal purpose</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2.1 Contract basics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nature of a legal contract</td>
</tr>
<tr>
<td>Offer and acceptance</td>
</tr>
<tr>
<td>Consideration</td>
</tr>
<tr>
<td>Competent parties</td>
</tr>
<tr>
<td>Legal purpose</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2.2 Insurance principles and concepts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Insurable interest</td>
</tr>
<tr>
<td>Hazards</td>
</tr>
<tr>
<td>Physical</td>
</tr>
<tr>
<td>Moral</td>
</tr>
<tr>
<td>Morale</td>
</tr>
<tr>
<td>Negligence</td>
</tr>
</tbody>
</table>
Elements of a negligent act
Defenses against negligence
Damages
Compensatory – special versus general
Punitive
Absolute liability
Strict liability
Vicarious liability
Causes of loss (perils)
Named perils versus special (open) perils
Direct loss
Consequential or indirect loss
Blanket versus specific insurance
Basic types of construction
Loss valuation
Actual cash value
Replacement cost
Functional replacement cost
Market value
Agreed value
Stated amount

2.3 Policy structure
Declarations
Definitions
Insuring agreement or clause
Additional/supplementary coverage
Conditions
Exclusions
Endorsements

2.4 Common policy provisions
Insureds – named, first named, additional
Policy period
Policy territory
Cancellation and nonrenewal
Deductibles
Other insurance
Nonconcurrency
Primary and excess
Pro rata
Contribution by equal shares
Limits of liability
Per occurrence (accident)
Per person
Split
Combined single
Coinsurance
Vacancy or unoccupancy
Named insured provisions
Duties after loss
Assignment
Abandonment
Insurer provisions
Liberalization
Subrogation
Salvage
Claim settlement options
Duty to defend
Third-party provisions
Standard mortgage clause
Loss payable clause
No benefit to the bailee

2.5 South Carolina laws, regulations and required provisions
South Carolina Valued Policy Law (38-75-20, 30)
South Carolina Property and Casualty Insurance
Cancellation, nonrenewal and renewal (38-75-710-790)
Insurance fraud act (38-55-510-590)
Arbitration of property damage liability claims (38-77-710-770)
Federal Terrorism Insurance Program (15 USC 6701; Public Law 107-297, 109-144, 110-160)

3.0 Adjusting Losses 20%
3.1 Role of the adjuster
Duties and responsibilities
Staff and independent adjuster versus public adjuster
Relationship to the legal profession
3.2 Claim reporting
Claim investigation
Claim file documentation of events
Types of reports
Initial or first field
Interim or status
Full formal
3.3 Property losses
Duties of insured after a loss
Notice to insurer
Minimizing the loss
Proof of loss
Production of books and records
Abandonment
Determining value and loss
Burden of proof of value and loss
Estimates
Depreciation
Salvage
Claim settlement options
Payment and discharge
3.4 Liability losses
Investigation procedures
Verify coverage
Determine liability
Gathering evidence
Physical evidence
Witness statements
Determining value of intangible damages
3.5 Coverage problems
Dealing with coverage disputes
Reservation of rights letter
Nonwaiver agreement
Declaratory judgment action
3.6 Claims adjustment procedures
Settlement procedures
Advance payments
Draft authority
Execution of releases
Subrogation procedures
Alternative dispute resolution
Appraisal
Arbitration
Competitive estimates
Mediation
Negotiation

4.0 Dwelling ('02) Policy 7%
4.1 Characteristics and purpose
4.2 Coverage forms – Perils insured against
### 4.3 Property coverages
- **Coverage A** — Dwelling
- **Coverage B** — Other structures
- **Coverage C** — Personal property
- **Coverage D** — Fair rental value
- **Coverage E** — Additional living expense

### 4.4 General exclusions

### 4.5 Conditions

### 4.6 Selected endorsements
- Special provisions — South Carolina (DP 01 39)
- Automatic increase in insurance (DP 04 11)
- Broad theft coverage (DP 04 72)
- Dwelling under construction (DP 11 43)

### 4.7 Personal liability supplement

### 5.0 Homeowners (**11**) Policy 15%

#### 5.1 Coverage forms
- HO-2 through HO-6
- HO-8

#### 5.2 Definitions

#### 5.3 Section I — Property coverages
- **Coverage A** — Dwelling
- **Coverage B** — Other structures
- **Coverage C** — Personal property
- **Coverage D** — Loss of use

#### 5.4 Section II — Liability coverages
- **Coverage E** — Personal liability
- **Coverage F** — Medical payments to others

#### 5.5 Perils insured against

#### 5.6 Exclusions

#### 5.7 Conditions

#### 5.8 Selected endorsements
- Special provisions — South Carolina (HO 01 39)
- Limited fungi, wet or dry rot, or bacteria coverage (HO 04 26, HO 04 27)
- Permitted incidental occupancies (HO 04 42)
- Scheduled personal property (HO 04 61)
- Personal property replacement cost (HO 04 90)
- Home day care (HO 04 97)
- Business pursuits (HO 24 71)
- Watercraft (HO 24 74)
- Personal injury (HO 24 82)
- Personal Inland Marine
- Water back-up (HO 04 95)
- Personal Inland Marine

### 6.0 Auto Insurance 19%

#### 6.1 Laws
- South Carolina Motor Vehicle Financial Responsibility Act (RL Title 56, Chapter 9)
- Required limits of liability (38-77-140)
- Uninsured/underinsured motorist (38-77-150-170, 180-230, 260)
- Definitions
- Bodily injury
- Property damage
- Required limits
- Cancellation/nonrenewal (38-77-120-124, 390)

#### Notice
- Constructive total loss
- Arbitration

### 6.2 Personal (**05**) auto policy

#### Definitions
- Liability coverage
- Bodily injury and property damage
- Supplementary payments
- Exclusions
- Medical payments coverage
- Uninsured motorists coverage
- Coverage for damage to your auto
- Collision
- Other than collision
- Deductibles
- Transportation expenses
- Exclusions
- Duties after an accident or loss
- General provisions
- Selected endorsements
- Amendment of policy provisions — South Carolina (PP 01 78)
- Towing and labor costs (PP 03 03)
- Extended non-owned coverage (PP 03 06)
- Joint ownership coverage (PP 03 34)

### 6.3 Commercial auto (**13**) auto coverage forms
- Business auto
- Garage
- Business auto physical damage
- Truckers
- Motor carrier

#### Coverage form sections
- Covered autos
- Liability coverage
- Garagekeepers coverage
- Physical damage coverage
- Exclusions
- Definitions
- Conditions
- Selected endorsements
- Lessor — additional insured and loss payee (CA 20 01)
- Mobile equipment (CA 20 15)
- Auto medical payments coverage (CA 99 03)
- Hired autos specified as covered autos you own (CA 99 16)
- Individual named insured (CA 99 17)
- Driver other car coverage (DOC)

### 7.0 Commercial Package Policy (CPP) 3%

#### 7.1 Components of a commercial policy
- Common policy declarations
- Common policy conditions
- Interline endorsements
- One or more coverage parts

