



## DRC Pre-Qualification for Event Sponsors — Requirements

### Learning Objectives

Qualified events must be based on learning objectives written in behavioral or action items. These objectives must be provided to students in written form.

**Example:**

*“By the end of this webinar, you will be able to list key solvency risks within a company or group.”*

### Instructional Intent

Qualified events must be designed with learning as its primary goal. If an event’s primary goal is to elicit sales, obtain market data (through focus groups, for example), or promote networking, it is not eligible for DRCs.

### Interactivity

Qualified events must contain interactive elements such as quizzes, case studies, practice assignments, group discussions, polling questions and Q&A segments.

### Qualified instructors

Students at qualified events must have access to instructors who are subject matter experts throughout the duration of those events. Instructor bios must be included with materials provided to students.

### Attendance monitoring

Event sponsors must employ a monitoring system to verify that students are present and actively participating for the duration of the program. Examples of monitoring mechanisms include attendance sheets signed at the beginning and end of an event, door monitors noting student entrances and exits and online activity logs.

### Uniqueness of the experience

Designees may only earn DRCs for completing specific courses they have not taken or taught before.

### Completion Certificates

Qualified events must supply students with certificates of satisfactory completion that include the number of DRCs awarded.

### Investment-oriented subject matter (required of IPIR designees only)

Qualifying events must contain content pertaining to capital markets, portfolio analysis or other investment-oriented subject matter.

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### Inclusion of Sponsorship Statement

Sponsors who have successfully pre-qualified their learning events for DRCs should alert students of the opportunity to earn DRCs by including the following statement on their event invitations and/or brochures:

**Special information for NAIC APIR, SPIR, and Designees**



This program has been pre-qualified for Designation Renewal Credits (DRCs). To receive your certificate, you must meet the attendance and participation requirements.

Additionally, NAIC will provide an information slide and DRC logo image for your use upon approval of your DRC pre-qualification request.

### **DRC Calculation**

#### **Contact hours:**

Fifty (50) minutes of continuous, structured learning activity by means of formal training, coursework or experiential endeavors.

#### **Credits:**

One 50-minute contact hour is equal to 1 Designation Renewal Credit (DRC). Half credit increments (equal to 25 minutes) are permitted after the first credit has been earned.

#### **Example:**

For a course with six and a half contact hours (390 minutes in length):

$$390 \div 50 = 7.5 \text{ DRCs}$$

(Credits are rounded down to the nearest half)



Please complete this form and submit it with supplemental documents to [designaion@naic.org](mailto:designaion@naic.org) at least 2 weeks in advance of the event's start date. Include **DRC Pre-Qualification** as your subject line.

**Contact Information**

Sponsor Firm	
Contact Name	
Phone	
Email	
Website, if applicable	
Title of Learning Event	

**Event Information**

Length of event in minutes (not including breaks or introductions)	
Number of DRCs requested (Event length in minutes ÷ 50 = DRCs)	
Subject Matter Type	
Required exam score, if applicable	
Attendance monitoring method	

**Method of instruction**

- Live, in-person
- Facilitated online course
- Live, internet based (webinar)
- Self-study

**Supplemental Documentation**

Please submit the following with this application to [designaion@naic.org](mailto:designaion@naic.org).

- Event Agenda
- Instructor biographies
- Presentation slide deck/student handouts
- Quiz questions (self-study only)