

• Open https://licensing.abcouncil.ab.ca/#/login/with/cipr in your favorite browser

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Alberta Insurance Council	
Log in to your account With your CIPR Number	
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Or log in with	
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Alberta Insurance Council

• Enter your CIPR

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Alberta Insurance Council

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Alberta Insurance Council

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Alberta Insurance Council

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• Click on Select a Policy to Add on the right hand side

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Alberta Insurance Council

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• Enter Certificate number if applicable

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• Begin typing Carrier (Insurer) name. Select Carrier from search list

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• Click Effective date to open calendar

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• Click Month-Year to change view to months

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Alberta Insurance Council

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Alberta Insurance Council

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• Click End date (TIP: most policies will have an expiry date)

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Alberta Insurance Council

• Click Month-Year

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• Click Year to change to Year View

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Alberta Insurance Council

• Select Year policy expires

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Alberta Insurance Council

• Select Month policy expires

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