

Alabama Independent Insurance Agents, Inc.

# 2023 Education Calendar



**INSTRUCTION**



**LEARNING**



**TRAINING**



**PRACTICE**

**SUCCESS!**

*“Education is not received. It’s achieved.”*

# ***AIIA Education***

## ***Course Registration Form***

Complete and FAX to (205) 326-3086 or MAIL with registration payment to:  
AIIA – Attn: Tangerie Underwood - 141 London Pkwy - Birmingham, AL 35211  
Or Register Online at [www.aiaa.org](http://www.aiaa.org) / click on Education

**ONE FORM NEEDED PER PERSON**

Name of Seminar \_\_\_\_\_

Seminar Location \_\_\_\_\_ Date of Seminar \_\_\_\_\_

**AIIA MEMBER COST OF SEMINAR:** \_\_\_\_\_

**NON AIIA MEMBER COST OF SEMINAR:** \_\_\_\_\_

Name \_\_\_\_\_ Professional Designation(s) \_\_\_\_\_

DOB: \_\_\_\_\_ NPN#: \_\_\_\_\_

**Have your NPN available to complete CE request forms**

Don't know your NPN? Go [www.aldoi.gov](http://www.aldoi.gov) / click on "Licensing"  
Scroll down to [SBS Online Licensee Services \(OLS\)](#) and follow the prompts.

Agency/Company \_\_\_\_\_

Address / City / State / Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

**IMPORTANT - Email Address**

**\* Confirmations and webinar details sent via Email**

AIIA accepts MasterCard, Visa and American Express.

METHOD OF PAYMENT: ☐ Check ☐ VISA ☐ MasterCard ☐ American Express

Card # \_\_\_\_\_ Expiration Date \_\_\_\_\_ - \_\_\_\_\_ (Month/Year)

ZIP CODE card is registered under \_\_\_\_\_

## NOTES



## January 2023

- Dates: 1/ 17, 19, 25 /23  
Course: **Certified Insurance Service Representative – Insuring Personal Residential Exposures**  
Description: A detailed course on homeowners and dwelling fire, and many of the endorsements used with these policies.  
Locations: 17<sup>th</sup> AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
19<sup>th</sup> Webinar only  
25<sup>th</sup> Webinar only  
Time: 8:00A.M.-3:45P.M. The CISR exam window will be 4:15 PM the day of the class through Thursday at 11:59 PM CST the week following the class.  
CE Credit: This course is approved for 7 hours of continuing education credit.  
Cost: \$190. The registration fee does not include the \$7.00 CE fee.
- Dates: 1/30-2/3/23  
Course: **Property and Casualty Agent's Licensing School**  
Description: This course satisfies the Alabama Department of Insurance's 40-hour pre-licensing requirement.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (live class only)  
Time: 8:00 A.M.-5:00 P.M. Daily  
CE Credit: This course is **NOT** approved for continuing education credit.  
Cost: \$260 members/ \$325 non-members. Includes the textbooks and study material. *(Does not include ALDOI exam fee)*

***January 2023***

# AIIA Education Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 HAPPY NEW YEAR	2	3	4	5	6	7
8	9	10	11		13	14
15	16	17 CISR Personal Residential Birmingham/Hybrid L. Worley	18	19 CISR Personal Residential Webinar F. Millsaps	20	21
22	23	24	25 CISR Personal Residential Webinar L. Worley	26	27	28
29	30	31				
<div>P&amp;C Licensing School - Birmingham</div> <div>E. Simmons</div>						



## *February 2023*

Dates: 1/30-2/3/23  
Course: **Property and Casualty Agent's Licensing School – see January for description and pricing**

Dates: 2 / 7, 9 /23  
Course: **Certified Insurance Service Representative - Insuring Commercial Casualty 2**  
Description: An intermediate level course detailing the commercial auto, workers compensation and commercial umbrella policies. Coverage pitfalls are highlighted in this course.  
Locations: 7<sup>th</sup> AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
9<sup>th</sup> Webinar only  
Time: 8:00 A.M.-3:45 P.M. The CISR exam window will be 4:15 PM the day of the class through Thursday at 11:59 PM CST the week following the class.  
CE Credit: This course is approved for 7 hours of continuing education credit.  
Cost: \$190. The registration fee does not include the \$7.00 CE fee.

Dates: 2/ 15-16 /23  
Course: **Certified Insurance Counselor – Agency Management Institute**  
Description: An advanced comprehensive seminar detailing management subjects with a chance to network with other principals for an overall view of the management process.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: Wednesday 8:00 A.M.-5:15 P.M., Thursday 8:00 A.M.-5:00 P.M. The CIC exam window will be Monday at 12:01 AM CST through Thursday at 11:59 PM CST the week following the class.  
CE Credit: This course is approved for 16 hours of continuing education credit.  
Cost: \$430

Dates: 2/27 – 3/3 /23  
Course: **CISR “Marathon Week” – see March for courses, pricing, and location**

