

## HLLQP Course Schedule & Topic Outline – 5 Days In Class

DATE	Topic	After Class Activities
Monday Day 1 In Class 10 am to 5 pm	<ul style="list-style-type: none"> <li>• Introduction to the course               <ul style="list-style-type: none"> <li>○ Your Instructor</li> <li>○ Course structure (in class and online), layout, resources, time frames and expectations</li> </ul> </li> <li>• Introduction to financial services / life insurance</li> <li>• Life Insurance</li> <li>• Review of the day's material</li> <li>• Homework assigned</li> </ul>	<ul style="list-style-type: none"> <li>• Log into Online Section of the Course</li> <li>• Send your instructor an email</li> <li>• Review class notes</li> <li>• Watch the video case studies</li> <li>• Complete assigned homework</li> <li>• Read tomorrow's manual</li> </ul>
Tuesday Day 2 In Class 9 am to 5 pm	<ul style="list-style-type: none"> <li>• Review of homework assignment &amp; previous day</li> <li>• Life Insurance Taxation Principles</li> <li>• Review of the day's material</li> <li>• Homework assigned</li> </ul>	<ul style="list-style-type: none"> <li>• Review class notes</li> <li>• Watch the video case studies</li> <li>• Complete assigned homework</li> <li>• Read tomorrow's manual</li> </ul>
Wednesday Day 3 In Class 9 am to 5 pm	<ul style="list-style-type: none"> <li>• Review of homework assignment &amp; previous day</li> <li>• Segregated Funds and Annuities</li> <li>• Review of day's material</li> <li>• Homework assigned</li> </ul>	<ul style="list-style-type: none"> <li>• Review class notes</li> <li>• Watch the video case studies</li> <li>• Complete assigned homework</li> <li>• Read tomorrow's manual</li> </ul>
Thursday Day 4 In Class 9 am to 5 pm	<ul style="list-style-type: none"> <li>• Review of homework assignment &amp; previous day</li> <li>• Accident and Sickness Insurance</li> <li>• Review of day's material</li> <li>• Homework assigned</li> </ul>	<ul style="list-style-type: none"> <li>• Review class notes</li> <li>• Watch the video case studies</li> <li>• Complete assigned homework</li> <li>• Read tomorrow's manual</li> </ul>
Friday Day 5 In Class 9 am to 5 pm	<ul style="list-style-type: none"> <li>• Review of homework assignment &amp; previous day</li> <li>• Ethics and Professional Practice</li> <li>• Review of day's material</li> </ul>	<ul style="list-style-type: none"> <li>• Review class notes</li> <li>• Watch the video case studies</li> <li>• Complete assigned homework</li> </ul>
EXAM PREP DAY 9 am to 5 pm	<ul style="list-style-type: none"> <li>• Within 1 year of registration</li> <li>• After you've completed the certification exams but before you write your licensing exams</li> <li>• To reserve a spot please go to <a href="http://hllqp.remic.ca/examprep">hllqp.remic.ca/examprep</a>.</li> <li>• FREE for REMIC students.</li> </ul>	
LICENSING EXAMS	<ul style="list-style-type: none"> <li>• Book your licensing exams online</li> <li>• Complete the licensing exams within 1 year of completing the certification exams</li> <li>• Get hired and apply for your license</li> </ul>	

## IMPORTANT INFORMATION:

1. **Accessing the course:** Using your email address and the password you created when you purchased the course, please go to [www.hllqp.remic.ca](http://www.hllqp.remic.ca). Please click the Login button. You must then enter your email address and password.
2. **When you first login:**
  - a. Please complete the activities in the Getting Started module.
  - b. You must obtain a CIPR number and enter it in the Getting Started section to be able to complete the course.
3. **Time commitment:** This course consists of 5 manuals produced by CISRO as well as online activities designed to assist you in understanding the material. It is essential that you read the manuals and complete all of the online activities. Failure to do so will have a negative effect on your ability to pass the provincial licensing exams. The time commitment required for you to do so will depend on the speed at which you read and comprehend the manuals and complete the activities. You have one year to complete the course. Failure to complete the course in one year will result in you having to reregister for the course.
4. **Your Instructor:** Your instructor is here to help! If at any time you have questions/concerns/comments please feel free to contact your instructor (contact information is located in the online section of the course). It's important that you contact your instructor as soon as you have a question so s/he can help you right away! There are no bad questions!
5. **Video Case Studies:** The video case studies are specifically designed to help you understand each of the learning outcomes in each chapter of each manual. It will teach you an invaluable skill: how to search the pdf manual during the provincial licensing exams if you are unsure of the correct answer. It is vital that you complete all of the course videos.
6. **Exam Prep Quizzes:** These quizzes are designed to reflect the course's certification exams and prepare you for those exams. In addition they will assist you in learning and understanding the material.
7. **Certification Exams:** The certification exams reflect what you've learned and are very similar to the exam prep quizzes. You MUST pass all four certification exams before you can register to write your provincial licensing exams.
8. **Preparing for the provincial licensing exams:** Please refer to the course module entitled "Licensing Exam Prep". This module contains invaluable resources to assist you in preparing for the provincial licensing exams.
9. **Exam Prep Day:** Each month REMIC hosts an in class exam prep day that is free for REMIC students to attend. Please check with your instructor for the date of this exam prep day and follow the instructions in the schedule for the booking procedure. This session is designed to further assist you in preparing for the provincial exams by focusing on exam type questions, how to use the tablet you'll be given during the exam, and other important information.
10. **Booking your provincial licensing examination:** Please refer to the course module entitled "Licensing Exam Booking" for the link to the licensing exam booking system. This system is run by the provincial regulator, completely independent of REMIC.
11. **A Safe Learning Environment:** At all times treat your fellow students with respect. Please be polite in your correspondence and discussions. If you feel that you are being harassed or discriminated against by a fellow student, please advise your instructor immediately. Please avoid wearing perfume or heavily scented products.