

# Lincoln Financial

## REQUIRED CARRIER SPECIFIC TRAINING (CST) INSTRUCTIONS

**Annuity Carrier Specific Product Training** and state mandated **NAIC Annuity Training** (see STATE ANNUITY SUITABILITY TRAINING REQUIREMENT for regulation) must be completed prior to soliciting business. Failure to do so will result in rejected business.

Please carefully review the information below and provide a copy of the training certificate to ECA Marketing ([licensing@ecamarketing.com](mailto:licensing@ecamarketing.com)) once complete.

If you will not be participating in solicitation of annuity products with this carrier, you can bypass the CST requirements. **Life** producers are required to abide by the rules set in place by the carrier for any additional training requirements. Review **ADDITIONAL REQUIRED TRAINING** before proceeding.

### **Annuity Carrier Specific Product Training**

#### **Who should complete the product training?**

Only agents in NAIC regulated states must complete product training (see attached Annuity Suitability Training Requirement). States that do not require a 4-hour state training but still require carrier product training include: FL, NY and UT.

#### **When can the product training be taken?**

Training can be taken at any time, an agent number is not required. The training can be taken prior to or the same day that new business is solicited.

**Product Training Directions:** The step-by-step instructions for registering and accessing the training can be found on the LFG Life and Annuity Compliance page or by request from ECA Marketing. A copy of the certificate must be sent to [licensing@ecamarketing.com](mailto:licensing@ecamarketing.com).

Go to: <http://naic.pinpointglobal.com/LincolnFinancial/Apps/default.aspx>

### **Additional Required Training**

#### **Anti-Money Laundering Training (AML):**

Lincoln Financial will accept all AML vendors. If the course was taken through any vendor other than LIMRA a copy of the certificate is mandatory. Renewal required every 24-months. If not compliant with AML, Lincoln Financial will terminate the agent contract resulting in loss of access to all client information. AML must be in good standing order before the agent contract will be approved.

#### **LTC CE training:**

MoneyGuard products are underwritten by LTC therefore, all producers in states that mandate LTC CE must be in compliance and current with the necessary training prior to soliciting business. A copy of the Certificate must be provided with the agent contract.

To view LTC Training requirements by state, see attached pages.



# Long-Term Care Hybrid Products

## State Insurance Licensing and Training Requirements

Lincoln Life and Annuity

A copy of the training certificate identifying the state for which the course was taken, must be received by Producer Solutions before authority to sell Life and Annuity/Long-Term Care product(s) can be granted. **Please send certificates of completion via e-mail, fax or mail to:**

**E-mail:** Contracting@lfg.com

**Fax:** (603)-226-5311

**Mail:** Lincoln Financial Group, Attention: Producer Solutions Operations, P.O. Box 515, Concord, NH 03302-0515

Note: In order to sell variable contracts (including variable life and annuities) an individual must pass the FINRA Investment Company Products/Variable Contracts Representative Exam (also known as the "Series 6") and hold the appropriate state insurance licenses.

### State Insurance Licensing and Training Requirements

STATE	LIFE	HEALTH	Pre-Sale Hours	Ongoing Hours	Reciprocal	Effective Date
Alabama	X	X	8 hours	4 hours every 2 years	Yes	12/31/09
Alaska	X	X	8 hours	4 hours every 2 years	Yes	7/1/2011
American Samoa			None	None	N/A	
Arizona	X	X	8 hours	4 hours every 2 years	Resident – No NonResident – Yes	6/30/09
Arkansas	X	X	8 hours	4 hours every 2 years	Yes	7/01/09
California <sup>1</sup>	X	X	8 hours CA Approved LTC	8 hours biennially	No	7/01/93
Colorado <sup>2</sup>	X		16 hours - 8 hours LTC General and 8 hours partnership program	5 hours every 2 years within the following licensing period	Resident – No NonResident – Yes <sup>2</sup>	1/01/09
Connecticut	X	X	Partnership Requirement- Not Applicable to Lincoln LTC Products	Partnership Requirement- Not Applicable to Lincoln LTC Products	Courses can be used in other states that accept reciprocity	
Delaware <sup>3</sup>	X	X	None	3 hours in LTC (Resident Only)	No	3/01/06
DC	X	X	None	None	N/A	
Florida	X	X	8 hours	4 hours biennially	Yes	1/01/08
Guam			None	None	N/A	
Georgia	X	X	Partnership Requirement- Not Applicable to Lincoln LTC Products	Partnership Requirement- Not Applicable to Lincoln LTC Products	Courses can be used in other states that accept reciprocity	
Hawaii <sup>4</sup>	X	X	8 hours	4 hours within biennium period	N/A	TBD

<sup>1</sup> CALIFORNIA: A new licensee must complete eight hours of California-approved LTC training annually for the first four years of licensure. After the first 4 years education is required biennially.