#### 7.2 Commercial general liability (**13**)

#### Definitions
- Bodily injury and property damage liability
- Personal and advertising injury liability
- Medical payments
- Exclusions
- Supplementary payments
- Who is an insured
- Limits of insurance
- Conditions
<table>
<thead>
<tr>
<th>Definitions</th>
<th>property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Occurrence versus claims-made</td>
<td>Coverage F – Unscheduled farm personal property</td>
</tr>
<tr>
<td>Claims-made features</td>
<td>Coverage G – Other farm structures</td>
</tr>
<tr>
<td>Trigger</td>
<td>Farm liability coverage form (06)</td>
</tr>
<tr>
<td>Retroactive date</td>
<td>Coverage H – Bodily injury and property damage liability</td>
</tr>
<tr>
<td>Extended reporting periods – basic versus supplemental</td>
<td>Coverage I – Personal and advertising injury liability</td>
</tr>
<tr>
<td>Claim information</td>
<td>Coverage J – Medical payments</td>
</tr>
<tr>
<td>Premises and operations</td>
<td>Livestock coverage form</td>
</tr>
<tr>
<td>Products and completed operations</td>
<td>Mobile agricultural machinery and equipment coverage form</td>
</tr>
<tr>
<td>Insured contract</td>
<td>Cause of loss (basic, broad and special)</td>
</tr>
<tr>
<td><strong>7.3 Commercial property (’10)</strong></td>
<td>Exclusions</td>
</tr>
<tr>
<td>Commercial property conditions form</td>
<td>Additional coverages</td>
</tr>
<tr>
<td>Coverage forms</td>
<td>Limits of insurance</td>
</tr>
<tr>
<td>Building and personal property</td>
<td>Conditions</td>
</tr>
<tr>
<td>Condominium association</td>
<td>Definitions</td>
</tr>
<tr>
<td>Commercial condominium unit-owners</td>
<td><strong>7.7 Equipment breakdown (’11)</strong></td>
</tr>
<tr>
<td>Builders risk</td>
<td>Equipment breakdown protection coverage form (EB 00 20)</td>
</tr>
<tr>
<td>Business income</td>
<td>Selected endorsement</td>
</tr>
<tr>
<td>Legal liability</td>
<td>Actual cash value (EB 99 59)</td>
</tr>
<tr>
<td>Extra expense</td>
<td><strong>8.0 Businessowners (’10) Policy 3%</strong></td>
</tr>
<tr>
<td>Causes of loss forms</td>
<td><strong>8.1 Characteristics and purpose</strong></td>
</tr>
<tr>
<td>Basic</td>
<td><strong>8.2 Businessowners Section I — Property</strong></td>
</tr>
<tr>
<td>Broad</td>
<td>Coverage</td>
</tr>
<tr>
<td>Special</td>
<td>Exclusions</td>
</tr>
<tr>
<td>Earthquake</td>
<td>Limits of insurance</td>
</tr>
<tr>
<td>Selected endorsements</td>
<td>Deductibles</td>
</tr>
<tr>
<td>Ordinance or law (CP 04 05)</td>
<td>Loss conditions</td>
</tr>
<tr>
<td>Spillage (CP 04 40)</td>
<td>General conditions</td>
</tr>
<tr>
<td>Peak season limit of insurance (CP 12 30)</td>
<td>Optional coverages</td>
</tr>
<tr>
<td><strong>7.4 Commercial crime (’06)</strong></td>
<td>Definitions</td>
</tr>
<tr>
<td>General definitions</td>
<td><strong>8.3 Businessowners Section II — Liability</strong></td>
</tr>
<tr>
<td>Burglary</td>
<td>Coverages</td>
</tr>
<tr>
<td>Theft</td>
<td>Exclusions</td>
</tr>
<tr>
<td>Robbery</td>
<td>Who is an insured</td>
</tr>
<tr>
<td>Coverages</td>
<td>Limits of insurance</td>
</tr>
<tr>
<td>Employee theft</td>
<td>General conditions</td>
</tr>
<tr>
<td>Forgery or alteration</td>
<td>Definitions</td>
</tr>
<tr>
<td>Inside the premises – theft of money and securities</td>
<td><strong>8.4 Businessowners Section III — Common Policy Conditions</strong></td>
</tr>
<tr>
<td>Inside the premises – robbery or safe burglary of other property</td>
<td><strong>8.5 Selected endorsements</strong></td>
</tr>
<tr>
<td>Outside the premises</td>
<td>Hired auto and non-owned auto liability (BP 04 04)</td>
</tr>
<tr>
<td>Computer fraud</td>
<td>Protective safeguards (BP 04 30)</td>
</tr>
<tr>
<td>Funds transfer fraud</td>
<td><strong>9.0 Workers Compensation Insurance 3%</strong></td>
</tr>
<tr>
<td>Money orders and counterfeit money</td>
<td><strong>9.1 Workers compensation laws</strong></td>
</tr>
<tr>
<td>Other crime coverage</td>
<td>Types of laws</td>
</tr>
<tr>
<td>Extortion – commercial entities (CR 04 03)</td>
<td>Monopolistic versus competitive</td>
</tr>
<tr>
<td><strong>7.5 Commercial inland marine</strong></td>
<td>Compulsory versus elective</td>
</tr>
<tr>
<td>Nationwide marine definition</td>
<td>South Carolina Workers’ Compensation Law (RL Title 42)</td>
</tr>
<tr>
<td>Commercial inland marine conditions form</td>
<td>Exclusive remedy (RL 42-1-540)</td>
</tr>
<tr>
<td>Transportation coversages</td>
<td>Employment covered (required, voluntary) (RL 42-1-130-150, 310, 360)</td>
</tr>
<tr>
<td>Common carrier cargo liability</td>
<td>Covered injuries (RL 42-1-160; RL 42-9-60; RL 42-15-20, 40)</td>
</tr>
<tr>
<td>Motor truck cargo forms</td>
<td>Occupational disease (RL 42-11-10)</td>
</tr>
<tr>
<td>Transit coverage forms</td>
<td>Benefits provided (RL 42-9-10-30, 200, 260, 290; RL 42-13-90; RL 42-15-10, 60-70)</td>
</tr>
<tr>
<td><strong>7.6 Farm coverage</strong></td>
<td><strong>9.2 Workers compensation and employers liability insurance policy</strong></td>
</tr>
<tr>
<td>Farm property coverage form (’03)</td>
<td>General section</td>
</tr>
</tbody>
</table>
12.5 National Flood Insurance Program
12.3 Surplus lines
12.1 Umbrella/excess liability policies
Part Six — Conditions
9.3 Sources of coverage
South Carolina Workers’ Compensation Uninsured
Employers’ Fund (RL 42-7-200)
Self-insured employers (RL 42-5-20, 50)
South Carolina residual workers compensation
Voluntary market
Self-insured funds
Captive companies
10.0 Marine Insurance 2%
10.1 Hull coverage
Characteristics and purpose
Causes of loss
Claims (general provisions)
Collision liability
Limitations of liability
10.2 Cargo coverage
Characteristics and purpose
10.3 Protection and indemnity insurance
Insuring agreements
Indemnity principle
Liability of vessel owner
Common covered losses
Exclusions
Conditions regarding claims
11.0 Surety and Fidelity 2%
11.1 Surety bonds
Nature of surety bonds
Surety bonds versus insurance
Parties of a surety bond — Principal, obligee, surety
Contract bonds
Purpose of license and permit bonds
Public official bonds
Fiduciary bonds
11.2 Fidelity coverages
Nature of fidelity bonds
Employee theft coverage
12.0 Other Coverages and Options 2%
12.1 Umbrella/excess liability policies
Personal (DL 98 01)
Commercial (CU 00 01)
12.2 Specialty liability insurance
Errors and omissions
Professional liability
Directors and officers liability
Fiduciary liability
Liquor liability
Employment practices liability
12.3 Surplus lines
Definitions and markets
Licensing requirements
12.4 Aviation insurance
Aircraft hull
Aircraft liability
12.5 National Flood Insurance Program
Write your own versus government

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Qualifications (38-48-20)
Nonresident (38-47-20)
Process (38-48-30)

### 1.3 Maintenance and duration (38-48-60)
- Change of address (38-48-30)
- Contract requirements (38-48-80, 110)
- Records (38-48-120)

### 1.4 Disciplinary actions (38-48-60)
- Cease and desist order (38-59-20, 38-59-270)
- Hearings (38-3-170; 38-57-200)
- Penalties (38-2-10-30)

### 1.5 Claim settlement laws and regulations (38-48-70, 90)

#### 1.6 Federal regulation
- Fraud and false statements (18 USC 1033, 1034)

### 2.0 Insurance Basics 18%

#### 2.1 Contract basics
- Elements of a legal contract
  - Offer and acceptance
  - Consideration
  - Competent parties
  - Legal purpose
- Distinct characteristics of an insurance contract
  - Contract of adhesion
  - Aleatory contract
  - Personal contract
  - Unilateral contract
  - Conditional contract
- Legal interpretations affecting contracts
  - Ambiguities in a contract of adhesion
  - Reasonable expectations
  - Indemnity
  - Utmost good faith
- Representations/misrepresentations
- Warranties
- Concealment
- Fraud
- Waiver and estoppel

#### 2.2 Insurance principles and concepts
- Insurable interest
- Hazards
  - Physical
  - Moral
  - Morale
- Causes of loss (perils)
- Named perils versus special (open) perils
- Direct loss
- Consequential or indirect loss
- Blanket versus specific insurance
- Basic types of construction
- Loss valuation
  - Actual cash value
  - Replacement cost
  - Functional replacement cost
  - Market value
  - Agreed value
  - Stated amount

#### 2.3 Policy structure
- Declarations
- Definitions
- Insuring agreement or clause
- Additional/supplementary coverage
- Conditions

### 2.4 Common policy provisions
- Exclusions
- Endorsements
- Insureds – named, first named, additional
- Policy period
- Policy territory
- Cancellation and nonrenewal
- Deductibles
- Other insurance
  - Nonconcurrency
  - Primary and excess
- Pro rata
- Restoration/nonreduction of limits
- Coinsurance
- Vacancy or unoccupancy
- Assignment
- Liberalization
- Third-party provisions
  - Standard mortgage clause
- Loss payable clause
- No benefit to the bailee

#### 2.5 South Carolina laws, regulations and required provisions
- South Carolina Valued Policy Law (38-75-20, 30)
- South Carolina Property and Casualty Insurance Guaranty Association (38-31-10-170)
- Cancellation, nonrenewal and renewal (38-75-710–790)
- Federal Terrorism Insurance Program (15 USC 6701; Public Law 107–297, 109–144, 110–160)

### 3.0 Adjusting Losses 23%

#### 3.1 Role of the adjuster
- Duties and responsibilities
- Staff and independent adjuster versus public adjuster
- Relationship to the legal profession

#### 3.2 Claim reporting
- Claim investigation
- Claim file documentation of events
- Types of reports
  - Initial or first field
  - Interim or status
- Full formal

#### 3.3 Property losses
- Duties of insured after a loss
  - Notice to insurer
  - Minimizing the loss
  - Proof of loss
- Special requirements
- Production of books and records
- Abandonment
- Determining value and loss
  - Burden of proof of value and loss
  - Estimates
  - Depreciation
  - Salvage
- Claim settlement options
- Payment and discharge

