

# PROMETRIC™

**South Carolina  
Insurance Continuing Education**

**CHANGE IN PRODUCER IDENTIFICATION NUMBER ON ROSTERS**

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The South Carolina Insurance Department, in partnership with Prometric, is pleased to announce that the CE program is moving away from using the individual's Social Security number as the individual identification number for rosters. This will free producers from being required to share this sensitive personal identifier with providers and relieve providers of the burden of maintaining high levels of confidentiality on personal data.

***Prometric has deployed a release that permits use of the producer license number for online rosters as well as Social Security numbers.***

***Sponsors are strongly encouraged to begin using license numbers on all their rosters.***

Rosters may be submitted with a combination of SSNs and license numbers. Nine-digit numbers will be treated as SSNs and six-digit numbers will be treated as license numbers. As always, be sure to make roster entries as accurate as possible.

Producers are no longer are required to provide their SSN either to sponsors or to Prometric. We suggest that sponsors who maintain internal registration records gather license numbers from all their students and cease handling SSNs.

Sponsors and producers can look up license numbers for individuals at the South Carolina Department Web site at <https://online.doi.sc.gov/Eng/Public/Queries/IndvdlLicSrch.aspx>.

A revised Class Roster form and revised Certification of Approved Course Completion form are enclosed. Please begin using them immediately.

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