<sup>2</sup> COLORADO: NonResident can take the 8 hour LTC course in CO or their Resident state and must also take a 4 hour ongoing LTC course in his or her Resident state or a Colorado 5 hour course every 2 years.

<sup>3</sup> DELAWARE: LTC training is only required if an LTC policy is sold and must be completed the same biennium the policy is sold.

<sup>4</sup> HAWAII: The effective date for the training requirement will be one year following the establishment of the HI Partnership program.

STATE	LIFE	HEALTH	Pre-Sale Hours	Ongoing Hours	Reciprocal	Effective Date
Idaho	X	X	8 hours	4 hours every 2 years	Resident – No NonResident – Yes	11/1/07
Illinois <sup>5</sup>	X	X	8 hours	4 hours every 2 years before each license renewal	Resident – No NonResident – Yes	1/2/14
Indiana <sup>6</sup>	X	X	8 hours (resident )	5 hours (resident) every 2 yr.	Resident – No NonResident – Yes	7/01/93
Iowa	X	X	8 credit one-time training course	4 credits every 36 months	Yes	1/1/10
Kansas	X	X	Partnership Requirement- Not Applicable to Lincoln LTC Products	Partnership Requirement- Not Applicable to Lincoln LTC Products	Courses can be used in other states that accept reciprocity	
Kentucky	X		Partnership Requirement- Not Applicable to Lincoln LTC Products	Partnership Requirement- Not Applicable to Lincoln LTC Products	Courses can be used in other states that accept reciprocity	
Louisiana	X	X	8 hours.	4 hours every 2 years within the following licensing period	Yes	8/15/10
Maine	X		8 hours	4 hours every 2 years	Yes	7/01/08
Maryland	X	X	8 hours	4 hours every 2 years	Yes	9/10/08
Massachusetts <sup>7</sup>	X	X	8 hours	4 hours every 2 years		7/1/14
Michigan	X	X	8 hours	4 hours every 2 years	Yes	2/22/16
Minnesota <sup>8</sup>	X	X	8 hours	4 hours every 2 years	Resident – No NonResident – Yes <sup>8</sup>	2/01/08
Mississippi	X	X	None	None	N/A	
Missouri	X	X	Partnership Requirement- Not Applicable to Lincoln LTC Products	Partnership Requirement- Not Applicable to Lincoln LTC Products	Courses can be used in other states that accept reciprocity	
Montana	X		8 hours	4 hours every 2 years	Yes	7/01/08
Nebraska	X	X	8 hours	4 hours every 2 years	Yes	8/01/08
Nevada	X	X	8 hours	4 hours every 2 years	Yes	10/01/11
New Hampshire	X	X	Partnership Requirement- Not Applicable to Lincoln LTC Products	Partnership Requirement- Not Applicable to Lincoln LTC Products	Courses can be used in other states that accept reciprocity	
New Jersey	X	X	8 hours	4 hours every 2 years	Yes	7/1/09
New Mexico	X	X	8 hours	4 hours every 2 years	Resident – No NonResident – Yes	11/13/14
New York	X	X	Partnership Requirement- Not Applicable to Lincoln LTC Products	Partnership Requirement- Not Applicable to Lincoln LTC Products	N/A	
North Carolina	X	X & Med Supp/LTC	Partnership Requirement- Not Applicable to Lincoln LTC Products	Partnership Requirement- Not Applicable to Lincoln LTC Products	Courses can be used in other states that accept reciprocity	12/31/91
North Dakota	X	X	Partnership Requirement- Not Applicable to Lincoln LTC Products	Partnership Requirement- Not Applicable to Lincoln LTC Products	Courses can be used in other states that accept reciprocity	

<sup>5</sup> **Illinois:** Resident Producers – If producer fails to complete subsequent ongoing training prior to license renewal, the producer will have 12 months from that license renewal date to complete the ongoing training without having to complete the 8 hour course again.

<sup>6</sup> **Indiana:** Non-compliance with the 5 hour renewal requirement will require completion of the 8 hour basic LTC class again.

<sup>7</sup> **Massachusetts:** Initial Training – If the resident or non-resident producer completes a 8 hour LTC course in another state, the producer must additionally complete the 2 hour Massachusetts supplemental training course which includes MassHealth information. Ongoing Training – Producers do not need to additionally complete a 2 hour Massachusetts supplemental training.

<sup>8</sup> **Minnesota:** California or Indiana 8 hr general course will satisfy reciprocity if taken with the additional 8 hr partnership course for 16 hrs.