# February 2023

## AIIA Education Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>P&amp;C Licensing School - Birmingham</b> E. Simmons					4
5	6	<b>CISR</b> Commercial Casualty 2 Birmingham/Hybrid L. Worley	8	<b>CISR</b> Commercial Casualty 2 Webinar E. Simmons	10	11
12	13	14	<b>CIC Agency Management</b> Birmingham/Hybrid R. Lathrop & D. Walker		17	18
19	20	21	22	23	24	25
26	<b>CISR</b> Personal Auto Birmingham/Hybrid F. Millsaps	<b>CISR</b> William T. Hold Birmingham/Hybrid F. Millsaps				



## March 2023

- Dates: 2-27, 2-28, 3/ 1, 2, 3 / 23  
Course: **Certified Insurance Service Representative-Marathon Week PA, WTH, IIC, PM, IP**  
Description: A full week of CISR courses. The program starts on Monday with Personal Auto, Tuesday with William T. Hold seminar, Wednesday with Insuring Commercial Casualty 1, Thursday with Miscellaneous Personal Lines, and Friday with Commercial Property. All courses are open to all individuals with a desire to learn more about the topics. The WTH topics are "Writing Small Commercial Accounts" and "Personal Lines & the Business Exposure". **The Hold Seminars are open to everyone – not just CISR designees!**
- Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (all are hybrid – class or webinar)  
Time: 8:00 A.M.-3:45 P.M. The CISR exam window will be 4:15 PM the day of the class through Thursday at 11:59 PM CST the week following the class.  
CE Credit: These courses are approved for 7 hours of continuing education credit.  
Cost: \$190. The registration fee does not include the \$7.00 CE fee.
- Dates: 3/8-9 /23  
Course: **Certified Risk Manager – Practice of Risk Management**  
Description: This course gives you an understanding of the daily managerial and organizational requirements of risk managers and how an organization utilizes the risk management process.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: Wednesday 8:00 A.M.-5:15 P.M., Thursday 8:00 A.M.-5:00 P.M. The CRM exam window will be Monday at 12:01 AM CST through Thursday at 11:59 PM CST the week following the class.  
CE Credit: This course is approved for 16 hours of continuing education credit.  
Cost: \$440 (register directly with The National Alliance at [www.thenationalalliance.com](http://www.thenationalalliance.com))
- Dates: 3/15/23  
Course: **E&O Loss Prevention Seminar:**  
Description: It is approved for Swiss Re and Fireman's Fund loss control credits.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: 9:00 A.M.-12:00 P.M.  
CE Credit: This course is approved for 3 hours of continuing education credit.  
Cost: \$55 members/ \$90 non-members
- Dates: 3/15/ 23  
Course: **Ethics**  
Description: This course will discuss ethics and professionalism for insurance agency and company personnel. The course will also include a discussion of ethics case studies.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: 1:00 P.M.-4:00 P.M.  
CE Credit: This course is approved for 3 hours of ethics education credit.  
Cost: \$55 members/ \$90 non-members



# March 2023

## AIIA Education Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			<b>1</b> <b>CISR</b> Comm. Casualty 1 E. Simmons	<b>2</b> <b>CISR</b> Miscellaneous Personal Lines L. Worley	<b>3</b> <b>CISR</b> Commercial Property L. Worley	<b>4</b>
Marathon Week - Birmingham/Hybrid						
<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b> <b>CRM Practice of RM</b> Birmingham/Hybrid Instructors TBD	<b>9</b>	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b> <b>E&amp;O – Ethics</b> Birmingham/Hybrid L. Worley	<b>16</b>	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	



## *April 2023*

- Dates: 4/ 4 /23  
Course: **Certified Insurance Service Representative – Life & Health Essentials**  
Description: While Personal Lines business may be your primary focus, cross-selling life and health products is a proven revenue generator and client retention tool. Grow your skills and grow your value for your future and for your agency's!  
Location: Webinar only  
Time: 8:00 A.M-3:45 P.M. The CISR exam window will be 4:15 PM the day of the class through Thursday at 11:59 PM CST the week following the class.  
CE Credit: This course is approved for 7 hours of continuing education credit.  
Cost: \$190. The registration fee does not include the \$7.00 CE fee.
- Dates: 4/ 6, 18 /23  
Course: **Certified Insurance Service Representative – Insurance Commercial Casualty 1**  
Description: The focus of this course is the Commercial General Liability Coverage Form. Also addressing additional insured exposures and the coverage available to meet them, the course provides a strong foundation that is valued by insurance professionals.  
**Locations:** 6<sup>th</sup> AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
18<sup>th</sup> Webinar only  
Time: 8:00 A.M-3:45 P.M. The CISR exam window will be 4:15 PM the day of the class through Thursday at 11:59 PM CST the week following the class.  
CE Credit: This course is approved for 7 hours of continuing education credit.  
Cost: \$190. The registration fee does not include the \$7.00 CE fee.
- Date: 4/ 12-13 /23  
Course: **Certified Insurance Counselor – Insurance Company Operations Institute**  
Description: This course deals with strategic decision-making strategies for the purpose of satisfying regulatory requirements, meeting compliance standards, product development, underwriting, distributing, marketing, processing claims, and other vital company functions.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: Wednesday 8:00 A.M.-5:15 P.M., Thursday 8:00 A.M.-5:00 P.M. The CIC exam window will be Monday at 12:01 AM CST through Thursday at 11:59 PM CST the week following the class.  
CE Credit: This course is approved for 16 hours of continuing education credit.  
Cost: \$430
- Dates: 4/19/23  
Course: **E&O Loss Prevention Seminar**  
Description: It is approved for Swiss Re and Fireman's Fund loss control credits.  
Locations: Webinar only  
Time: 9:00 A.M.-12:00 P.M.  
CE Credit: This course is approved for 3 hours of continuing education credit.  
Cost: \$55 members/ \$90 non-members
- Dates: 4/19/ 23  
Course: **Ethics**  
Description: This course will discuss ethics and professionalism for insurance agency and company personnel. The course will also include a discussion of several ethics case studies.  
Locations: Webinar only  
Time: 1:00 P.M.-4:00 P.M.  
CE Credit: This course is approved for 3 hours of ethics education credit.  
Cost: \$55 members/ \$90 non-members

