



## Upcoming Changes to LIMRA's Compliance Education Platform

# #11

Welcome to the eleventh in a series of monthly communications describing exciting changes coming to our Compliance Education Platform (CEP).

**We're going live on July 3rd 2019**



### Important Dates:

- June 10, 2019 – LIMRA will begin processing using CEP. Companies will be able to view enrollment and completion data more promptly!
- July 3, 2019 – The CEP Customer Portal will be available and company access to the CFM website ([www.knowledge.limra.com](http://www.knowledge.limra.com)) will be removed.
- July 31, 2019 – LIMRA will STOP
  - Accepting comma-delimited enrollment files.
  - Producing status reports in the current file format.
  - If your company cannot meet the 7/31 date for pipe delimited formatting, please call us at 888-577-5522 or email [CEP@LIMRA.com](mailto:CEP@LIMRA.com).

### Noteworthy:

This link contains a summary of all of the highlights and information you need for CEP in one place: [CEP Overview](#)

### Authorization for use of the CEP:

A new CEP Customer Portal will replace the current online progress look-up. *Without authorization, there will be no access the CEP Customer Portal.*

**Step 1)** Please identify your company's Main Contact. The Main Contact should be able to provide LIMRA with current and future CEP Customer Portal Authorized Users. The Main

Contact may also receive information from LIMRA about the CEP Customer Portal and should be able to distribute it appropriately throughout your company.

An Authorized User will have the ability to access the CEP Customer Portal to search student activity and transcripts, submit enrollments, and retrieve files. Your company can have multiple Authorized Users.

**Step 2)** Current contacts will **not** automatically carry-over to the new CEP Customer Portal. Please tell LIMRA who all Authorized Users will be for the CEP Customer Portal – see the green box below. Prior to going “live”, we’ll send an email to all these users asking them to complete an online registration form.

**Please send the form in this link, [Authorization Form](#), to [Compliance-RegSvs@limra.com](mailto:Compliance-RegSvs@limra.com), with subject line of: CEP Customer Portal Users, by Friday, May 24, 2019.**

We hope you are as excited about the capabilities of our new system as we are. If you have any questions regarding this information, please contact Vince Peterson at [vpeterson@limra.com](mailto:vpeterson@limra.com) or 860-709-8233.

You may view previous communications by accessing: <https://www.limra.com/CEPCOMM/>