STATE	LIFE	HEALTH	Pre-Sale Hours	Ongoing Hours	Reciprocal	Effective Date
Northern Marianas			None	None	N/A	
Ohio	X		8 hours	4 hours every 2 years within the following licensing period	Resident – No NonResident – Yes	9/01/08
Oklahoma <sup>9</sup>	X	X	8 hours	4 hours every 2 years.	Yes <sup>9</sup>	7/14/09
Oregon	X		8 hours	4 hours every 2 years.	Yes	2/1/08
Pennsylvania	X	X	8 hours	4 hours every 2 years.	Yes	4/1/11
Puerto Rico	X		None	None	N/A	
Rhode Island <sup>10</sup>	X		8 hours	4 hours every 2 years	Yes <sup>10</sup>	7/03/08
South Carolina	X		8 hours	4 hours every 2 years	Yes	7/01/09
South Dakota	X	X	8 hours	4 hours every 2 years	Yes	7/01/08
Tennessee <sup>11</sup>	X	X	8 hours	4 hours every 2 years	Resident – No NonResident – Yes	7/01/09
Texas	X	X	Partnership Requirement- Not Applicable to Lincoln LTC Products	Partnership Requirement- Not Applicable to Lincoln LTC Products	Courses can be used in other states that accept reciprocity	1/1/09
Utah	X	X	3 hours (resident)	3 hours every 2 years (resident)	Yes	5/10/11
Vermont <sup>12</sup>	X	X	8 hours	4 hours every 2 years	Yes <sup>12</sup>	3/31/11
Virginia	X		Partnership Requirement- Not Applicable to Lincoln LTC Products	Partnership Requirement- Not Applicable to Lincoln LTC Products	Courses can be used in other states that accept reciprocity	
Virgin Islands	X	X	None	None	N/A	
Washington	X	X	8 hours	4 hours every 2 years	Yes	1/1/09
West Virginia	X	X	8 hours	4 hours every 2 years within the following licensing period	Yes	7/1/10
Wisconsin <sup>13</sup>	X	X	8 hours	4 hours every 2 years	Resident – No <sup>13</sup> NonResident – Yes <sup>13</sup>	1/01/09
Wyoming	X	X	8 hours	4 hours every 2 years	Resident – No NonResident – Yes	7/1/10

<sup>9</sup> OKLAHOMA: California or Indiana 8 hr general course will satisfy reciprocity if taken with the additional 8 hr partnership course for 16 hrs.

<sup>10</sup> RHODE ISLAND: California or Indiana 8 hr general course will satisfy reciprocity if taken with the additional 8 hr partnership course for 16 hrs.

<sup>11</sup> TENNESSEE: Residents are exempt from the 4 hour continuing education if at the time of the license renewal for this period the agent has been continuously licensed since 1/1/94

<sup>12</sup> VERMONT: Resident and non-resident producers may complete a Vermont 8 hour course which includes the 2 hour Vermont Medicaid or they may complete an 8 hour LTC approved course in any state, along with the separate 2 hour Vermont Medicaid course.

<sup>13</sup> WISCONSIN: Non-Resident producers may complete a Wisconsin specific 8 hour initial or 4 hour ongoing course. Agents may also complete an 8 hour or 4 hour ongoing LTC approved course in any state, along with the completion of the Wisconsin specific 2 hour initial or 1 hour ongoing Medicaid course. California or Indiana 8 hr general course will satisfy reciprocity if taken with the additional 8 hr partnership course for 16 hrs.

