

**\* EXISTING LICENSEES REQUIRING CE  
2008 CE Conversion**

\* An **Existing Licensee Requiring CE** is an individual that holds any of the following licenses on/before December 31, 2007:  
**Life & Health, Property & Liability, Personal Lines and Adjuster.**

Example: 1) An individual that was issued a Life & Health license, effective August 1, 2007, is an Existing Licensee Requiring CE.  
2) An individual that is issued a Credit license, effective date of August 1, 2007, is not an Existing Licensee Requiring CE.

**Effective January 1, 2008**, pursuant to N.C.G.S. 58-33-130(d), **Biennial** (every two years) continuing education (CE) requirements shall be **24 credit hours**. The Commissioner may by rule establish a staggered system in which the credit hour **compliance period is based on the month and year of birth** of each individual licensee.

The licensee's birth year determines if an individual must meet CE on an even or odd year.

Example: 1) **1960** is considered an **EVEN** year.  
2) **1961** is considered an **ODD** year.

The licensee's birth month determines the month that continuing education is due.

Example: 1) An individual **born in October** would need **24 hours** of CE **completed by October** of compliance year.

**The staggered system** will be **prorated based** on 1 credit hour per month up to 24 months. This conversion will be completed within 4 years (2011).

Example: 1) An individual with a birth date of Feb 16, **1960**, would have the following **two** compliance periods during the CE conversion: **1st** – 2 credit hours by Feb **2008** the **2nd** – 24 credit hours by Feb **2010**.  
2) An individual with a birth date of Apr 4, **1957**, would have the following **two** compliance periods during the CE conversion: **1st** – 16 credit hours by Apr **2009** the **2nd** – 24 credit hours by Apr **2011**.

The chart below reflects the number of hours an existing licensee must have during the 4 year Biennium CE conversion:

Compliance Yr	Month of Birth																							
	Jan		Feb		Mar		Apr		May		Jun		Jul		Aug		Sept		Oct		Nov		Dec	
	even	odd	even	odd	even	odd	even	odd	even	odd	even	odd	even	odd	even	odd	even	odd	even	odd	even	odd	even	odd
2008	1		2		3		4		5		6		7		8		9		10		11		12	
2009		13		14		15		16		17		18		19		20		21		22		23		24
2010	24		24		24		24		24		24		24		24		24		24		24		24	
2011		24		24		24		24		24		24		24		24		24		24		24		24

Should you have questions or concerns regarding this information, please contact ASD 919-807-6800 or refer to the department's website [www.ncdoi.com](http://www.ncdoi.com).