

INSTRUCTIONS FOR ONLINE PRELICENSING (UCANPASS) *Works best with Internet Explorer

How to Register for online UCanPass system:

- Go to www.ucanpass.com
- On left side, click “New Users”
- Using the drop down boxes answer these questions:
 - In which state will you earn your license?
 - Where does your RVP live? – Mississippi
 - What is your RVP’s Name? – Jared L Nelson
 - What is your RVP’s Rep ID? – MFG21
- Step 2: Online prelicensing course (\$0.00) – Click “continue”
- Enroll – click “Continue”
- Select “Create an Account” and complete the registration process.
 - It will ask you to fill out a “Billing address” – do not let that worry you, this online class is paid for. Just put in your regular mailing address.
- Once complete, click “Register”, then review & “Accept Terms”.
 - (future logins you will use your email and password to access ucanpass)
- You will return to the uCanPass home page, Click “Returning Users”
- You will be asked to verify your information, answer security questions – fill in any missing info
 - For SSN use format XXX-XX-XXXX
- Click “Continue” – Now you are registered! Click “Launch course”
- Click the link “Click Here to Launch Your Course”
- Keep Clicking “Next >” through all the introduction info. until you get to a welcome video that you can skip by clicking “Close Window”. Then click “Next”.
- Click “I agree” to terms and privacy policy, then click “Continue”
- You will now arrive at the **Main Menu** of the UCanPass system.

The online class schedule is in six 2 - 3 hour Study Sessions

Study Session 1

- A. Watch “Intro & Chapter 1” video (52 min) at www.rvptraining.com/online-class
- B. Do Ch. 1 quizzes (1 – 1.5 hours) at www.ucanpass.com under “Study by Topic”

Study Session 2

- A. Watch “Chapter 2” video (83 min) at www.rvptraining.com/online-class
- B. Do Ch. 2 quizzes (1 - 2 hours) at www.ucanpass.com under “Study by Topic”

Study Session 3

- A. Watch “Chapter 3” video (60 min) at www.rvptraining.com/online-class
- B. Do Ch. 3 quizzes (1 - 2 hours) at www.ucanpass.com under “Study by Topic”

Study Session 4

- A. Watch “Chapter 4” video (46 min) at www.rvptraining.com/online-class
- B. Do Ch. 4 quizzes (1 – 1.5 hours) at www.ucanpass.com under “Study by Topic”

Study Session 5

- A. Watch “Chapter 5” video (47 min) at www.rvptraining.com/online-class
- B. Do Ch. 5 quizzes (1 – 2 hours) at www.ucanpass.com under “Study by Topic”

Study Session 6

- A. Pass the Certificate Exam (1.5 - 2 hours) at www.ucanpass.com

Accessing Chapter quizzes & quiz-taking strategy:

- From **UCanPass Main Menu**: choose “Study by Topic”, then “Select Chapter” in top left corner.
- From drop-down menu click Ch.1 “Completing the application, Underwriting, & Delivering the Policy”
- You will bypass all the info & go straight to the “Quiz” button in the top right corner.
- After watching the Intro & Chapter 1 life video you will take Ch. 1 quizzes using our quiz strategy.
- Take the Ch. 1 quizzes until you make a 70%+, then immediately move on & repeat this process with Chapters 2–5 . Pass all 5 chapter quizzes w/ a 70%+ & this will “unlock” the Certificate exam.

Receive Course Credit:

- You must pass the Certificate Exam with 70%+ to receive course completion credit.
- Once you click “Certificate exam” on main menu, read the instructions carefully, then click “Next”
- The next page is the Proctor Affidavit where you fill in their information.
- Your proctor cannot be a relative or a Primerica rep/employee; friend or co-worker is fine
- Click “Next” & begin exam: Use google or Socratic app to pass the certificate exam on the 1st attempt.
- Watch the 5 min “Tips to Pass the Certificate Exam Quickly” video on this method at the bottom of www.rvptraining.com/online-class
- When you pass the Certificate exam, you qualify for the test voucher to schedule your real exam ASAP.

Request test voucher:

- Call RLC to request voucher: 850-562-4726. They will ask for name and REP ID.
- Calling is much faster, but you can email the request to FL.RLC@primerica.com

Register account, & Schedule exam:

- Go to: www.pearsonvue.com/ms/insurance
- Click “Create Account”
- A privacy policy box will pop up, scroll down to the bottom, check box & click “I Agree”
- Select “No, I do not know my MSINS ID”
- Enter in your personal info- (name, DOB, etc.) EXACTLY as it appears on your ID that you will take to the testing center, then Click Next.
- Enter your home address information & phone number, then click Next
- Create your username, password, & security questions
- Once logged in, click “View Exams”
- Search for exam name “MS Life Producer” and click Go
- Click the link “MS Life Producer”, then click “Next”
- Select from the drop-down menu “Online Training”
- Two new questions will generate:
- Select from the drop-down menu “ExamFX” (online class provider)
- Then enter the month/year of course completion, then Click “Next”, then click “Next” again
- Testing centers near your hometown will pop up & you can select which testing site you would like.
- Check the box out beside the address of which site you want, then click next.
- Choose the desired date & time you would like to take your exam, then click Next
(*you might want to look at more than one testing site to see what dates & times they have to available*)
- Confirm the information & scroll to the bottom of the page & click “Proceed to Checkout”
- Review the Terms & Conditions and click Agree
- Under the total amount due, click the little arrow next to Add Voucher or Promo Code – a box will pop up to enter your voucher code, then click Apply
- Scroll to the bottom of the page and click Next. (*you will receive an email confirmation*)

How to study until your exam date:

- Continue reviewing for your exam by taking the all the chapter quizzes again.
- Attend the Life Review Study Halls on ZOOM – Monday 6:00-8:30pm. The zoom ID is: 655757665.
- Make sure to bring 2 forms of ID to the exam location (driver’s license & credit/debit card is easiest)
- Once you have passed your exam - **Turn in your pass notice ASAP to get your license appointed!**

How to turn in Pass Notice:

- Turn into our local office: [3900 Lakeland Drive, Suite 500 Flowood, MS 39232](http://3900LakelandDriveSuite500FlowoodMS39232) or
- Scan or take a very clear picture of the pass notice & email it to: nelsonconsulting@hotmail.com or
- Fax your pass notice to the office: 601.932.0124

Turn in completed NAIC application– ask trainer/RVP for this form:

Send to Flowood office via in person, via email: nelsonconsulting@hotmail.com, or via fax: 601.932.0124.

(*Not turning in will delay your license.)

If you have ANY questions at all regarding licensing, Please call the office at (601) 932-0122.

