

AML Training Instructions (Anti-Money Laundering Certification) Agent Status: Not Started

1. Open Internet Explorer
2. In the address bar, type "aml.limra.com" (do NOT type "www"). Push "Enter".
3. At the LIMRA home page, type in your User Id and Password
User ID: First four letters of your last name plus last six digits of your Social Security number (e.g., smit123456)
Password: Last name (e.g., smith)
4. You will be asked to change your password and answer 5 security questions. Your password must be between 8 and 11 characters.
5. On your home page (it will say "Welcome, [your name], you will see at least 3 entries:

The screenshot shows the LIMRA Training portal. On the left, a sidebar greets the user 'Dawn Rostomily' and notes they are enrolled in courses. The main area displays a search bar and a list of available courses. The 'Base Course' section includes two options: one in English, 'Anti-Money Laundering for Insurance Producers', and one in Spanish, 'Protección contra el lavado de dinero para agentes de seguros'. Both are marked as 'Not Started'. The 'Company Pages' section lists two specific company courses, also marked as 'Not Started'.

6. Click on "Anti-Money Laundering for Insurance Producers" to take the course in either English or Spanish.
7. Complete all 4 parts of the course (Preface, Overview, Know Your Customer and Activity Monitoring and Reporting). When you have completed all 4 parts, you will be returned to the course Table of Contents page. Click on "Exit Course" to return to the LIMRA Home page.

The screenshot shows the LIMRA International training website. The header includes the LIMRA logo, 'Training' and 'Resources' icons, and a 'Signout' button. The breadcrumb trail reads 'Training > Anti-Money Laundering for Insurance Producers'. A search bar with a 'Go' button is located below the breadcrumb. The main content area displays a table of contents for the course 'Anti-Money Laundering for Insurance Producers'. The table of contents includes a 'Preface' and three main sections: 'I. Overview', 'II. Know Your Customer', and 'III. Activity Monitoring and Reporting'. Each section has a brief description of its content. A legend on the right side of the page explains the progress indicators: 'Required Content' includes 'Visited Page' (green), 'Unvisited Page' (red), 'Folder with 100% progress' (green folder), 'Folder with some progress' (yellow folder), and 'Folder with no progress' (red folder). 'Optional Content' includes 'Folder' (blue folder) and 'Page' (blue page).

8. On the Limra home page, click on the link to the corresponding insurance company that you will be writing business through.
9. When you return to your home page, you'll find that your Progress is now "Completed" for each corresponding insurance company, and "Completed" for the "Anti-Money Laundering for Insurance Producers" course (in the language you chose).
10. Print off the completion page showing you have completed the latest AML training course and the completion of a corresponding insurance company if they require a separate certification. Make sure that the printed page shows Name, and Date of AML Certification Completed.
11. Click on "Signout".
12. For questions about the training site please call LIMRA at 866.364.2380.