# April 2023

## AIIA Education Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						2
2	3	4 <b>CISR</b> Essential of Life & Health Webinar F. Millsaps	5	6 <b>CISR</b> Commercial Casualty 1 Birmingham/Hybrid E. Simmons	7	8
9	10	11	12 <div><b>CIC Insurance Company Operations</b> Birmingham/Hybrid A. Messer &amp; J. Williams</div>	13	14 <b>GOOD FRIDAY</b>  <b>AIIA OFFICE CLOSED</b>	15
16	17	18 <b>CISR</b> Commercial Casualty 1 Webinar E. Simmons	19 <b>E&amp;O – Ethics</b> Webinar F. Millsaps	20	21	22
23	24 <div><b>P&amp;C Licensing School - Birmingham</b> E. Simmons</div>	25	26	27	28	29
30						



## May 2023

Dates: 5/ 1-5 /23  
Course: **Property and Casualty Agent's Licensing School**  
Description: This course satisfies the Alabama Department of Insurance's 40-hour pre-licensing requirement.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (live class only)  
Time: 8:00 A.M.-5:00 P.M. Daily  
CE Credit: This course is **NOT** approved for continuing education credit.  
Cost: \$260 members/ \$325 non-members. Includes the textbooks and study material. **(Does not include ALDOI exam fee)**

Dates: 5/ 10-11 /23  
Course: **Certified Insurance Counselor – Commercial Casualty Institute**  
Description: An advanced comprehensive seminar with an emphasis on commercial general liability, additional insureds, commercial auto, and workers compensation.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: Wednesday 8:00-5:15 P.M., Thursday 8:00 -5:00 P.M. The CIC exam window will be Monday at 12:01 AM CST through Thursday at 11:59 PM CST the week following the class.  
CE Credit: This course is approved for 16 hours of continuing education credit.  
Cost: \$430

Dates: 5/ 16, 17, 18 //23  
Course: **Certified Professional Insurance Agent – CPIA 1 Position for Success, CPIA 2 Implement for Success and CPIA 3 Sustain Success**  
Description: A designation course dealing with prospecting, marketing and servicing clients. Completion of all three parts of the program leads to the CPIA designation. Attendance of the three courses is all that is required. There are no examinations.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: 8:00 A.M.–4:00 P.M. Tuesday and Wednesday, 8:00 A.M.-5:00 P.M. Thursday  
CE Credit: CPIA 1 & 2 are approved for 7 hours of continuing education credit. CPIA 3 is approved for 8 hours of continuing education credit. **CPIA 1 & 3 each include 1 hour of ethics credit (within the total credit).**  
Cost: \$230 – Attend all three modules for \$565 (save \$125) – Course fee includes lunch

Date: 5/ 23 /23  
Course: **Certified Insurance Service Representative – William T. Hold Seminar**  
Description: **An advanced customer service representative course.** The WTH topics are “Writing Small Commercial Accounts” and “Personal Lines & the Business Exposure”. **The WTH seminar is open to everyone – not just CISR designees!**  
Location: Webinar only  
Time: 8:00 A.M -3:45 P.M. (Note: there is no exam for this course)  
CE Credit: This course is approved for 7 hours of continuing education credit.  
Cost: \$190. The registration fee does not include the \$7.00 CE fee.

Date: 5/ 25, 31 /23  
Course: **Certified Insurance Service Representative – Insuring Commercial Property Exposures**  
Description: Improve your cross-selling abilities with up-to-date knowledge of commercial property coverage and reduce E&O exposures. Insuring Commercial Property gives you the skills to address these issues with greater ease and confidence.  
Location: 25<sup>th</sup> AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
31<sup>st</sup> Webinar only  
Time: 8:00 A.M -3:45 P.M. (Note: there is no exam for this course)  
CE Credit: This course is approved for 7 hours of continuing education credit.  
Cost: \$190. The registration fee does not include the \$7.00 CE fee.