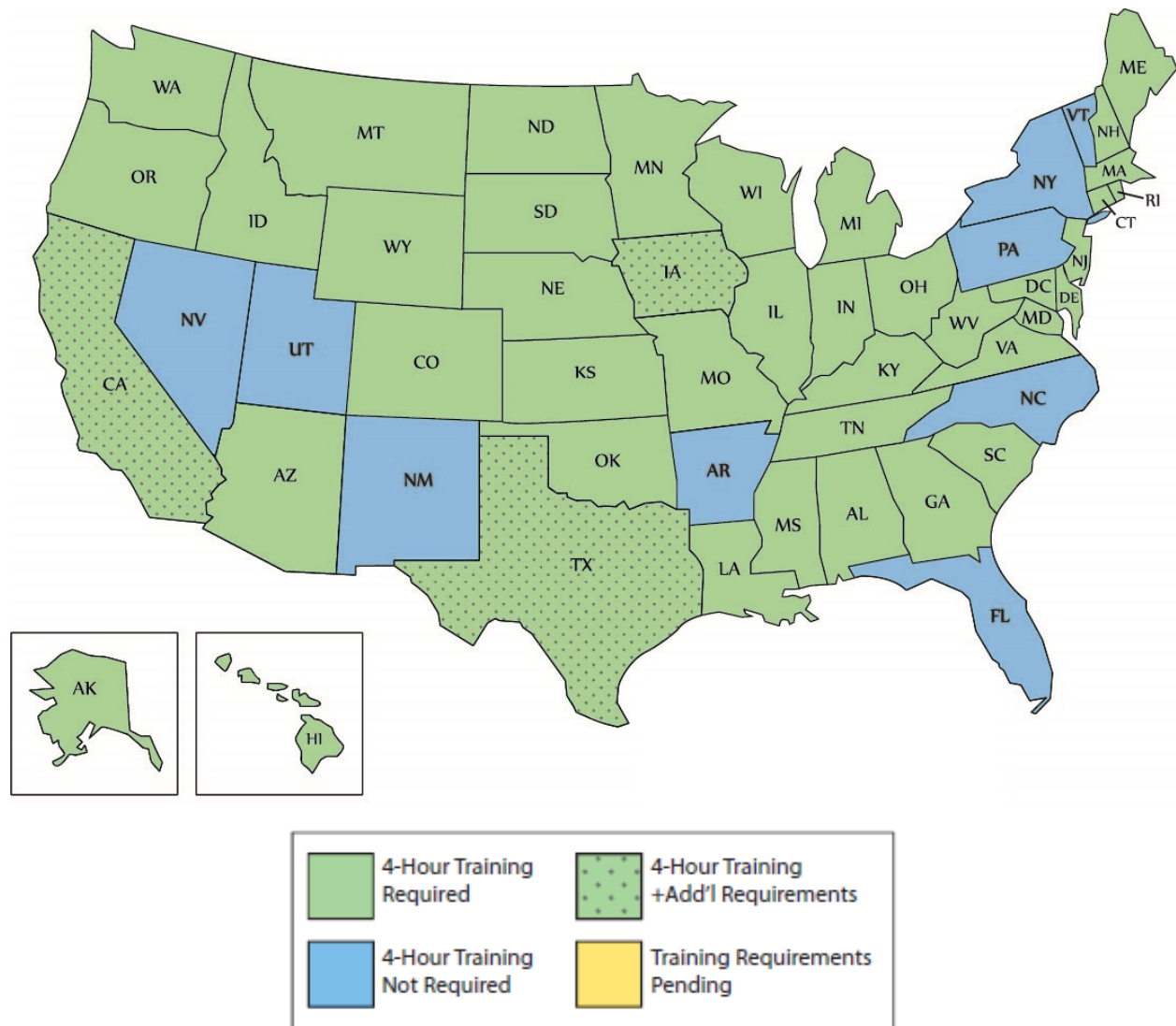


This chart represents Lincoln's interpretation of the current state law. It is not our position to give legal or tax advice. We welcome your inquiry should you have a question or desire to confirm a specific regulation.

Lincoln Financial Group is the marketing name for Lincoln National Corporation and its affiliates. Affiliates are separately responsible for their own financial and contractual obligations.

# ANNUITY SUITABILITY STATE TRAINING REQUIREMENT

The following states have adopted some version of the NAIC Suitability Model Regulation, 4-Hour Annuity Training. CE must be completed through a state-approved vendor prior to soliciting annuity business. Please provide a copy of your completed training certificate to ECA Marketing ([licensing@ecamarketing.com](mailto:licensing@ecamarketing.com)). For further information, please refer to the tables on the following page or contact your licensing representative.



## Mandatory Annuity CE:

ALABAMA	KANSAS	NORTH DAKOTA
ALASKA	KENTUCKY	OHIO
ARIZONA	LOUISIANA	OKLAHOMA
CALIFORNIA*	MAINE	OREGON
COLORADO	MARYLAND	RHODE ISLAND
CONNECTICUT	MASSACHUSETTS	SOUTH CAROLINA
DELAWARE	MICHIGAN	SOUTH DAKOTA
DISTRICT OF COLUMBIA	MINNESOTA	TENNESSEE
GEORGIA	MISSISSIPPI	TEXAS***
HAWAII	MISSOURI	VIRGINIA
IDAHO	MONTANA	WASHINGTON
ILLINOIS	NEBRASKA	WEST VIRGINIA
INDIANA	NEW HAMPSHIRE	WISCONSIN
IOWA**	NEW JERSEY	WYOMING

## Additional requirements for select states:

<b>*CALIFORNIA</b>	An initial 8-hour state specific course is required, with a 4-hour refresher course on annuity suitability every 2 years prior to license renewal. California training is not reciprocal with any other state and does not accept training from any other state.
<b>**IOWA</b>	Agents selling indexed annuities must take a 4-hour course specific to indexed annuity products.
<b>***TEXAS</b>	Resident agents must complete 8 hours of CE biennially – specifically relating to annuities. An initial Texas specific 4-hour course is required for resident agents.

## States exempt from training requirement:

ARKANSAS	NEW MEXICO	PENNSYLVANIA
FLORIDA	NEW YORK	UTAH
NEVADA	NORTH CAROLINA	VERMONT