

Life Licence Qualification Program (LLQP)

National Course Provider Accreditation Criteria¹

Eligibility

- To be eligible, an organization must support the LLQP governing principles defined in Schedule D of the *Licence agreement relating to the implementation of a Canada-wide insurance of persons (life and health) qualification program* and meet at least one of the following criteria to submit an accreditation form:
 - Be currently recognized in at least one Canadian jurisdiction as a course provider;
 - Contract at least 500 certified life and A&S insurance agents;
 - Constitute an association representing at least 1,000 certified life and A&S insurance agents;
 - Notwithstanding the previous eligibility criteria, if the training offered in a jurisdiction is insufficient, an interested organization might be invited to submit an accreditation form.

Training Organization

- Projected training approaches (e.g.: online courses, in-person classes, etc.) and assessment methods (e.g.: traditional exams, integrative project, portfolio, etc.) are appropriate to the aims and purposes of the LLQP.
- Quality control mechanisms put in place by the provider (e.g.: evaluation of trainers, student feedback, association with an insurer for evaluating material, etc.) are relevant and applicable.
- The applicant agrees to submit a copy of its training material and examinations to the Governance Committee and the relevant jurisdictions upon request.

Resources

- The applicant:
 - Is able to develop, deliver and evaluate the training program (demonstrated by providing a business overview).
 - Has the financial resources to develop material (e.g.: supplementary material and assessment tools indicated in the training organization documents) and provide training, thus insuring the sustainability of the training program for the students.
 - Employs a person in charge of the training program with the skills to effectively develop and deliver the training (e.g.: licensed life insurance agent as an internal resource, trainer with a minimum of 2 years of experience, etc.)
 - Undertakes to provide, within the prescribed timeline, the results of students who have registered for the training program.

Legal Aspects

- The applicant has the right to legally do business across the country.
- The proposal is consistent with applicable laws and regulations.
- The applicant has signed and is not in violation of the *Licence agreement relating to the implementation of a Canada-wide insurance of persons (life and health) qualification program*.
- The applicant undertook to verify that its staff members have not been convicted in connection with its training services thereby compromising its ability to provide training services (full disclosure).

¹ Those national criteria represent the common denominator. To recognize an applicant as a course provider, each jurisdiction is free to add to those criteria in order to reach a decision.