# May 2023

## AIIA Education Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
			<b>CIC Commercial Casualty</b> Birmingham/Hybrid J. Sundlof & D. Viola			
14	15	16 <b>CPIA 1</b> Position for Success Birmingham L. Worley	17 <b>CPIA 2</b> Implement for Success Birmingham L. Worley	18 <b>CPIA 3</b> Sustain Success Birmingham L. Worley	19	20
21	22	23 <b>CISR</b> William T. Hold Webinar F. Millsaps	24	25 <b>CISR</b> Commercial Property Birmingham/Hybrid L. Worley	26	27
28	29 <b>MEMORIAL DAY</b>  <b>AIIA OFFICE CLOSED</b>	30	31 <b>CISR</b> Commercial Property Webinar E. Simmons			

## June 2023



Dates:	6/ 6, 14 /23
Course:	<b>Certified Insurance Service Representative - Insuring Personal Auto Exposures</b>
Description:	This is an intermediate level personal auto and rental car course that details coverage exposures and endorsements used to meet the client's needs. This course is open to all participants.
Locations:	6 <sup>th</sup> Webinar only 14 <sup>th</sup> Webinar only
Time:	8:00 A.M.-3:45 P.M. The CISR exam window will be 4:15 PM the day of the class through Thursday at 11:59 PM CST the week following the class.
CE Credit:	This course is approved for 7 hours of continuing education credit.
Cost:	\$190. The registration fee does not include the \$7.00 CE
Date:	6/ 8 /23
Course:	<b>Certified Insurance Service Representative - Elements of Risk Management</b>
Description:	Insurance professionals need training in risk management. This course will cover each of the five steps in the risk management process, which protects not only the organization's assets, but also its mission and brand.
Locations:	AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)
Time:	8:00 A.M. - 3:45 P.M. The CISR exam window will be 4:15 PM the day of the class through Thursday at 11:59 PM CST the week following the class.
CE Credit:	This course is approved for 7 hours of continuing education credit.
Cost:	\$190. The registration fee does not include the \$7.00 CE fee.
Dates:	6/ 21 /23
Course:	<b>E&amp;O Loss Prevention Seminar:</b>
Description:	It is approved for Swiss Re and Fireman's Fund loss control credits.
Location:	AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)
Time:	9:00 A.M.-12:00 P.M.
CE Credit:	This course is approved for 3 hours of continuing education credit.
Cost:	\$55 members/ \$90 non-members
Dates:	6/21/ 23
Course:	<b>Ethics</b>
Description:	This course will discuss ethics and professionalism for insurance agency and company personnel. The course will also include a discussion of several ethics case studies.
Location:	AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)
Time:	1:00 P.M.-4:00 P.M.
CE Credit:	This course is approved for 3 hours of ethics education credit.
Cost:	\$55 members/ \$90 non-members

# June 2023

## AIIA Education Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6 <b>CISR</b> Personal Auto Webinar L. Worley	7	8 <b>CISR</b> Elements of Risk Birmingham/Hybrid L. Worley	9	10
11	12	13	14 <b>CISR</b> Personal Auto Webinar F. Millsaps	15	16	17
18	19	20	21 <b>E&amp;O – Ethics</b> Birmingham/Hybrid L. Worley	22	23	24
25	26	27	28	29	30	



## *July 2023*

Dates: 7/ 12-13 /23  
Course: **Certified Insurance Counselor - James K. Ruble Graduate Seminar**  
Description: An advanced comprehensive seminar with an emphasis on advanced coverage topics in commercial lines.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: 8:00 A.M.-5:15 P.M. Daily  
CE Credit: This course is approved for 16 hours of continuing education credit.  
Cost: \$430

Date: 7/ 18, 21, 26 /23  
Course: **Certified Insurance Service Representative - Insuring Miscellaneous Personal Lines Exposures**  
Description: This course addresses the coverage exclusions and limitations in the most current ISO Homeowners 3 – Special Form and the ISO Personal Auto Policy for exposures created by clients' business activities and their ownership or use of recreational vehicles and watercraft.  
Locations: 18<sup>th</sup> Webinar only  
21<sup>st</sup> AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
26<sup>th</sup> Webinar only  
Time: 8:00A.M.-3:45P.M. The CISR exam window will be 4:15 PM the day of the class through Thursday at 11:59 PM CST the week following the class.  
CE Credit: This course is approved for 7 hours of continuing education credit.  
Cost: \$190. The registration fee does not include the \$7.00 CE fee

Dates: 7/19/23  
Course: **E&O Loss Prevention Seminar:**  
Description: It is approved for Swiss Re and Fireman's Fund loss control credits.  
Locations: Webinar only  
Time: 9:00 A.M.-12:00 P.M.  
CE Credit: This course is approved for 3 hours of continuing education credit.  
Cost: \$55 members/ \$90 non-members

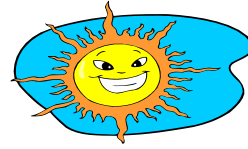
Dates: 7/19/ 23  
Course: **Ethics**  
Description: This course will discuss ethics and professionalism for insurance agency and company personnel. The course will also include a discussion of several ethics case studies.  
Locations: Webinar only  
Time: 1:00 P.M.-4:00 P.M.  
CE Credit: This course is approved for 3 hours of ethics education credit.  
Cost: \$55 members/ \$90 non-members



