



Exam Registration Open to All Applicants

Posted June 25/20 (emailed June 25/20)

Emailed to all Authorizers at Manitoba licensed Insurance Companies and to all Operating Agents and Designated Representatives.

The Insurance Council of Manitoba (ICM) office continues to be closed to the public, however, exams have resumed in our office (*seats are available in Winnipeg only at this time; exams seated outside of Winnipeg continue to be suspended until further notice*). Exams follow strict physical distancing and other COVID-19 prevention measures as follows:

- Exam applicants **must** complete the [Exam Declaration](#) and bring this **completed** form to the ICM office the morning of the exam(s)
- Exam applicants **must** not linger in the hallway outside the ICM office doors, and **must** use the refreshment area in the basement of the building or use the waiting room on the 5th floor when waiting for their exam
- Exam applicants will be seated the required 2-meters distance apart
- Exam applicants **must** bring their own pencil
- Exam applicants **must** bring their own non-programmable calculator (no function buttons)
- Exam applicants **must** wear a mask at all times while waiting in line at the ICM and during the exam (masks will not be supplied by the ICM, and each applicant must bring their own)
- Exam applicants **must** obey the social distancing guidelines

An exam applicant that does not bring the items listed above, or obey the safety protocols, will not be able to write the exam.

How do I know which dates are Open?

- To view a list of open dates, refer to the "[Open Examination Sitting Schedule](#)" available on the ICM website.

How do I Register?

- If your examination(s) was previously cancelled in March or April 2020 due to COVID-19, you must contact our office and allow us to manually schedule your exam(s). *Note: Registrants whose exams were cancelled in the months of March and April 2020 were all previously contacted and given priority to schedule their exams.*
- If your examination(s) was not previously cancelled due to COVID-19, you are required to schedule online. For more information about how to register for an exam, please visit our [Exam Process](#) page on our website and ensure to review the [User Guide - Online Examination Registration](#) prior to registering online for the exam.

Thank you for your patience during this uncertain time.

Insurance Council of Manitoba
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