#### 3.4 Coverage problems
- Dealing with coverage disputes

#### 3.5 Claims adjustment procedures
- Subrogation procedures
- Alternative dispute resolution
4.0 Dwelling ('02) Policy 7%
4.1 Characteristics and purpose
4.2 Coverage forms — Perils insured against
   - Basic
   - Broad
   - Special
4.3 Property coverages
   - Coverage A — Dwelling
   - Coverage B — Other structures
   - Coverage C — Personal property
   - Coverage D — Fair rental value
   - Coverage E — Additional living expense
4.4 General exclusions
4.5 Conditions
4.6 Selected endorsements
   - Special provisions — South Carolina (DP 01 39)
   - Automatic increase in insurance (DP 04 11)
   - Broad theft coverage (DP 04 72)
   - Dwelling under construction (DP 11 43)
5.0 Homeowners ('00) Policy 23%
5.1 Coverage forms
   - HO-2 through HO-6
   - HO-8
5.2 Definitions
5.3 Section I — Property coverages
   - Coverage A — Dwelling
   - Coverage B — Other structures
   - Coverage C — Personal property
   - Coverage D — Loss of use
   - Additional coverages
5.4 Perils insured against
5.5 Exclusions
5.6 Conditions
5.7 Selected endorsements
   - Special provisions — South Carolina (HO 01 39)
   - Limited fungi, wet or dry rot, or bacteria coverage (HO 04 26, HO 04 27)
   - Permitted incidental occupancies (HO 04 42)
   - Earthquake (HO 04 54)
   - Scheduled personal property (HO 04 61)
   - Personal property replacement cost (HO 04 90)
   - Home day care (HO 04 97)
   - Personal Inland Marine
6.0 Commercial Package Policy (CPP) 9%
6.1 Components of a commercial policy
   - Common policy declarations
   - Common policy conditions
   - Interline endorsements
   - One or more coverage parts
6.2 Commercial property ('07)
   - Commercial property conditions form
   - Coverage forms
     - Building and personal property
     - Condominium association
     - Condominium commercial unit-owners
     - Builders risk
   - Business income
   - Legal liability
   - Extra expense
   - Causes of loss forms
     - Basic
     - Broad
     - Special
   - Selected endorsements
     - Ordinance or law (CP 04 05)
     - Spoilage (CP 04 40)
     - Peak season limit of insurance (CP 12 30)
     - Value reporting form (CP 13 10)
6.3 Commercial inland marine
   - Nationwide marine definition
   - Commercial inland marine conditions form
   - Inland marine coverage forms
   - Accounts receivable
   - Bailee's customer
   - Commercial articles
   - Contractors equipment floater
   - Electronic data processing
   - Equipment dealers
   - Installation floater
   - Jewelers block
   - Signs
   - Valuable papers and records
6.4 Equipment breakdown ('08)
   - Equipment breakdown protection coverage form (EB 00 20)
   - Selected endorsement
   - Actual cash value (EB 99 59)
6.5 Farm coverage
   - Farm property coverage form ('03)
   - Coverage A — Dwellings
   - Coverage B — Other private structures
   - Coverage C — Household personal property
   - Coverage D — Loss of use
   - Coverage E — Scheduled farm personal property
   - Coverage F — Unscheduled farm personal property
   - Coverage G — Other farm structures
   - Livestock coverage form
   - Mobile agricultural machinery and equipment coverage form
   - Cause of loss (basic, broad, and special)
   - Exclusions
   - Additional coverages
   - Limits of insurance
   - Conditions
   - Definitions
7.0 Businessowners ('10) Policy — Property 3%
7.1 Characteristics and purpose
7.2 Businessowners Section I — Property
   - Coverage
   - Exclusions
   - Limits of insurance
   - Deductibles
   - Loss conditions
   - General conditions
   - Optional coverages
   - Definitions
7.3 Businessowners Section III — Common
### Policy Conditions

<table>
<thead>
<tr>
<th>7.4 Selected endorsements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Protective safeguards (BP 04 30)</td>
</tr>
<tr>
<td>Utility services – direct damage (BP 04 56)</td>
</tr>
<tr>
<td>Utility services – time element (BP 04 57)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>8.0 Other Coverages 7%</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.1 National Flood Insurance Program</td>
</tr>
<tr>
<td>Write your own versus government</td>
</tr>
<tr>
<td>Eligibility</td>
</tr>
<tr>
<td>Coverage</td>
</tr>
<tr>
<td>Limits</td>
</tr>
<tr>
<td>Deductibles</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>8.3 Other policies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boatowners</td>
</tr>
<tr>
<td>Difference in conditions</td>
</tr>
<tr>
<td>Aircraft hull</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>8.2 Ocean marine insurance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major coverages</td>
</tr>
<tr>
<td>Hull insurance</td>
</tr>
<tr>
<td>Cargo insurance</td>
</tr>
<tr>
<td>Freight insurance</td>
</tr>
<tr>
<td>Implied warranties</td>
</tr>
<tr>
<td>Perils</td>
</tr>
<tr>
<td>General and particular average</td>
</tr>
</tbody>
</table>

### REFERENCE LIST

The following list of reference materials were used to verify the accuracy of the test items for the examinations. They are listed for the purpose of test validation and do NOT constitute an endorsement or recommendation by PSI or the South Carolina Department of Insurance. Other publications are also available to study for the examinations.

This examination is CLOSED BOOK. The following reference material is not allowed in the examination center:


### South Carolina Surety Insurance Producer

**Series 19-08**

<table>
<thead>
<tr>
<th>1.0 Insurance Regulation</th>
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<tbody>
<tr>
<td><strong>1.1 Licensing</strong></td>
<td></td>
</tr>
<tr>
<td>Process (38-43-100)</td>
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</tr>
<tr>
<td>Types of licensees</td>
<td></td>
</tr>
<tr>
<td>Producer (38-43-10, 30)</td>
<td></td>
</tr>
<tr>
<td>Nonresident (38-43-70)</td>
<td></td>
</tr>
<tr>
<td>Broker (38-45-10, 38-45-20)</td>
<td></td>
</tr>
<tr>
<td>Maintenance and duration (38-43-110)</td>
<td></td>
</tr>
<tr>
<td>Reinstatement (38-43-110(B))</td>
<td></td>
</tr>
<tr>
<td>Reporting of actions (38-43-247)</td>
<td></td>
</tr>
<tr>
<td>Continuing education (38-43-106; 69-50)</td>
<td></td>
</tr>
<tr>
<td>Change of address (38-43-107)</td>
<td></td>
</tr>
<tr>
<td>Assumed names (38-43-10(C))</td>
<td></td>
</tr>
<tr>
<td>Disciplinary actions</td>
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</tr>
<tr>
<td>Cease and desist order (38-59-20, 38-59-270)</td>
<td></td>
</tr>
<tr>
<td>Hearings (38-3-170; 38-57-200)</td>
<td></td>
</tr>
<tr>
<td>Penalties (38-2-10 30, 38-43-130)</td>
<td></td>
</tr>
<tr>
<td><strong>1.2 State regulation</strong></td>
<td></td>
</tr>
<tr>
<td>Director’s general duties and powers (38-3-60, 110)</td>
<td></td>
</tr>
<tr>
<td>Company regulation</td>
<td></td>
</tr>
<tr>
<td>Certificate of authority (38-5-80)</td>
<td></td>
</tr>
<tr>
<td>Solvency (38-5-120)</td>
<td></td>
</tr>
<tr>
<td>Rates (38-3-110)</td>
<td></td>
</tr>
<tr>
<td>Policy forms (38-6-1-20)</td>
<td></td>
</tr>
<tr>
<td>Unfair claims settlement practices (38-59-20)</td>
<td></td>
</tr>
<tr>
<td>Examination of books and records (38-13-10 30)</td>
<td></td>
</tr>
<tr>
<td>Appointment (38-43-40, 50)</td>
<td></td>
</tr>
<tr>
<td>Termination of appointment (38-43-55)</td>
<td></td>
</tr>
<tr>
<td>Producer regulation</td>
<td></td>
</tr>
<tr>
<td>Commissions (38-43-200, 38-75-1000)</td>
<td></td>
</tr>
<tr>
<td>Records maintenance (38-43-250)</td>
<td></td>
</tr>
<tr>
<td>Failure to act as fiduciary (38-43-240)</td>
<td></td>
</tr>
<tr>
<td>Blank forms (38-43-260)</td>
<td></td>
</tr>
<tr>
<td>Sharing commissions (38-43-200)</td>
<td></td>
</tr>
<tr>
<td>Representing an unauthorized insurer (38-43-160-180)</td>
<td></td>
</tr>
<tr>
<td>Unfair and prohibited practices (38-43-130)</td>
<td></td>
</tr>
<tr>
<td>Misrepresentation (38-57-40)</td>
<td></td>
</tr>
<tr>
<td>False advertising (38-57-50)</td>
<td></td>
</tr>
<tr>
<td>Defamation (38-57-90)</td>
<td></td>
</tr>
<tr>
<td>Boycott, coercion and intimidation (38-57-100)</td>
<td></td>
</tr>
<tr>
<td>False financial statements (38-57-80)</td>
<td></td>
</tr>
<tr>
<td>Unfair discrimination (38-55-50)</td>
<td></td>
</tr>
<tr>
<td>Rebating (38-57-130)</td>
<td></td>
</tr>
<tr>
<td>Twisting (38-57-60)</td>
<td></td>
</tr>
<tr>
<td>Free insurance (38-57-170)</td>
<td></td>
</tr>
<tr>
<td>Prohibited inducements (38-57-130, 150)</td>
<td></td>
</tr>
<tr>
<td>Insurance fraud act (38-55-510-590)</td>
<td></td>
</tr>
<tr>
<td>Consumer information privacy regulation (Reg 69-58 Sec 1-16)</td>
<td></td>
</tr>
<tr>
<td><strong>1.3 Federal regulation</strong></td>
<td></td>
</tr>
<tr>
<td>Fair Credit Reporting Act (15 USC 1681-1681d)</td>
<td></td>
</tr>
<tr>
<td>Fraud and false statements (18 USC 1033, 1034)</td>
<td></td>
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</tbody>
</table>