# July 2023

## AIIA Education Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
			<b>CIC Ruble Graduate</b> Birmingham/Hybrid K. Wilts & C. Trischan			
16	17	18	19	20	21	22
		<b>CISR</b> Misc. Personal Lines Webinar F. Millsaps	<b>E&amp;O – Ethics</b> Webinar F. Millsaps	<b>CISR</b> Mis. Personal Lines Birmingham/Hybrid L. Worley		
23	24	25	26	27	28	29
30	31		<b>CISR</b> Misc. Personal Lines Webinar L. Worley			



## August 2023

- Date: 8/ 9-10 /23  
Course: **Certified Insurance Counselor – Commercial Property Institute**  
Description: Commercial property insurance is one of your business customers' greatest concerns. You'll improve your cross-selling abilities with up-to-date knowledge of commercial property coverage and reduce E&O exposures. This course gives you the skills to address these issues with greater ease and confidence.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: Wednesday 8:00-5:15 P.M., Thursday 8:00 -5:00 P.M. The CIC exam window will be Monday at 12:01 AM CST through Thursday at 11:59 PM CST the week following the class.  
CE Credit: This course is approved for 16 hours of continuing education credit.  
Cost: \$430
- Dates: 8/ 14-18 /23  
Course: **Property and Casualty Agent's Licensing School**  
Description: This course satisfies the Alabama Department of Insurance's 40-hour pre-licensing requirement.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (live class only)  
Time: 8:00 A.M.-5:00 P.M. Daily  
CE Credit: This course is **NOT** approved for continuing education credit.  
Cost: \$260 members/ \$325 non-members. Includes the textbooks and study material. *(Does not include ALDOI exam fee)*
- Date: 8/ 22 /23  
Course: **Certified Insurance Service Representative – William T. Hold Seminar**  
Description: **An advanced customer service representative course.** The WTH topics are “Writing Small Commercial Accounts” and “Personal Lines & the Business Exposure”. **The WTH seminar is open to everyone – not just CISR designees!**  
Location: Webinar only  
Time: 8:00 A.M -3:45 P.M. (Note: there is no exam for this course)  
CE Credit: This course is approved for 7 hours of continuing education credit.  
Cost: \$190. The registration fee does not include the \$7.00 CE fee.
- Date: 8/ 24 /23  
Course: **Certified Insurance Service Representative – Insuring Commercial Property Exposures**  
Description: Improve your cross-selling abilities with up-to-date knowledge of commercial property coverage and reduce E&O exposures. Insuring Commercial Property gives you the skills to address these issues with greater ease and confidence.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: 8:00 A.M -3:45 P.M. (Note: there is no exam for this course)  
CE Credit: This course is approved for 7 hours of continuing education credit. (4 hours of general CE and 3 hours of ethics)  
Cost: \$190. The registration fee does not include the \$7.00 CE fee.
- Dates: 8/ 30 /23  
Course: **Certified Insurance Service Representative – Life & Health Essentials**  
Description: While Personal Lines business may be your primary focus, cross-selling life and health products is a proven revenue generator and client retention tool. Grow your skills and grow your value for your future and for your agency's!  
Location: Webinar only  
Time: 8:00 A.M-3:45 P.M. The CISR exam window will be 4:15 PM the day of the class through Thursday at 11:59 PM CST the week following the class.  
CE Credit: This course is approved for 7 hours of continuing education credit.  
Cost: \$190. The registration fee does not include the \$7.00 CE fee.

# August 2023

## AIIA Education Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
			<b>CIC Commercial Property</b> Birmingham/Hybrid C. Marciana & J. Dismukes			
13	14	15	16	17	18	19
	<b>P&amp;C Licensing School – Birmingham</b> E. Simmons					
20	21	22	23	24	25	26
		<b>CISR</b> William T. Hold Webinar F. Millsaps		<b>CISR</b> Commercial Property Birmingham/Hybrid E. Simmons		
27	28	29	30	31		
			<b>CISR</b> Elements of Health Webinar F. Millsaps			



## September 2023

Date: 9/ 6 / 23  
Course: **Certified Insurance Service Representative - Elements of Risk Management**  
Description: Insurance professionals need training in risk management. This course will cover each of the five steps in the risk management process, which protects not only the organization's assets, but also its mission and brand.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: 8:00 A.M. - 3:45 P.M. The CISR exam window will be 4:15 PM the day of the class through Thursday at 11:59 PM CST the week following the class.  
CE Credit: This course is approved for 7 hours of continuing education credit.  
Cost: \$190. The registration fee does not include the \$7.00 CE fee.

Dates: 9/ 13-14 /23  
Course: **Certified Insurance Counselor – Personal Lines Institute**  
Description: This course will focus on Personal Residential, Personal Auto, and Personal Umbrella or Excess Policies.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: Wednesday 8:00 A.M.-5:15 P.M., Thursday 8:00 A.M.-5:00 P.M. The CIC exam window will be Monday at 12:01 AM CST through Thursday at 11:59 PM CST the week following the class.  
CE Credit: This course is approved for 16 hours of continuing education credit.  
Cost: \$430

Dates: 9/ 20, 27/ 23  
Course: **Certified Insurance Service Representative - Insuring Personal Auto Exposures**  
Description: This is an intermediate level personal auto and rental car course that details coverage exposures and endorsements used to meet the client's needs. This course is open to all participants.  
Locations: 20<sup>th</sup> Webinar only  
27<sup>th</sup> Webinar only  
Time: 8:00 A.M.-3:45 P.M. The CISR exam window will be 4:15 PM the day of the class through Thursday at 11:59 PM CST the week following the class.  
CE Credit: This course is approved for 7 hours of continuing education credit.  
Cost: \$190. The registration fee does not include the \$7.00 CE fee.

