

# CANADIAN ACCREDITED INSURANCE BROKER (CAIB) APPLICATION FOR REGISTRATION

(Please Print Clearly. Make extra copies as required)

1. NAME \_\_\_\_\_  
PHONE# \_\_\_\_\_ FAX # \_\_\_\_\_ EMAIL \_\_\_\_\_

2. EMPLOYER \_\_\_\_\_

3. BUSINESS ADDRESS \_\_\_\_\_  
CITY/TOWN \_\_\_\_\_ PROV. \_\_\_\_\_ POSTAL CODE \_\_\_\_\_

4. MAILING ADDRESS (if different from No. 3) \_\_\_\_\_

5. I (my firm) is a member in good standing of the Insurance Brokers Association of Manitoba:

YES  NO

**While membership in the provincial brokers association is not a pre-requisite of this course, membership IS required for the use of the CAIB designation.**

6. I am a licensed general insurance broker: YES  NO

7. I wish to enrol in:  
CAIB I \_\_\_\_\_ CAIB II \_\_\_\_\_ CAIB III \_\_\_\_\_ CAIB IV \_\_\_\_\_  
**CAIB IV - continuing education credits, please choose Life  or General**

8. STUDY METHOD: (These options include the relevant textbooks, course guide & examination registration)

**WINNIPEG – DISCUSSION GROUP** \_\_\_\_\_ (all levels)

**SELF STUDY** \_\_\_\_\_

**ONLINE (Study Tool)** \_\_\_\_\_ (Fee paid directly online – see over for details)

9. Exam must be written on scheduled examination date or a deferral fee of \$80.00 will apply. Fee includes a non-refundable amount of \$40.00. No refunds within seven (7) days of start date.

**Exam Date: December 1, 2010. I wish to write my exam in the following location:**

**Winnipeg  Brandon  The Pas  Dauphin  Thompson**

11. If successful in the examinations, and if elected by the IBAC Board of Directors to be awarded the designation of “Canadian Accredited Insurance Broker”, I hereby certify that I meet the prescribed qualifications, that I am an employee of an insurance brokerage and that I agree to abide by the “Terms of Reference” and such other requirements as may be established by the Insurance Brokers’ Association of Canada and the Insurance Brokers’ Association of Manitoba from time to time as they see fit.

12. I understand that all applications will be processed as monies are received on a first-come, first-served basis, and that **all classes are subject to sufficient enrolment.**

DATED: \_\_\_\_\_ SIGNED: \_\_\_\_\_

**PLEASE RETURN THIS FORM TO:**

Insurance Brokers Association of Manitoba  
205 - 530 Kenaston Blvd, Winnipeg, MB R3N 1Z4  
Ph: (204) 488-1857 (800) 204-5649 Fax: (204) 489-0316

## **IBAC PROFESSIONAL DEVELOPMENT DESIGNATIONS - TERMS OF REFERENCE**

- (1) The right to obtain an IBAC designation will be restricted to successful candidates who are employed by a property and casualty insurance brokerage and are members in good standing, as at the time of the granting of such IBAC designation, of a member association which is and continues to be a member of IBAC.
- (2) At the sole discretion of IBAC and member associations, non-members and/or non-brokers shall be allowed to complete any program offered by IBAC, and upon successful completion, such non-members and/or non-brokers will be entitled only to Certificates of Completion.
- (3) The right to use and maintain any IBAC designation granted by IBAC shall only continue while such person is employed by a property and casualty insurance brokerage, acceptable to the IBAC Board of Directors, while that brokerage continues to be a member in good standing of a member association which itself is a member in good standing of IBAC.
- (4) A licensed property and casualty insurance broker, having earned a Certificate of Completion or an IBAC designation, who is an employee (not a principal) of a property and casualty insurance brokerage that is not a member of a member association of IBAC, will be allowed to obtain membership or associate membership with the appropriate member association of IBAC, failing which that person's right to use such IBAC designation will be terminated.
- (5) The granting of member and/or associate member status is at the discretion of the member association and shall be in accordance with, and subject to, the applicable member association's by-laws, rules, regulations and guidelines.
- (6) The administration of membership and associate membership is the responsibility of the applicable member association.
- (7) All candidates must be granted permission to use IBAC designations through specific election by the IBAC Board of Directors.
- (8) Employees of IBAC or its Member Associations, who have successfully completed the prescribed examination requirements, may hold an IBAC designation as long as they remain so employed.

Amended September 20, 2001

- **DISCUSSION GROUPS** - All classes are subject to sufficient enrollment, if discussion groups cannot be formed, you may take the Self-Study option or your fee will be refunded.
- **SELF STUDY** provides student with the textbook, workbook, student self study guide, answer keys and examination.
- **IMMERSION** provides student with all course material, 5 days of instruction and examination. Subject to sufficient enrolment

**ONLINE Study Tool** – In addition to your course fee for an extra \$24.00 plus GST (paid directly online) you get 12 weeks connection time of the **Online Study Tool**. All levels of **CAIB are available**. To register for this option: 1) tick off the Online (Study Tool) option on the front of this form as well as your Study Method; 2) Go to the member section of the IBAM website [www.ibam.mb.ca](http://www.ibam.mb.ca) 3) register online when you want your 12 weeks of study time to begin.

### **C.A.I.B. PROGRAM COSTS PER SEMESTER (GST Included)**

	Member	**Non-member
▪ Immersion/5-Day	\$800.10	\$1200.15
▪ Discussion Group	\$540.75	\$811.13
▪ Self-Study	\$540.75	\$811.13
▪ *Re-enrolment – Disc Grp (Exam extra)	\$110.25	\$165.38
▪ Exam Re-write/deferral	\$90.00	\$90.00

**Online Study Tool** Available to IBAM Members only \$24 plus GST in addition to your course fee (you pay directly online) Re-registration for Online Study Tool \$ 24

**\*\* While membership in the provincial brokers association is not a pre-requisite of this course, membership IS required for the use of the CAIB designation.**

\*\*Non-member additional fees may be credited to Membership Dues within 1 year

The re-registration fee applies to students requiring more than one semester to complete a semester's work. **If the course material is revised in the re-registered semester, registrants must purchase the revised material.**

**Successful completion of each level qualifies for twelve (12) Continuing Education Credits.**  
CAIB 4 - you have a choice of obtaining life credits or general, but not both

**RIBO credits:** CAIB 1 - Five (5) hours management, Eighteen (18) hours technical  
CAIB 2 & 3 - Eighteen (18) hours technical each.  
CAIB 4 - Fifteen (15) hours management.