### 2.0 General Insurance

<table>
<thead>
<tr>
<th>20%</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2.1 Concepts</strong></td>
</tr>
<tr>
<td>Risk management key terms</td>
</tr>
<tr>
<td>Risk</td>
</tr>
<tr>
<td>Exposure</td>
</tr>
<tr>
<td><strong>Hazard</strong></td>
</tr>
<tr>
<td>---</td>
</tr>
<tr>
<td><strong>Peril</strong></td>
</tr>
<tr>
<td><strong>Loss</strong></td>
</tr>
<tr>
<td><strong>Methods of handling risk</strong></td>
</tr>
<tr>
<td><strong>Avoidance</strong></td>
</tr>
<tr>
<td><strong>Retention</strong></td>
</tr>
<tr>
<td><strong>Sharing</strong></td>
</tr>
<tr>
<td><strong>Reduction</strong></td>
</tr>
<tr>
<td><strong>Transfer</strong></td>
</tr>
<tr>
<td><strong>Elements of insurable risks</strong></td>
</tr>
<tr>
<td><strong>Adverse selection</strong></td>
</tr>
<tr>
<td><strong>Law of large numbers</strong></td>
</tr>
<tr>
<td><strong>Reinsurance</strong></td>
</tr>
</tbody>
</table>

### 2.2 Insurers

<table>
<thead>
<tr>
<th><strong>Types of insurers</strong></th>
<th><strong>Insurers</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Stock companies</strong></td>
<td><strong>Types of insurers</strong></td>
</tr>
<tr>
<td><strong>Mutual companies</strong></td>
<td><strong>Stock companies</strong></td>
</tr>
<tr>
<td><strong>Fraternal benefit societies</strong></td>
<td><strong>Mutual companies</strong></td>
</tr>
<tr>
<td><strong>Lloyd's associations</strong></td>
<td><strong>Fraternal benefit societies</strong></td>
</tr>
<tr>
<td><strong>Risk retention groups</strong></td>
<td><strong>Lloyd's associations</strong></td>
</tr>
<tr>
<td><strong>Definition and purpose of captive companies</strong></td>
<td><strong>Risk retention groups</strong></td>
</tr>
<tr>
<td><strong>Self-insured funds</strong></td>
<td><strong>Definition and purpose of captive companies</strong></td>
</tr>
<tr>
<td><strong>Private versus government insurers</strong></td>
<td><strong>Self-insured funds</strong></td>
</tr>
<tr>
<td><strong>Authorized versus unauthorized insurers</strong></td>
<td><strong>Private versus government insurers</strong></td>
</tr>
<tr>
<td><strong>Domestic, foreign and alien insurers</strong></td>
<td><strong>Authorized versus unauthorized insurers</strong></td>
</tr>
<tr>
<td><strong>Financial status (independent rating services)</strong></td>
<td><strong>Domestic, foreign and alien insurers</strong></td>
</tr>
</tbody>
</table>

### 2.3 Producers and general rules of agency

<table>
<thead>
<tr>
<th><strong>Insurer as principal</strong></th>
<th><strong>Producers and general rules of agency</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Producer/insurer relationship</strong></td>
<td><strong>Insurer as principal</strong></td>
</tr>
<tr>
<td><strong>Authority and powers of producers</strong></td>
<td><strong>Producer/insurer relationship</strong></td>
</tr>
<tr>
<td><strong>Express</strong></td>
<td><strong>Authority and powers of producers</strong></td>
</tr>
<tr>
<td><strong>Implied</strong></td>
<td><strong>Express</strong></td>
</tr>
<tr>
<td><strong>Apparent</strong></td>
<td><strong>Implied</strong></td>
</tr>
<tr>
<td><strong>Responsibilities to the applicant/insured</strong></td>
<td><strong>Apparent</strong></td>
</tr>
</tbody>
</table>

### 2.4 Contracts

<table>
<thead>
<tr>
<th><strong>Elements of a legal contract</strong></th>
<th><strong>Contracts</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Offer and acceptance</strong></td>
<td><strong>Elements of a legal contract</strong></td>
</tr>
<tr>
<td><strong>Consideration</strong></td>
<td><strong>Offer and acceptance</strong></td>
</tr>
<tr>
<td><strong>Competent parties</strong></td>
<td><strong>Consideration</strong></td>
</tr>
<tr>
<td><strong>Legal purpose</strong></td>
<td><strong>Competent parties</strong></td>
</tr>
<tr>
<td><strong>Distinct characteristics of an insurance contract</strong></td>
<td><strong>Legal purpose</strong></td>
</tr>
<tr>
<td><strong>Contract of adhesion</strong></td>
<td><strong>Distinct characteristics of an insurance contract</strong></td>
</tr>
<tr>
<td><strong>Aleatory contract</strong></td>
<td><strong>Contract of adhesion</strong></td>
</tr>
<tr>
<td><strong>Unilateral contract</strong></td>
<td><strong>Aleatory contract</strong></td>
</tr>
<tr>
<td><strong>Conditional contract</strong></td>
<td><strong>Unilateral contract</strong></td>
</tr>
<tr>
<td><strong>Legal interpretations affecting contracts</strong></td>
<td><strong>Conditional contract</strong></td>
</tr>
<tr>
<td><strong>Ambiguities in a contract of adhesion</strong></td>
<td><strong>Legal interpretations affecting contracts</strong></td>
</tr>
<tr>
<td><strong>Reasonable expectations</strong></td>
<td><strong>Ambiguities in a contract of adhesion</strong></td>
</tr>
<tr>
<td><strong>Indemnity</strong></td>
<td><strong>Reasonable expectations</strong></td>
</tr>
<tr>
<td><strong>Utmost good faith</strong></td>
<td><strong>Indemnity</strong></td>
</tr>
<tr>
<td><strong>Representations/misrepresentations</strong></td>
<td><strong>Utmost good faith</strong></td>
</tr>
<tr>
<td><strong>Warranties</strong></td>
<td><strong>Representations/misrepresentations</strong></td>
</tr>
<tr>
<td><strong>Concealment</strong></td>
<td><strong>Warranties</strong></td>
</tr>
<tr>
<td><strong>Fraud</strong></td>
<td><strong>Concealment</strong></td>
</tr>
<tr>
<td><strong>Waiver and estoppel</strong></td>
<td><strong>Fraud</strong></td>
</tr>
</tbody>
</table>

### 3.0 Surety Bonds

<table>
<thead>
<tr>
<th><strong>3.1 Nature of surety bonds</strong></th>
<th><strong>3.0 Surety Bonds</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Surety bonds versus insurance</strong></td>
<td><strong>3.1 Nature of surety bonds</strong></td>
</tr>
<tr>
<td><strong>Parties of a surety bond</strong></td>
<td><strong>Surety bonds versus insurance</strong></td>
</tr>
<tr>
<td><strong>Principal</strong></td>
<td><strong>Parties of a surety bond</strong></td>
</tr>
<tr>
<td><strong>Obligee</strong></td>
<td><strong>Principal</strong></td>
</tr>
</tbody>
</table>

### 3.2 Types of surety bonds

<table>
<thead>
<tr>
<th><strong>Contract bonds</strong></th>
<th><strong>Types of surety bonds</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bid</strong></td>
<td><strong>Contract bonds</strong></td>
</tr>
<tr>
<td><strong>Performance</strong></td>
<td><strong>Bid</strong></td>
</tr>
<tr>
<td><strong>Payment</strong></td>
<td><strong>Performance</strong></td>
</tr>
<tr>
<td><strong>Maintenance</strong></td>
<td><strong>Payment</strong></td>
</tr>
<tr>
<td><strong>Purpose of license and permit bonds</strong></td>
<td><strong>Maintenance</strong></td>
</tr>
<tr>
<td><strong>Types of guarantees</strong></td>
<td><strong>Purpose of license and permit bonds</strong></td>
</tr>
<tr>
<td><strong>Financial</strong></td>
<td><strong>Types of guarantees</strong></td>
</tr>
<tr>
<td><strong>Indemnity</strong></td>
<td><strong>Financial</strong></td>
</tr>
<tr>
<td><strong>Public official bond</strong></td>
<td><strong>Indemnity</strong></td>
</tr>
<tr>
<td><strong>Statutory, common law, or voluntary</strong></td>
<td><strong>Public official bond</strong></td>
</tr>
<tr>
<td><strong>Individual</strong></td>
<td><strong>Statutory, common law, or voluntary</strong></td>
</tr>
<tr>
<td><strong>Name schedule</strong></td>
<td><strong>Individual</strong></td>
</tr>
<tr>
<td><strong>Position schedule</strong></td>
<td><strong>Name schedule</strong></td>
</tr>
<tr>
<td><strong>Judicial bonds</strong></td>
<td><strong>Position schedule</strong></td>
</tr>
<tr>
<td><strong>Attachment</strong></td>
<td><strong>Judicial bonds</strong></td>
</tr>
<tr>
<td><strong>Garnishment</strong></td>
<td><strong>Attachment</strong></td>
</tr>
<tr>
<td><strong>Replevin</strong></td>
<td><strong>Garnishment</strong></td>
</tr>
<tr>
<td><strong>Counter-replevin</strong></td>
<td><strong>Replevin</strong></td>
</tr>
<tr>
<td><strong>Stay of execution</strong></td>
<td><strong>Counter-replevin</strong></td>
</tr>
<tr>
<td><strong>Release attachment</strong></td>
<td><strong>Stay of execution</strong></td>
</tr>
<tr>
<td><strong>Bail</strong></td>
<td><strong>Release attachment</strong></td>
</tr>
<tr>
<td><strong>Appeal</strong></td>
<td><strong>Bail</strong></td>
</tr>
<tr>
<td><strong>Cost</strong></td>
<td><strong>Appeal</strong></td>
</tr>
<tr>
<td><strong>Injunction</strong></td>
<td><strong>Cost</strong></td>
</tr>
<tr>
<td><strong>Dissolve injunction</strong></td>
<td><strong>Injunction</strong></td>
</tr>
<tr>
<td><strong>Discharge mechanics lien</strong></td>
<td><strong>Dissolve injunction</strong></td>
</tr>
<tr>
<td><strong>Fiduciary bonds</strong></td>
<td><strong>Discharge mechanics lien</strong></td>
</tr>
<tr>
<td><strong>Probate</strong></td>
<td><strong>Fiduciary bonds</strong></td>
</tr>
<tr>
<td><strong>Equity</strong></td>
<td><strong>Probate</strong></td>
</tr>
<tr>
<td><strong>Miscellaneous surety bonds</strong></td>
<td><strong>Equity</strong></td>
</tr>
<tr>
<td><strong>Reclamation</strong></td>
<td><strong>Miscellaneous surety bonds</strong></td>
</tr>
<tr>
<td><strong>Self-insurance workers compensation</strong></td>
<td><strong>Reclamation</strong></td>
</tr>
</tbody>
</table>