Dates: 9/ 21 /23  
Course: **E&O Loss Prevention Seminar:**  
Description: It is approved for Swiss Re and Fireman's Fund loss control credits.  
Locations: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: 9:00 A.M.-12:00 P.M.  
CE Credit: This course is approved for 3 hours of continuing education credit.  
Cost: \$55 members/ \$90 non-members

Dates: 9/21/ 23  
Course: **Ethics**  
Description: This course will discuss ethics and professionalism for insurance agency and company personnel. The course will also include a discussion of several ethics case studies.  
Locations: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: 1:00 P.M.-4:00 P.M.  
CE Credit: This course is approved for 3 hours of ethics education credit.  
Cost: \$55 members/ \$90 non-members

# September 2023

## AIIA Education Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 <b>LABOR DAY</b>  <b>AIIA OFFICE CLOSED</b>	5	6  <b>CISR</b> Elements of Risk Birmingham/Hybrid Lisa	7		9
10	11	12	13 <div><b>CIC Personal Lines</b> Birmingham/Hybrid E. Aycock &amp; M. Giddings</div>	14	15	16
17	18	19	20  <b>CISR</b> Personal Auto Webinar F. Millsaps	21  <b>E&amp;O – Ethics</b> Birmingham/Hybrid L. Worley	22	23
24	25	26	27  <b>CISR</b> Personal Auto Webinar I. Worley	28	29	30



## ***October 2023***

Dates: 10/ 10, 12, 17 / 23  
Course: **Certified Insurance Service Representative - Insuring Commercial Casualty Exposures 2**  
Description: An intermediate level course detailing the commercial auto, workers compensation, and commercial umbrella policies. Coverage pitfalls are highlighted in this course.  
Locations: 10<sup>th</sup> AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – live or webinar)  
12<sup>th</sup> Webinar only  
17<sup>th</sup> Webinar only  
Time: 8:00 A.M.-3:45 P.M. The CISR exam window will be 4:15 PM the day of the class through Thursday at 11:59 PM CST the week following the class.  
CE Credit: This course is approved for 7 hours of continuing education credit.  
Cost: \$190. The registration fee does not include the \$7.00 CE fee.

Dates: 10/ 25 /23  
Course: **E&O Loss Prevention Seminar:**  
Description: It is approved for Swiss Re and Fireman's Fund loss control credits.  
Locations: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: 9:00 A.M.-12:00 P.M.  
CE Credit: This course is approved for 3 hours of continuing education credit.  
Cost: \$55 members/ \$90 non-members

Dates: 10/25/ 23  
Course: **Ethics**  
Description: This course will discuss ethics and professionalism for insurance agency and company personnel. The course will also include a discussion of several ethics case studies.  
Locations: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: 1:00 P.M.-4:00 P.M.  
CE Credit: This course is approved for 3 hours of ethics education credit.  
Cost: \$55 members/ \$90 non-members

Dates: 10/30 – 11/3 /23  
Course: **Property and Casualty Agent's Licensing School**  
Description: This course satisfies the Alabama Department of Insurance's 40-hour pre-licensing requirement.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (live class only)  
Time: 8:00 A.M.-5:00 P.M. Daily  
CE Credit: This course is **NOT** approved for continuing education credit.  
Cost: \$260 members/ \$325 non-members. Includes the textbooks and study material. *(Does not include ALDOI exam fee)*

# October 20233

## AIIA Education Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10 <b>CISR</b> Commercial Casualty 2 Birmingham/Hybrid E. Simmons	11	12 <b>CISR</b> Commercial Casualty 2 Webinar L. Worley	13	14
15	16	17 <b>CISR</b> Commercial Casualty 2 Webinar L. Worley	18	19	20	21
22	23	24	25 <b>E&amp;O – Ethics</b> Webinar F. Millsaps	26	27	28
29	30	31				



## ***November 2023***

Dates: 10/30 – 11/3 /23  
Course: **Property and Casualty Agent's Licensing School – see October for description, pricing and location**

Dates: 11/ 8-9 /23  
Course: **Certified Insurance Counselor - James K. Ruble Graduate Seminar**  
Description: An advanced comprehensive seminar with an emphasis on advanced coverage topics in commercial lines.  
Location: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: 8:00 A.M.-5:15 P.M. Daily  
CE Credit: This course is approved for 16 hours of continuing education credit.  
Cost: \$430

Date: 11/ 14 /23  
Course: **Certified Insurance Service Representative – William T. Hold Seminar**  
Description: **An advanced customer service representative course.** The WTH topics are “Writing Small Commercial Accounts” and “Personal Lines & the Business Exposure”. **The WTH seminar is open to everyone – not just CISR designees!**  
Location: Webinar only  
Time: 8:00 A.M -3:45 P.M. (Note: there is no exam for this course)  
CE Credit: This course is approved for 7 hours of continuing education credit.  
Cost: \$190. The registration fee does not include the \$7.00 CE fee.

