

STATEMENT OF EXEMPTION

By signing below I certify that I am exempt from reporting CE credits for the 2006-07 reporting period to maintain my designation(s) since I do not fall into **any** of the following categories of individuals required to report CE Credits:

- Licensed Insurance Agent/Broker/Consultant
- Licensed Securities Series 6 or 7 Representative/Registered Investment Adviser
- Financial Consultant, Attorney, Accountant, Employee Benefits Specialist, and any other individual who provides insurance, employee benefits, financial planning or estate planning advice and counsel to the public

Signature

Date

REQUEST FOR EMERITUS STATUS

By signing below I certify that I am 60 years of age or older or will reach the age of 60 during the 2006-07 reporting period; with Emeritus status you are no longer required to report your continuing education activities.

Date of Birth

Signature

Date

PACE Administration Office
The American College
270 S. Bryn Mawr Avenue
Bryn Mawr, PA 19010-2196
Fax - (610) 526-1546





PACE RECERTIFICATION ***FOR AMERICAN COLLEGE DESIGNEES***

2006-07 REPORTING PERIOD GUIDELINES

How do the continuing education programs work?

PACE Recertification is a requirement for CLUs and ChFCs who matriculated after June 30, 1989, and for all CLFs, RHUs, REBCs, CAPs and CASLs. It is also mandatory for anyone who elects to participate voluntarily by signing the PACE Consent Form. You need 30 credit hours (15 credit hours for CAP and CASL) of educational activities in subject matter that is acceptable to PACE Recertification for the reporting period from January 1, 2006 to December 31, 2007, and for every two-year period thereafter. You must have independent verification for 30 (15) credit hours in the event that you are audited. Independent verification may consist of grade reports, attendance certificates, or a letter from the program sponsor.

Who is required to earn continuing education credits?

All RHUs, REBCs, CLFs, CAPs and CASLs as well as CLUs and ChFCs bound by the PACE program and who fall into any of the following categories:

- Licensed Insurance Agent/Broker/Consultant
- Licensed Security Representative/Registered Investment Adviser
- Financial Consultant, Attorney, Accountant, Employee Benefits Specialist or any individual who provides insurance, employee benefits, senior planning, charitable giving advice, financial planning or estate planning advice and counsel to the public

Who can be exempt from earning continuing education credits?

CLUs and ChFCs bound by PACE, CLFs, RHUs, REBCs, CAPs and CASLs who fall into one of the following categories:

- Individuals who are not licensed as an agent or Securities 6 or 7 Representative and do not provide insurance, employee benefits, senior planning, charitable giving advice, financial planning or estate planning advice and counsel to the public. An exemption can be granted, after July 1, 2007 for the current reporting period only.
- Individuals age 60 or older who have complied with the PACE Recertification requirements for at least two reporting periods. Those individuals are granted Emeritus status and no longer need to report continuing education activities.
- Individuals for reason of hardship and disability may be granted a temporary exemption for a given reporting period. Each case must be presented in writing, after July 1, 2007 and will be reviewed by a committee of your peers. The determinations will be made on an individual basis.

COMMON QUESTIONS AND ANSWERS REGARDING PACE RECERTIFICATION

I am bound by PACE Recertification. How many CE credits will I be required to earn per reporting period?

A total of 30 hours of continuing education is required each reporting period, regardless of the number of designations earned, for all designations except the CAP and CASL designations which have a requirement of 15 hours.

I met my state CE requirements. Am I required to meet the PACE Recertification requirements?

PACE Recertification requires 30 credits per two-year period (15 for CAP and CASL) excluding carryover from a previous period. If you have already met compliance requirements in your state or another appropriate CE program's requirements, which are equal to or greater than 30 (15) credits in the current period, you can be granted compliance by signing the Statement of Compliance.

Do I receive CE credit for my state CE licensing requirements by completing the PACE program?

The following states have approved PACE compliance as also meeting their state CE licensing requirement:

Arkansas	Iowa	Massachusetts	New Jersey	South Carolina
Delaware	Kentucky	Mississippi	New Mexico	Utah
Georgia	Louisiana	Montana	North Dakota	West Virginia
				Wyoming

Note: This list is current as of the printing date of this form. States frequently re-evaluate what they will accept towards licensing requirements. Please contact Student Services for the latest information.

PACE compliance is **not** reported automatically. If your home state is one of the above and you need PACE compliance reported, notify the PACE Administrator in writing accompanied by documentation of the 30 CE hours for PACE. **Note:** State reporting only applies to CLU and ChFCs.