### 4.0 Fidelity Coverages

<table>
<thead>
<tr>
<th><strong>4.1 Nature of fidelity bonds</strong></th>
<th><strong>4.0 Fidelity Coverages</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Insuring agreement</strong></td>
<td><strong>4.1 Nature of fidelity bonds</strong></td>
</tr>
<tr>
<td><strong>Discovery versus loss sustained forms</strong></td>
<td><strong>Insuring agreement</strong></td>
</tr>
<tr>
<td><strong>Bond period</strong></td>
<td><strong>Discovery versus loss sustained forms</strong></td>
</tr>
<tr>
<td><strong>Discovery period</strong></td>
<td><strong>Bond period</strong></td>
</tr>
<tr>
<td><strong>Limit of liability</strong></td>
<td><strong>Discovery period</strong></td>
</tr>
<tr>
<td><strong>Aggregate</strong></td>
<td><strong>Limit of liability</strong></td>
</tr>
<tr>
<td><strong>Single loss</strong></td>
<td><strong>Aggregate</strong></td>
</tr>
<tr>
<td><strong>Termination of coverage</strong></td>
<td><strong>Single loss</strong></td>
</tr>
</tbody>
</table>

### 4.2 Employee theft coverage

<table>
<thead>
<tr>
<th><strong>4.2 Employee theft coverage</strong></th>
<th><strong>4.2 Employee theft coverage</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Individual bonds</strong></td>
<td><strong>Individual bonds</strong></td>
</tr>
<tr>
<td><strong>Blanket</strong></td>
<td><strong>Blanket</strong></td>
</tr>
<tr>
<td><strong>Scheduled</strong></td>
<td><strong>Scheduled</strong></td>
</tr>
<tr>
<td><strong>Named employee</strong></td>
<td><strong>Named employee</strong></td>
</tr>
<tr>
<td><strong>Specified position</strong></td>
<td><strong>Specified position</strong></td>
</tr>
<tr>
<td><strong>Pension plan, ERISA compliance</strong></td>
<td><strong>Pension plan, ERISA compliance</strong></td>
</tr>
</tbody>
</table>

### 4.3 Financial institution bonds

<table>
<thead>
<tr>
<th><strong>4.3 Financial institution bonds</strong></th>
<th><strong>4.3 Financial institution bonds</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Form 14 Securities dealers</strong></td>
<td><strong>Form 14 Securities dealers</strong></td>
</tr>
<tr>
<td><strong>Form 15 Finance companies</strong></td>
<td><strong>Form 15 Finance companies</strong></td>
</tr>
<tr>
<td><strong>Form 23 Credit unions</strong></td>
<td><strong>Form 23 Credit unions</strong></td>
</tr>
<tr>
<td><strong>Form 24 Banks and thrifts</strong></td>
<td><strong>Form 24 Banks and thrifts</strong></td>
</tr>
<tr>
<td><strong>Form 25 Insurance companies</strong></td>
<td><strong>Form 25 Insurance companies</strong></td>
</tr>
<tr>
<td><strong>A — Fidelity</strong></td>
<td><strong>Form 25 Insurance companies</strong></td>
</tr>
<tr>
<td><strong>B — On premises</strong></td>
<td><strong>A — Fidelity</strong></td>
</tr>
<tr>
<td><strong>C — In transit</strong></td>
<td><strong>B — On premises</strong></td>
</tr>
<tr>
<td><strong>D — Forgery or alteration</strong></td>
<td><strong>C — In transit</strong></td>
</tr>
</tbody>
</table>
**REFERENCE LIST**

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---

**South Carolina Examination for Surplus Lines Insurance Broker**

**Series 19-26**

50 questions - 1-hour time limit

**1.0 Insurance Regulation 50%**

**1.1 Licensing**

- Who may be licensed
- Resident (38-45-20)
- Licensing requirements (38-5-180, 38-45-10, 20, 40)
- Maintenance and duration
- Term and reinstatement (38-45-50)
- Change of address (38-45-35)
- Disciplinary actions
- Revocation (38-45-140; 38-2-10)
- Penalties (38-45-150; 38-2-10)
- Bulletin 2009-17
- False advertising (38-57-50)

**1.2 General requirements**

- South Carolina Property and Casualty Insurance
- Guaranty Association
  - Plan of operation (38-31-70)
  - Powers and duties of director (38-31-80)
  - Definitions (38-31-20)
  - Application of chapter (38-31-30)
  - Recovery rights and nonduplication (38-31-90, 100)
  - Rates and premiums (38-31-140)
- Insurer regulation
  - Rates (38-3-110)

---

Policy forms (38-61-20)
Causes of Insolvencies
Key Indicators of Insolvencies
Roles and Concerns of Regulators
Personal liability (38-45-120, 38-25-360)

**1.3 Surplus lines coverages and authority of broker**

- Types of coverages available
- Characteristics and uses
  - Classification of Surplus Lines Risks
    - Distressed
    - Unique
    - High Capacity
- Binding
- Claims
  - Commissions (38-45-100)
  - Errors and omissions

**1.4 General prohibitions**

- Unfair and prohibited practices
  - Misrepresentation (38-57-40)
  - Unfair discrimination (38-55-50)
  - Rebating (38-57-130)
  - Prohibited inducements (38-57-130, 150)
  - Unfair claim settlement practices (38-59-20)
  - Dodd-Frank changes

**2.0 General Insurance 20%**

**2.1 Concepts**

- Risk management key terms
  - Risk
  - Exposure
  - Hazard
  - Peril
  - Loss
- Methods of handling risk
  - Avoidance
  - Retention
  - Sharing
  - Reduction
  - Transfer
- Elements of insurable risks
  - Adverse selection
  - Law of large numbers
  - Reinsurance

**2.2 Insurers**

- Types of insurers
  - Lloyd's associations
  - Risk retention groups
- Private versus government insurers
- Authorized versus unauthorized insurers
- Domestic, foreign and alien insurers
- Financial status (independent rating services)
- Marketing (distribution) systems

**2.3 Producers and general rules of agency**

- Insurer as principal
- Producer/insurer relationship
- Authority and powers of producers
  - Express
  - Implied
  - Apparent
- Responsibilities to the applicant/insured

**2.4 Contracts**

- Elements of a legal contract
- Offer and acceptance
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Other publications are also available to study for the examinations.

Lloyd’s of London website, www.lloyds.com


South Carolina Producer’s Examination for Title Insurance Series 19-10  
60 questions - 65-minute time limit