Dates: 11/ 16, 21 /23  
Course: **Certified Insurance Service Representative - Insuring Commercial Casualty Exposures 1**  
Description: An intermediate level course detailing commercial casualty exposures and coverage, including Essentials of Legal Liability, CGL and Additional Insureds. ***For current CISR's, this course can be used to work toward the CISR “Elite” designation.***  
Location: 16<sup>th</sup> AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
21<sup>st</sup> Webinar only  
Time: 8:00 A.M -3:45 P.M. (Note: there is no exam for this course)  
CE Credit: This course is approved for 7 hours of continuing education credit. (4 hours of general CE and 3 hours of ethics)  
Cost: \$190. The registration fee does not include the \$7.00 CE fee.



# November 2023

## AIIA Education Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
	<b>P&amp;C Licensing School - Birmingham</b> E. Simmons					
5	6	7	8	9	10	11
			<b>CIC Ruble Graduate</b> Birmingham/Hybrid C. Stanovich & B. Tilden			
12	13	14	15	16	17	18
		<b>CISR</b> William T. Hold Webinar F. Millsaps		<b>CISR</b> Commercial Casualty 1 Birmingham/Hybrid L. Worley		
19	20	21	22	23	24	25
		<b>CISR</b> Commercial Casualty 1 Webinar E. Simmons		<b>THANKSGIVING DAY</b>  <b>AIIA OFFICE CLOSED</b>	<b>AIIA OFFICE CLOSED</b>	
26	27	28	29	30		



## ***December 2023***

Dates: 12 / 5, 7, 12 / 23  
Course: **Certified Insurance Service Representative - Agency Operations**  
Description: An intermediate level course detailing current agency operations, with an emphasis on internal and external agency systems.  
Locations: 5<sup>th</sup> Webinar only  
7<sup>th</sup> Webinar only  
12<sup>th</sup> AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: 8:00A.M.-3:45P.M. The CISR exam window will be 4:15 PM the day of the class through Thursday at 11:59 PM CST the week following the class.  
CE Credit: This course is approved for 7 hours of continuing education credit, including 1 hour of ethics credit.  
Cost: \$190 - Course fee includes lunch.

Dates: 12/ 14 /23  
Course: **E&O Loss Prevention Seminar:**  
Description: It is approved for Swiss Re and Fireman's Fund loss control credits.  
Locations: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: 9:00 A.M.-12:00 P.M.  
CE Credit: This course is approved for 3 hours of continuing education credit.  
Cost: \$55 members/ \$90 non-members

Dates: 12/ 14/ 23  
Course: **Ethics**  
Description: This course will discuss ethics and professionalism for insurance agency and company personnel. The course will also include a discussion of several ethics case studies.  
Locations: AIIA, 141 London Parkway, Birmingham, (205) 326-4129 (hybrid – class or webinar)  
Time: 1:00 P.M.-4:00 P.M.  
CE Credit: This course is approved for 3 hours of ethics education credit.  
Cost: \$55 members/ \$90 non-members



**Thanks for making 2023 another successful year. Your AIIA Education Department wishes you a Merry Christmas and a Happy New Year!**

# December 2023

## AIIA Education Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 <b>CISR</b> Agency Operations Webinar F. Millsaps	6	7 <b>CISR</b> Agency Operations Webinar F. Millsaps	8	9
10	11	12 <b>CISR</b> Agency Operations Birmingham/Hybrid L. Worley	13	14 <b>E&amp;O – Ethics</b> Birmingham/Hybrid L. Worley	15	16
17	18	19	20	21	22 <b>CHRISTMAS EVE</b>  <b>AIIA OFFICE CLOSED</b>	23
24  31	25 <b>AIIA OFFICE CLOSED</b>	26	27	28	29	30

## **AIIA RECOMMENDED HOTELS**

**NOTE: Mileage to & from Birmingham Airport  
Approximately 15 miles / 20- 25 minutes**



### **Sonesta ES Suites - Homewood**

Close to local restaurants / 4.06 miles from AIIA

**Rates: \$94.00 for 1-5 nights. \$89.00 for 6-11 nights. Over 12 nights \$84.00.**

**TO RESERVE CALL: (205) 451-4000**

Address: 50 State Farm Parkway, Birmingham, AL 35209 (upper end, opposite side of Lowe's)

AIIA Contact: Jana Hocutt - [Jana.hocutt@sonesta.com](mailto:Jana.hocutt@sonesta.com) or 205-943-0044

### **Hampton Inn - Homewood**

Close to local restaurants

**Rates: \$109.00 (no minimum stay)**

Address: 30 State Farm Parkway, Birmingham, AL 35209

AIIA Contact: Melissa Burke: (205) 249-4314

**RESERVE:** <https://www.hilton.com/en/book/reservation/deeplink/?ctvhocn=BHMLSHX&corporateCode=56874587>

### **Hilton Garden Inn**

Close to local restaurants / 2.72 miles from AIIA

**TO RESERVE CALL: 877-STAYHGI (877-782-9444)**

Address: 520 Wildwood Circle No, Birmingham, AL 35209

[www.birminghamlakeshoredrive.gardeninn.com](http://www.birminghamlakeshoredrive.gardeninn.com)