I earned my first designation during the current reporting period. Am I required to report my CE credit?

All first-time designees are exempt from CE requirements for the reporting period in which their first designation is received.

I earned my 30 CE credits through The American College. Am I required to report CE credits?

The College will automatically record your credits and will notify you when you have met the PACE Recertification requirements. Individuals who do not earn the full 30 (15) credits through the College are required to sign the Statement of Compliance.

How do I earn CE credit?

- A. Attend an educational program or meeting that has at least 1 credit hour (50 minutes of attendance equals one credit hour). These programs or meetings may be offered by any of the following groups:
 1. a nationally recognized professional society or other nonprofit professional association, including its chapters
 2. a college or university
 3. your employer or any other organization that provides educational programs and meetings

Note: Any person who serves as a teacher, speaker, or moderator panelist for any of these programs earns one credit for each 50 minutes of participation in the activity.

B. Pass an examination for

1. a course in a recognized professional designation program (30 hours per course)
2. a NASD license (30 hours per course)
3. the CFP license (30 hours)
4. a college or university course from which credit can be earned toward a degree (15 hours for each semester credit hour or its equivalent)

Note: You cannot claim credit both for passing an examination and attending or teaching a course for that examination.

C. Complete a pre-approved self-study program that contains an examination or other procedure by which you demonstrate your mastery of the program to the program's sponsor (1 CE credit for each hour of approved credit). These programs may be offered by any of the following:

1. a nationally recognized professional society or other nonprofit professional association
2. a college or university
3. other continuing education providers

What subject matter is acceptable for CE credits?

Life Insurance	Disability Income Insurance	Economics
Risk Management	Long-Term Care	Employee Benefit Planning
Taxation	Business Law	Pensions
Insurance Company Operations	Accumulation Planning	Group Insurance
Health Insurance	Medical Expense Insurance	Financial Institutions
Business Planning	Financial Planning	Accounting
Annuities	Business Ethics	Investments
Estate Planning	Retirement Planning	Underwriting
Regulation	Property and Liability Insurance	Senior Planning
Actuarial Science	Client Planning	Charitable Giving
Retirement Planning		

Also acceptable are topics relating to the management of areas covered by the subject matter of American College programs and the management of people who work in financial services.

What types of activities are unacceptable for CE credits?

- Courses for state insurance licensing examination or examination (other than NASD or CFP) for a state or federal license related to financial services
- Personal development courses, such as motivation, public speaking, or salesmanship
- Product presentations
- Any programs less than 50 minutes in length

May I carry over excess credit hours?

No credit may be carried over from excess hours earned during a reporting period. For example, once 30 (15) hours are completed and reported any additional activities will not count toward credit for the following reporting period.

What happens if I become ill or disabled?

You can apply for temporary exemption for reasons such as hardship and disability.

Requests for temporary exemption must be submitted in writing after July 1, 2007 to the PACE Managing Coordinator. Each case will be reviewed by a committee of your peers and determinations made on an individual basis.

How do I report my credit hours?

As soon as you satisfy the CE requirement of 30 (15) CE credits you should sign the Statement of Compliance and submit the form to The American College. Individuals may be requested to produce documentation to substantiate any activity claimed; therefore, you should retain documentation of CE credits claimed for two years after the current reporting period.

What happens if I fail to meet the CE requirements?

The purpose of the CE program is to measure and recognize continuing education efforts of CLUs, ChFCs, CLFs, RHUs, REBCs, CAPs and CASLs. However, in some instances it may be necessary to suspend a designation for noncompliance. Such an action is not taken lightly. Therefore a series of steps, including peer review, has been developed to ensure a fair system of due process.

Extensions and exemptions may be granted at any step if there are extenuating circumstances. Only as a last resort, your name will be forwarded to The American College Certification Officer, who will initiate action with the Certification Committee that may result in the suspension of your designation(s).

Your suspension will end when you satisfy the CE requirements for the current reporting period.

Do I need to meet the CE requirements forever?

At age 60 or older you may request Emeritus Status by signing the Request for Emeritus Status and submitting the Status Form to The American College if you have complied with the program requirements for at least 2 reporting periods prior to your request. With this status you no longer need to report your continuing education activities.

Who do I contact for further information?

Direct your questions to — PACE Administration Office at:

*The American College
270 S. Bryn Mawr Avenue
Bryn Mawr, PA 19010-2196*

Or Call -1 - 888-AMERCOLL [(888) 263-7265]