1.0 Insurance Regulation 10%
Licensing
Process (38-43-100)
Types of licensees
Producer (38-43-10)
Nonresident (38-43-70)
Temporary (38-43-102)
Maintenance and duration
Change of address (38-43-107)
Reinstatement (38-43-110(8))
Reporting of actions (38-43-247)
Assumed names (38-43-10(C))
Renewal (38-43-110; SC Reg. 69-33)
Disciplinary actions
Cease and desist order (38-59-20, 38-59-270)
Hearings (38-3-170; 38-57-200)
Penalties (38-2-10-30, 38-43-130)
SC Reg. 69-18(2)(c)
Licensee Regulation
Director's general duties and powers (38-3-60, 110)
Company regulation
Certificate of authority (38-5-80)
Solvency (38-5-120)
Rates (38-3-110)
Policy forms (38-61-20)
Unfair claims settlement practices (38-59-20)
Examination of books and records (38-13-10-30)
Appointment (38-43-40, 50)
Termination of appointment (38-43-55)
Producer regulation
Commissions (38-43-200, 38-75-1000)
Record maintenance (38-43-250)
Failure to act as fiduciary (38-43-240)
Blank forms (38-43-260)
Unfair inducements and marketing practices in obtaining title insurance business (Reg 69-18)
Sharing commissions (38-43-200)
Representing an unauthorized insurer (38-43-160-180)
Financial interest (38-75-960)
Unfair and prohibited practices (38-43-130)
Misrepresentation (38-57-40)
False advertising (38-57-50)
Defamation (38-57-90)
Boycott, coercion, and intimidation (38-57-100)
False financial statements (38-57-80)
Unfair discrimination (38-55-50)
Rebating (38-57-130)
Prohibited inducements (38-57-130, 150)
Insurance fraud act (38-55-510-590)
Consumer information privacy regulation (Reg 69-58 Sec 1-16)
Federal Regulation
Fair Credit Reporting Act (15 USC 1681-1681d)
Fraud and false statements (18 USC 1033, 1034)
<table>
<thead>
<tr>
<th>2.0 General Insurance 5%</th>
<th>Legal descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concepts</td>
<td>Types of legal descriptions</td>
</tr>
<tr>
<td>Elements of insurable risks</td>
<td>Types of measurements used</td>
</tr>
<tr>
<td>Insurable Interest</td>
<td>Language of legal descriptions</td>
</tr>
<tr>
<td>Producers and general rules of agency</td>
<td>Structure and format</td>
</tr>
<tr>
<td>Insurer as principal</td>
<td>Interpretation</td>
</tr>
<tr>
<td>Producer/insurer relationship</td>
<td>Recording</td>
</tr>
<tr>
<td>Authority and powers of producers</td>
<td>Requirements to record</td>
</tr>
<tr>
<td>Express</td>
<td>4.0 Title Insurance 20%</td>
</tr>
<tr>
<td>Implied</td>
<td>Title insurance principles</td>
</tr>
<tr>
<td>Apparent</td>
<td>Risk of error in public records</td>
</tr>
<tr>
<td>Responsibilities to the applicant/insured</td>
<td>Hidden off-record title risks</td>
</tr>
<tr>
<td>Contracts</td>
<td>Risk of omission and commission by producer</td>
</tr>
<tr>
<td>Elements of legal contract</td>
<td>Entities that can be insured; need for insurance</td>
</tr>
<tr>
<td>Offer and acceptance</td>
<td>Individual</td>
</tr>
<tr>
<td>Consideration</td>
<td>Commercial</td>
</tr>
<tr>
<td>Competent parties</td>
<td>Interests that can be insured</td>
</tr>
<tr>
<td>Legal purpose</td>
<td>Fee simple estate</td>
</tr>
<tr>
<td>Legal interpretations affecting contracts</td>
<td>Leasehold estate</td>
</tr>
<tr>
<td>Ambiguities in a contract of adhesion</td>
<td>Life estate</td>
</tr>
<tr>
<td>Reasonable expectations</td>
<td>Easements</td>
</tr>
<tr>
<td>Indemnity</td>
<td>Title insurance forms</td>
</tr>
<tr>
<td>Utmost good faith</td>
<td>Commitments</td>
</tr>
<tr>
<td>Representations/misrepresentations</td>
<td>Owner's policy</td>
</tr>
<tr>
<td>Warranties</td>
<td>Loan policy</td>
</tr>
<tr>
<td>Concealment</td>
<td>Title insurance policy structure and provisions</td>
</tr>
<tr>
<td>Fraud</td>
<td>Covered risks</td>
</tr>
<tr>
<td>Waiver and estoppel</td>
<td>Schedule A</td>
</tr>
<tr>
<td>3.0 Real Property 35%</td>
<td>Schedule B - Exceptions from coverage</td>
</tr>
<tr>
<td>Concepts, principles, and practices</td>
<td>Exclusions from coverage</td>
</tr>
<tr>
<td>Definition of real property</td>
<td>Conditions</td>
</tr>
<tr>
<td>Types of real property</td>
<td>Endorsements</td>
</tr>
<tr>
<td>Title to real property</td>
<td>5.0 Title Exceptions and Procedures for Clearing Title 30%</td>
</tr>
<tr>
<td>Marketable title</td>
<td>Principles and concepts</td>
</tr>
<tr>
<td>Acquisition and transfer of real property</td>
<td>General exceptions</td>
</tr>
<tr>
<td>Conveyances</td>
<td>Voluntary and involuntary liens</td>
</tr>
<tr>
<td>Deed covenants and warranties</td>
<td>Federal liens</td>
</tr>
<tr>
<td>Encumbrances (29-1-10)</td>
<td>Mortgage</td>
</tr>
<tr>
<td>Adverse possession</td>
<td>Judgments</td>
</tr>
<tr>
<td>Condemnation</td>
<td>Taxes and assessments</td>
</tr>
<tr>
<td>Accession</td>
<td>Surveys</td>
</tr>
<tr>
<td>Escheats</td>
<td>Condominiums</td>
</tr>
<tr>
<td>Involuntary alienation</td>
<td>Water rights</td>
</tr>
<tr>
<td>Abandonment</td>
<td>Mineral rights</td>
</tr>
<tr>
<td>Judicial sales</td>
<td>Equitable interests</td>
</tr>
<tr>
<td>Decedents estates</td>
<td>Executions</td>
</tr>
<tr>
<td>Intestate</td>
<td>Covenants</td>
</tr>
<tr>
<td>Testate</td>
<td>Conditions</td>
</tr>
<tr>
<td>Trusts</td>
<td>Restrictions</td>
</tr>
<tr>
<td>Types of joint ownership</td>
<td>Unauthorized practices of law</td>
</tr>
<tr>
<td>Tenants in common</td>
<td>Special problem areas and concerns</td>
</tr>
<tr>
<td>Joint tenancy</td>
<td>Acknowledgments</td>
</tr>
<tr>
<td>Acknowledgments</td>
<td>Mechanic's lien</td>
</tr>
<tr>
<td>Legal capacity of parties</td>
<td>Bankruptcy</td>
</tr>
<tr>
<td>Individuals</td>
<td>Probate</td>
</tr>
<tr>
<td>Corporations</td>
<td>Good faith</td>
</tr>
<tr>
<td>General partnerships</td>
<td>Foreclosure</td>
</tr>
<tr>
<td>Limited partnerships</td>
<td>Claims against the title</td>
</tr>
<tr>
<td>Fictitious names</td>
<td>Lis pendens</td>
</tr>
<tr>
<td>Trust agreements</td>
<td>Insuring manufactured homes as real property</td>
</tr>
<tr>
<td>Limited Liability Company (LLC)</td>
<td>Principle of clearing title</td>
</tr>
<tr>
<td>Power of attorney</td>
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</tr>
</tbody>
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### South Carolina Variable Contracts Producer

<table>
<thead>
<tr>
<th>Series</th>
<th>19-07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Questions</td>
<td>100</td>
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<tr>
<td>Time limit</td>
<td>2-hour</td>
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</tbody>
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#### 1.0 Insurance Regulation 15%

- **1.1 Licensing**
  - Process (38-43-100)
  - Types of licensees
    - Producer (38-43-10-30)
    - Nonresident (38-43-70)
    - Temporary (38-43-102)
    - Broker (38-45-10)
  - Maintenance and duration (38-43-110)
  - Reinstatement (38-43-110(b))
  - Reporting of actions (38-43-247)
  - Change of address (38-43-107)
  - Assumed names (38-43-10(c))
  - Continuing education (38-43-106; 69-50)

- **Disciplinary actions**
  - Cease and desist order (38-59-20, 38-59-270)
  - Hearings (38-3-170; 38-57-200)
  - Penalties (38-2-10-30, 38-43-130)

#### 1.2 State regulation

- **Director's general duties and powers** (38-3-60, 110)
- **Company regulation**
  - Certificate of authority (38-5-80)
  - Solvency (38-5-120)
  - Unfair claims settlement practices (38-59-20)
  - Examination of books and records (38-13-10-30)
  - Appointment (38-43-40, 50)
  - Termination of appointment (38-43-55)

- **Producer regulation**
  - Commissions (38-43-200, 38-75-1000)
  - Records maintenance (38-43-250)
  - Misappropriation of funds (38-43-240, 420)
  - Blank forms (38-43-260)
  - Sharing commissions (38-43-200)
  - Representing an unauthorized insurer (38-43-160-180)
  - Unfair and prohibited practices (38-43-130)
  - Misrepresentation (38-57-40)
  - False advertising (38-57-50)
  - Defamation (38-57-90)
  - Boycott, coercion and intimidation (38-57-100)
  - False financial statements (38-57-80)
  - Unfair discrimination (38-55-50)
  - Rebating (38-57-130)
  - Twisting (38-57-60)
  - Free insurance (38-57-170)
  - Prohibited inducements (38-57-130, 150)
  - Insurance fraud act (38-55-510-590)
  - Consumer information privacy regulation (Reg 69-58 Sec 1-16)

#### 1.3 Federal regulation

- **Fair Credit Reporting Act** (15 USC 1681-1681d)
- **Fraud and false statements** (18 USC 1033, 1034)

#### 2.0 General Insurance 10%

- **2.1 Concepts**
  - Risk management key terms
    - Risk
    - Exposure
    - Hazard
    - Peril
    - Loss
  - Methods of handling risk

