



Utilizing the NAIC Training Portal for Returning Users

By logging into Quest CE's NAIC Suitability portal, returning users will be able to access and complete new and previously selected annuity and product-specific training materials.

See below for detailed instructions on how to login and navigate the NAIC training portal.

How to Utilize the NAIC Training Portal:

Step 1: In your internet browser's address bar, type in **<https://learn.questce.com/naicsuitability/>**

Step 2: As a returning user, you will need to enter the **Username** (email address) and **Password** you provided during the initial registration process.

** If you don't know your password, please select the **Forgot Password** option to the right. You will be required to type in your **Username** (email address) and **Last Name**. You will receive an email with instructions on how to reset your password. You will need to create a new strong password with the following requirements: Must be at least eight total characters, one number, one capital letter and one special character. For example, **passWord#6** meets these requirements.*

Step 2: Once you are logged into the system, you may begin/continue any course previously added to your user account by clicking **Start**.

Option: To add new Product-Specific Training to your account, place your cursor over the menu on the left side of the screen and click **Add Product Specific**, then select your additional course(s).

** Please Note: If do not see the course you looking for, you may need to verify that you have the appropriate **Carrier(s)** and **Broker Dealer** selected in your account; to do*

- *Click the **Manage Appointments** tab within the menu on the left to verify the **Carrier(s)** listed in your account. You can also add additionally **Carriers** at this time.*
- *Similarly, you can verify that you have the appropriate **Broker Dealer** attached to your account by clicking the **Broker Dealer** tab on the left.*

Step 3: Once you have proceeded through all of the course content slides, click **Begin** (located under **Exam**) to open the course attestation or multiple choice exam. Then click **Start Exam**.

*Your **Carrier(s)** will be notified of any respective course completion(s) once the course status is **Complete**.*