AIIA Contact: Joy Henninger – [joy.henninger@ramhotels.com](mailto:joy.henninger@ramhotels.com) or (205) 314-0279

### **Country Inn & Suites -Homewood**

Close to local restaurants / 2.80 miles from AIIA

**TO RESERVE CALL: 888-333-3333**

Address: 485 Wildwood No. Circle, Birmingham, AL 35209 (upper end, beside Lowe's)

### **Drury Inn & Suites**

Close to local restaurants / 4.12 miles from AIIA

**TO RESERVE CALL: 800-378-7946**

Address: 160 State Farm Parkway, Birmingham, AL 35209 / [www.druryhotels.com](http://www.druryhotels.com)

### **The Four Points by Sheraton – Birmingham**

Close to local restaurants / 2.80 miles from AIIA

**TO RESERVE CALL: 205-942-6070**

Address: 492 Wildwood Circle, Birmingham, AL 35209 (behind Lowe's on the hill)

## Continuing Education Frequently Asked Questions

**Q.** How many hours do I need to renew my license?

**A.** 24 hours (of which 3 should be ethics) per reporting period for producers and 12 hours (of which 2 should be ethics) per reporting period for service representatives or producers who are employed by another producer or insurer to work only in the office of the employer and who are not licensed as a non-resident in any other state.

**Q.** Do I need to complete the CE requirements if I am a non-resident?

**A.** A non-resident who has satisfied his/her home state's continuing education requirement is exempt.

**Q.** Do I need to complete CE to renew my license if I am an "inactive producer"?

**A.** A producer or service representative is required to comply with CE and biennial license renewal.

**Q.** Does my company renew my license?

**A.** No. Companies renew appointments each year by Dec. 31. Biennial license renewal is the producer's responsibility.

**Q.** Must licensees take courses related to the lines of insurance they hold?

**A.** No. You may take any approved course without regard to the type of license you hold.

**Q.** Can I count the pre-licensing course I recently took for my CE requirements?

**A.** No. This course is not approved for CE credits only pre-licensing.

**Q.** Can extra credits earned from the previous year count for this year's renewal requirements?

**A.** No, beginning January 1, 2013, excess credit hours earned in the previous biennial renewal period cannot be carried over to the next reporting period. Any excess is lost.

**Q.** Can credits earned while taking courses to obtain a professional designation be used for the annual CE requirements?

**A.** Yes, only (if) the provider and courses have been approved by the Alabama Department of Insurance.

**Q.** Do I need to send my certificates of completion to the Alabama Department of Insurance?

**A.** No, when you renew online, there is no need to send certificates to the department; however, always keep your certificates on file. Yes, if you are unable to renew online due to a CE discrepancy or upon a CE audit request, you may have to send certificates for verification.

**Q.** Can the person who teaches the course receive CE credits?

**A.** Yes, instructors will receive the same number of credits as the individuals who take the course.

**Q.** Can I go to the website to look up how many CE credits I have?

**A.** Yes, [Click Here](#).

**Q.** How can I find out how many continuing education hours I have?

**A.** It is your responsibility to keep up with your credit hours, but if there is a discrepancy, you may call our office for assistance.

**Q.** Do I have to take 12 hours for my life license and 12 hours for my property license?

**A.** No, you only have to submit the appropriate hours for your license no matter how many lines of authority you are licensed for. However, 3 hours of the 24 or 2 hours of the 12 must be in ethics.

**Q.** Can I take online CE courses?

**A.** Yes, if the provider and course is approved in Alabama. You may search our website for [approved providers and courses](#).

**Q.** Can I take the same CE course two years in a row and receive credit?

**A.** No. You cannot receive credit for any course more than once in any reporting period.

**Q.** If I hold a CE exemption, do I still have to take the long-term care one-time 8 -hour LTC CE course and the 4-hour LTC CE course for renewals?

**A.** Yes, as the Federal law does not allow for exemptions. Any producer licensed who continues to sell LTC must complete required CE. As of March 1, 2009, any new or existing producer who has not complied with the 8-hour one time training will need to take the LTC course before selling LTC. Be sure the course is approved for LTC credit and not just entitled long term care and approved for general credit.

**Q.** Are there any exemptions to the CE requirements?

**A.** Yes, the exemptions are:

- Non-residents of reciprocal states who have met the home state's CE requirements.
- Any producer whose license is limited to acting only as a producer for credit insurance, rental vehicle insurance, crop, portable electronic, travel, motor club, dental services, and legal services, or any combination thereof.
- Newly licensed producers, service representatives, adjusters or title insurance agents licensed within 12 months of the renewal date.

**NOTE:** Any individual exempt from the educational requirements of Ala. Code 27-8A-1 immediately prior to January 1, 2013, so long as the individual remains exempt according to the law at that time, unless the license is permitted to expire or is otherwise terminated and remains out of effect for a period of 12 consecutive months, in which case the exemption is no longer applicable.