---

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- **American Land Title Association (ALTA) Loan Policy**, American Land Title Association, (202) 296-3671, [www.alta.org/forms/](http://www.alta.org/forms/)
- **American Land Title Association (ALTA) Owners Policy**, American Land Title Association, (202) 296-3671, [www.alta.org/forms/](http://www.alta.org/forms/)
<table>
<thead>
<tr>
<th>2.2 Insurers</th>
<th>4.5 Separate accounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Types of insurers</td>
<td>4.6 Charges and fees</td>
</tr>
<tr>
<td>Stock companies</td>
<td>4.7 Loans</td>
</tr>
<tr>
<td>Mutual companies</td>
<td>5.0 Annuities 30%</td>
</tr>
<tr>
<td>Fraternal benefit societies</td>
<td>5.1 Annuity principles and concepts</td>
</tr>
<tr>
<td>Lloyd's associations</td>
<td>Accumulation period versus annuity period</td>
</tr>
<tr>
<td>Captive companies (Title 38, Ch 90)</td>
<td>Owner, annuitant and beneficiary</td>
</tr>
<tr>
<td>Private versus government insurers</td>
<td>Insurance aspects of annuities</td>
</tr>
<tr>
<td>Domestic, foreign and alien insurers</td>
<td>5.2 Immediate versus deferred annuities</td>
</tr>
<tr>
<td>Financial status (independent rating services)</td>
<td>Single premium immediate annuities (SPIAs)</td>
</tr>
<tr>
<td>Marketing (distribution) systems</td>
<td>Deferred annuities</td>
</tr>
<tr>
<td>2.3 Producers and general rules of agency</td>
<td>Premium payment options</td>
</tr>
<tr>
<td>Insurer as principal</td>
<td>Nonforfeiture</td>
</tr>
<tr>
<td>Producer/insurer relationship</td>
<td>Surrender charges</td>
</tr>
<tr>
<td>Authority and powers of producers</td>
<td>Death benefits</td>
</tr>
<tr>
<td>Express</td>
<td>5.3 Annuity (benefit) payment options</td>
</tr>
<tr>
<td>Implied</td>
<td>Life contingency options</td>
</tr>
<tr>
<td>Apparent</td>
<td>Pure life versus life with guaranteed minimum</td>
</tr>
<tr>
<td>Responsibilities to the applicant/insured</td>
<td>Single life versus multiple life</td>
</tr>
<tr>
<td>2.4 Contracts</td>
<td>Annuities certain (types)</td>
</tr>
<tr>
<td>Elements of a legal contract</td>
<td>5.4 Variable annuities</td>
</tr>
<tr>
<td>Offer and acceptance</td>
<td>Assets in a separate account</td>
</tr>
<tr>
<td>Consideration</td>
<td>Free look</td>
</tr>
<tr>
<td>Competent parties</td>
<td>Contract charges</td>
</tr>
<tr>
<td>Legal purpose</td>
<td>Sales charge</td>
</tr>
<tr>
<td>Distinct characteristics of an insurance contract</td>
<td>Deferred sales charge</td>
</tr>
<tr>
<td>Contract of adhesion</td>
<td>Annual contract fee</td>
</tr>
<tr>
<td>Aleatory contract</td>
<td>Mortality and expense charge</td>
</tr>
<tr>
<td>Personal contract</td>
<td>Investment management charge</td>
</tr>
<tr>
<td>Unilateral contract</td>
<td>State premium tax</td>
</tr>
<tr>
<td>Conditional contract</td>
<td>Accumulation period — units</td>
</tr>
<tr>
<td>Legal interpretations affecting contracts</td>
<td>Annuity period — units</td>
</tr>
<tr>
<td>Ambiguities in a contract of adhesion</td>
<td>Assumed interest rate (AIR)</td>
</tr>
<tr>
<td>Reasonable expectations</td>
<td>Combination annuities — contracts with fixed and variable accounts</td>
</tr>
<tr>
<td>Indemnity</td>
<td>Riders (living benefits and death benefits)</td>
</tr>
<tr>
<td>utmost good faith</td>
<td>5.5 Annuity products</td>
</tr>
<tr>
<td>Representations/misrepresentations</td>
<td>General account assets</td>
</tr>
<tr>
<td>Warranties</td>
<td>Interest rate guarantees (minimum versus current)</td>
</tr>
<tr>
<td>Concealment</td>
<td>Level benefit payment amount</td>
</tr>
<tr>
<td>Fraud</td>
<td>Equity indexed annuities</td>
</tr>
<tr>
<td>Waiver and estoppel</td>
<td>Market value adjusted annuities</td>
</tr>
<tr>
<td>3.0 Regulation of Variable Products 10%</td>
<td>5.6 Uses of annuities</td>
</tr>
<tr>
<td>3.1 Securities Exchange Act of 1933</td>
<td>Lump-sum settlements</td>
</tr>
<tr>
<td>3.2 Securities Exchange Act of 1934</td>
<td>Qualified retirement plans</td>
</tr>
<tr>
<td>Suitability</td>
<td>Group versus individual annuities</td>
</tr>
<tr>
<td>Compliance</td>
<td>Personal uses</td>
</tr>
<tr>
<td>3.3 Investment Company Act of 1940</td>
<td>Individual retirement plans (IRAs)</td>
</tr>
<tr>
<td>3.4 State regulation of variable products</td>
<td>Tax-deferred growth</td>
</tr>
<tr>
<td>4.0 Nature of Variable Life Products 15%</td>
<td>Retirement income</td>
</tr>
<tr>
<td>Amounts available to policyowner</td>
<td>Education funds</td>
</tr>
<tr>
<td>4.1 Variable life versus variable universal life</td>
<td>6.0 Federal Tax Considerations for Life Insurance and Annuities 10%</td>
</tr>
<tr>
<td>4.2 Fixed premium payment versus flexible payment</td>
<td>6.1 Taxation of personal life insurance</td>
</tr>
<tr>
<td>4.3 Face value versus death benefit</td>
<td>Cash value increases</td>
</tr>
<tr>
<td>4.4 Cash values</td>
<td>Dividends</td>
</tr>
<tr>
<td>4.5 Separate accounts</td>
<td>Policy loans</td>
</tr>
<tr>
<td>4.6 Charges and fees</td>
<td>Surrenders</td>
</tr>
<tr>
<td>4.7 Loans</td>
<td>Amounts received by beneficiary</td>
</tr>
<tr>
<td>5.0 Annuities 30%</td>
<td>General rule and exceptions</td>
</tr>
<tr>
<td>5.1 Annuity principles and concepts</td>
<td>Settlement options</td>
</tr>
<tr>
<td>Accumulation period versus annuity period</td>
<td>Owner, annuitant and beneficiary</td>
</tr>
<tr>
<td>Owner, annuitant and beneficiary</td>
<td>Insurance aspects of annuities</td>
</tr>
<tr>
<td>5.2 Immediate versus deferred annuities</td>
<td>Single premium immediate annuities (SPIAs)</td>
</tr>
<tr>
<td>Deferred annuities</td>
<td>Premium payment options</td>
</tr>
<tr>
<td>Premium payment options</td>
<td>Nonforfeiture</td>
</tr>
<tr>
<td>Nonforfeiture</td>
<td>Surrender charges</td>
</tr>
<tr>
<td>Surrender charges</td>
<td>Death benefits</td>
</tr>
<tr>
<td>Death benefits</td>
<td>5.3 Annuity (benefit) payment options</td>
</tr>
<tr>
<td>Life contingency options</td>
<td>Pure life versus life with guaranteed minimum</td>
</tr>
<tr>
<td>Pure life versus life with guaranteed minimum</td>
<td>Single life versus multiple life</td>
</tr>
<tr>
<td>Single life versus multiple life</td>
<td>Annuities certain (types)</td>
</tr>
<tr>
<td>5.4 Variable annuities</td>
<td>Assets in a separate account</td>
</tr>
<tr>
<td>Assets in a separate account</td>
<td>Free look</td>
</tr>
<tr>
<td>Free look</td>
<td>Contract charges</td>
</tr>
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<td>Contract charges</td>
<td>Sales charge</td>
</tr>
<tr>
<td>Sales charge</td>
<td>Deferred sales charge</td>
</tr>
<tr>
<td>Deferred sales charge</td>
<td>Annual contract fee</td>
</tr>
<tr>
<td>Annual contract fee</td>
<td>Mortality and expense charge</td>
</tr>
<tr>
<td>Mortality and expense charge</td>
<td>Investment management charge</td>
</tr>
<tr>
<td>Investment management charge</td>
<td>State premium tax</td>
</tr>
<tr>
<td>State premium tax</td>
<td>Accumulation period — units</td>
</tr>
<tr>
<td>Accumulation period — units</td>
<td>Annuity period — units</td>
</tr>
<tr>
<td>Annuity period — units</td>
<td>Assumed interest rate (AIR)</td>
</tr>
<tr>
<td>Assumed interest rate (AIR)</td>
<td>Combination annuities — contracts with fixed and variable accounts</td>
</tr>
<tr>
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<td>Riders (living benefits and death benefits)</td>
</tr>
<tr>
<td>Riders (living benefits and death benefits)</td>
<td>5.5 Annuity products</td>
</tr>
<tr>
<td>Fixed annuities</td>
<td>General account assets</td>
</tr>
<tr>
<td>General account assets</td>
<td>Interest rate guarantees (minimum versus current)</td>
</tr>
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<td>Interest rate guarantees (minimum versus current)</td>
<td>Level benefit payment amount</td>
</tr>
<tr>
<td>Level benefit payment amount</td>
<td>Equity indexed annuities</td>
</tr>
<tr>
<td>Equity indexed annuities</td>
<td>Market value adjusted annuities</td>
</tr>
<tr>
<td>Market value adjusted annuities</td>
<td>5.6 Uses of annuities</td>
</tr>
<tr>
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<td>Lump-sum settlements</td>
</tr>
<tr>
<td>Lump-sum settlements</td>
<td>Qualified retirement plans</td>
</tr>
<tr>
<td>Qualified retirement plans</td>
<td>Group versus individual annuities</td>
</tr>
<tr>
<td>Group versus individual annuities</td>
<td>Personal uses</td>
</tr>
<tr>
<td>Personal uses</td>
<td>Individual retirement plans (IRAs)</td>
</tr>
<tr>
<td>Individual retirement plans (IRAs)</td>
<td>Tax-deferred growth</td>
</tr>
<tr>
<td>Tax-deferred growth</td>
<td>Retirement income</td>
</tr>
<tr>
<td>Retirement income</td>
<td>Education funds</td>
</tr>
<tr>
<td>Education funds</td>
<td>6.0 Federal Tax Considerations for Life Insurance and Annuities 10%</td>
</tr>
<tr>
<td>6.0 Federal Tax Considerations for Life Insurance and Annuities 10%</td>
<td>6.1 Taxation of personal life insurance</td>
</tr>
<tr>
<td>Amounts available to policyowner</td>
<td>Cash value increases</td>
</tr>
<tr>
<td>Cash value increases</td>
<td>Dividends</td>
</tr>
<tr>
<td>Dividends</td>
<td>Policy loans</td>
</tr>
<tr>
<td>Policy loans</td>
<td>Surrenders</td>
</tr>
<tr>
<td>Surrenders</td>
<td>Amounts received by beneficiary</td>
</tr>
<tr>
<td>Amounts received by beneficiary</td>
<td>General rule and exceptions</td>
</tr>
<tr>
<td>General rule and exceptions</td>
<td>Settlement options</td>
</tr>
</tbody>
</table>
### 6.2 Modified endowment contracts (MECs)
- Modified endowment versus non-MEC life insurance
- Seven-pay test
- Distributions

