

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? – ask Trainer/RVP
 - What is your RVP’s Name? – ask Trainer/RVP
 - What is your RVP’s Rep ID? – ask Trainer/RVP
- 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/life-videos
- 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/life-videos
- 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/life-videos
- 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/life-videos
- 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/life-videos
- 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: Ask Trainer/RVP for strategies for passing on the first attempt.
- 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 Pearsonvue account & Schedule exam:

- To register for exam go to: www.pearsonvue.com/ms/insurance
- Click “Create Account”
- A privacy policy box will pop up, check “I agree” to all the questions & Hit “Agree” at the bottom.
- Enter in your info- (name, DOB, ssn, email) 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 user name, password, & security questions
- Once logged in, click “View Exams”
- Search for exam name “MS Life Producer” and click Go
- Select “InsMS-Life01” - in person at a local testing center (preferred)
 - (There is an online remote testing available: Click “OPMS_Life01” for more details)
- Click Next
- Select from the drop down menu “Class Room Training”
- Two new questions will generate:
- Select from the drop down menu “Primerica Life Insurance Company”
- Then enter the month/year of course completion – Then Click Next
- Review the Terms & policies then hit “Agree”
- Testing centers near your listed address will pop up & you can select a testing site. Make sure you look at more than one site to see your test date & options.
- Check the box beside which location you want, then click next.
- Click the desired date & time of your exam, then click “Book this appointment”
- Review & confirm the information, then scroll to the bottom of the page & click “Proceed to Checkout”
- Below Estimated Total Due, click the arrow beside “Add Voucher or Promo Code” – a blank box will pop up > enter the voucher code that you requested from RLC.
- Click Apply then scroll to the bottom of the page and click Next.
- You will receive a confirmation via email that your test is scheduled.

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 – ask RVP/trainer about local or online review classes available
- 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 your trainer, RVP, or local office ASAP **OR**
- Fax or email to our Regional Licensing Center: fl.rlc@primerica.com or fax: 850-562-4726
(Write your REP ID/Solution # on pass notice before sending)

Turn in completed NAIC application – ask trainer/RVP:

Ask your trainer or RVP for this form, fill out & turn back into them **ASAP**.

This can be done before taking exam, or immediately after you pass (**Not turning in will delay your license.*)

Plan Your Study Schedule

Study Session 1

- A. Watch "Intro & Chapter 1" video (52 min) at www.rvptraining.com/life-videos
- 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 (80 min) at www.rvptraining.com/life-videos
- 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/life-videos
- 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/life-videos
- 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/life-videos
- 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

Sun	Mon	Tue	Wed	Thu	Fri	Sat