### 6.3 Taxation of non-qualified annuities
- Individually-owned
  - Accumulation phase (taxation issues related to withdrawals)
  - Annuity phase and the exclusion ratio
  - Distributions at death
- Corporate-owned
  - Values included in the annuitant's estate
  - Amounts received by beneficiary
  - Required minimum distributions
- Roth IRAs
  - Contributions and limits
  - Distributions

### 6.4 Taxation of individual retirement plans (IRAs)
- Traditional IRAs
  - Contributions and deductible amounts
  - Premature distributions (including taxation issues)
- Annuity phase benefit payments
- Values included in the annuitant's estate
- Rollovers and transfers (IRAs and qualified plans)
- Simplified employee pension (SEPs)
- Self-employed plans (HR 10 Keogh plans)
- Deferred compensation qualified plan, Roth option
- Profit-sharing and 401(k) plans
- SIMPLE plans
- Defined benefit pension plans
- Section 457 deferred compensation (nonqualified)
- 403(b) tax-sheltered annuities (TSAs)

### 6.5 Rollovers and transfers (IRAs and qualified plans)

### 7.0 Qualified Plans 10%

#### 7.1 General requirements
- ERISA 408(b)(2) disclosure rules

#### 7.2 Federal tax considerations
- Tax advantages for employers and employees
- Taxation of distributions (age related)

#### 7.3 Plan types, characteristics and purchasers
- Simplified employee pension (SEPs)
- Self-employed plans (HR 10 Keogh plans)
- Deferred compensation qualified plan, Roth option
- Profit-sharing and 401(k) plans
- SIMPLE plans
- Defined benefit pension plans
- Section 457 deferred compensation (nonqualified)
- 403(b) tax-sheltered annuities (TSAs)

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<table>
<thead>
<tr>
<th>South Carolina Workers Compensation Insurance Adjuster Series 19-25</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1.0 Insurance Regulation</strong> 8%</td>
</tr>
<tr>
<td><strong>1.1 Director's general duties and powers (38-3-60, 110)</strong></td>
</tr>
<tr>
<td><strong>1.2 Licensing requirements</strong></td>
</tr>
<tr>
<td>Qualifications (38-47-10)</td>
</tr>
<tr>
<td>Nonresident (38-47-20)</td>
</tr>
<tr>
<td>Emergency adjuster permit (Reg 69-1)</td>
</tr>
<tr>
<td><strong>1.3 Maintenance and duration (38-47-40)</strong></td>
</tr>
<tr>
<td>Change of address (38-47-15)</td>
</tr>
<tr>
<td><strong>1.4 Disciplinary actions</strong></td>
</tr>
<tr>
<td>Cease and desist order (38-59-20, 38-59-270)</td>
</tr>
<tr>
<td>Hearings (38-3-170; 38-57-200)</td>
</tr>
<tr>
<td>Penalties (38-2-10 30; 38-47-70)</td>
</tr>
<tr>
<td><strong>1.5 Claim settlement laws and regulations (38-59-20)</strong></td>
</tr>
<tr>
<td><strong>1.6 Federal regulation</strong></td>
</tr>
<tr>
<td>Fraud and false statements (18 USC 1033, 1034)</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>2.0 Insurance Basics</strong> 20%</th>
</tr>
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<tbody>
<tr>
<td><strong>2.1 Contract basics</strong></td>
</tr>
<tr>
<td>Elements of a legal contract</td>
</tr>
<tr>
<td>Offer and acceptance</td>
</tr>
<tr>
<td>Consideration</td>
</tr>
<tr>
<td>Competent parties</td>
</tr>
<tr>
<td>Legal purpose</td>
</tr>
<tr>
<td>Distinct characteristics of an insurance contract</td>
</tr>
<tr>
<td>Contract of adhesion</td>
</tr>
<tr>
<td>Aleatory contract</td>
</tr>
<tr>
<td>Personal contract</td>
</tr>
<tr>
<td>Unilateral contract</td>
</tr>
<tr>
<td>Conditional contract</td>
</tr>
<tr>
<td>Utmost good faith</td>
</tr>
<tr>
<td>Representations/misrepresentations</td>
</tr>
<tr>
<td>Warranties</td>
</tr>
<tr>
<td>Concealment</td>
</tr>
<tr>
<td>Fraud</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>2.2 Insurance principles and concepts</strong></th>
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</thead>
<tbody>
<tr>
<td>Negligence</td>
</tr>
<tr>
<td>Elements of a negligent act</td>
</tr>
<tr>
<td>Defenses against negligence</td>
</tr>
<tr>
<td>Absolute liability</td>
</tr>
</tbody>
</table>
3.0 Adjusting Losses 32%
3.1 Role of the adjuster
- Duties and responsibilities
- Relationship to the legal profession
3.2 Claim reporting
3.3 Liability losses
3.4 Coverage problems
3.5 Claims adjustment procedures
4.0 Workers Compensation Insurance 30%
4.1 Medical tests
- Laboratory
- Radiography (X-ray)
- Magnetic resonance imaging (MRI)
- Computerized tomography (CT or CAT)
- Electromyography (EMG)
- Nerve conduction studies
- Myelography
- Arthroscopy
- Electrocardiogram (EKG or ECG)
- Electroencephalography (EEG)

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Be prepared with the following information before you begin the registration process. Read the Candidate Information Bulletin before filling out this registration form. You must provide all information requested and submit the appropriate fee. Registration forms that are incomplete or not accompanied by the proper fee will be returned unprocessed. Examination fees are not refundable or transferable.

Legal Name: _____________________________________________________________________________

Last Name First Name M.I.

Social Security: ___-___-______ (FOR IDENTIFICATION PURPOSES ONLY)

Mailing Address: _________________________________________________________________________

Street Apt/Ste

City State Zip Code

Telephone: ___________ Cell ___________ - ___________ Race: ______ Gender: _______________________

Email: ________________________________________________

Examination: (check one)

☐ Accident and Health Insurance Producer - Series 19-02  ☐ Professional Bail Bondsman/Runner - Series 19-16
☐ Casualty Insurance Producer - Series 19-06  ☐ Property Insurance Producer - Series 19-05
☐ Crop Hail Insurance Adjuster - Series 19-13  ☐ Property, Casualty, Surety and Marine Adjuster - Series 19-11
☐ Crop Insurance Producer - Series 19-22  ☐ Public Adjuster - Series 19-14
☐ Life Insurance Producer - Series 19-01  ☐ Surety Insurance Producer - Series 19-08
☐ Life, Accident and Health Insurance Producer - Series 19-03  ☐ Surplus Lines Broker - Series 19-26
☐ Motor Vehicle Damage Appraiser - Series 19-15  ☐ Title Insurance Producer - Series 19-10
☐ Personal Lines Adjuster - Series 19-23  ☐ Variable Contracts Producer - Series 19-07
☐ Personal Lines Insurance Producer - Series 19-17  ☐ Workers Compensation Insurance Adjuster - Series 19-25

Total Fee Included: $45 per examination. Checks, money orders and cashier’s checks will not be accepted.

Check one: ☐ VISA ☐ MasterCard ☐ American Express ☐ Discover

Card Number: _____________________________ Exp. Date: _____________________________

Card Verification No: ______________

The card verification number may be located on the back of the card (the last three digits on the signature strip) or on the front of the card (the four digits to the right and above the card account number).

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Cardholder Name (Print): __________________________________________ Signature: ____________________

I am submitting the Exam Accommodations Request and required documentation. ☐ Yes ☐ No

Affidavit: I certify that the information provided on this registration form (and/or telephonically to PSI) is correct. I understand that any falsification of information may result in denial of licensure. I have read and understand the Candidate Information Bulletin.

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- 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