

## THE INSTITUTES 2019 ORDER FORM FOR STUDY MATERIALS: EDITION 3

Prices and availability are subject to change. See the price list starting on page 3.

The Institutes | 720 Providence Road | Suite 100 | Malvern, PA 19355-3433

Tel: (800) 644-2101 (8 AM–6 PM eastern time, weekdays) | Fax: (610) 640-9576 (Do not mail copies of faxed orders.)

Email: CustomerSuccess@TheInstitutes.org • Order online at TheInstitutes.org



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### TO ORDER YOUR STUDY MATERIALS:

1. Indicate when you plan to take your exam.
2. If this order is to be billed, fill out the account number, purchase order number, and billing address.
3. Provide your shipping address.
4. Select your study materials.
5. Add up your order value on the back, and enter the sum in the order value blank below.
6. Add the order value, figure discount and tax if applicable, add shipping and handling costs, and select a payment method. See other side for shipping information.

### 1. PLEASE INDICATE THE MONTH/YEAR IN WHICH YOU PLAN TO TAKE YOUR EXAM

☐ January 15–March 15, 2020

☐ April 15–June 15, 2020

☐ July 15–September 15, 2020

☐ October 15–December 15, 2019

### 2. BILL TO (COMPLETE ALL FIELDS):

(Established accounts only. All other orders must be prepaid. Please direct questions about establishing an account to Accounts Receivable.)

**Billing Account #**

**Purchase Order #**

Name—Please print clearly.

Firm Name—if business address

Address

City and State

ZIP Code

Country

**Daytime Phone Number** (Please include area code.)

### 3. SHIP TO:

ID# (Students only)

Name—Please print clearly.

Firm Name—if business address (business address preferred)

Street Address (Do not use PO Box.)

City and State

ZIP Code

Country

**Daytime Phone Number** (Please include area code.)

**Email Address** (Please read our privacy statement at TheInstitutes.org.)

### 6. ORDER

**Order Value** (from other side)

\$

**Discount** (15% discount on orders of \$1,500 or more if shipped to one address)

**Net Amount**

**Shipping Charge**

☐ Ground = 10% ☐ Second Day Air = 14% + Handling Charge (orders to Alaska, Puerto Rico, and Hawaii are shipped Second Day Air).

☐ Overnight Delivery = Handling Charge + UPS Next Day Air Rate [call Customer Success at (800) 644-2101 for Next Day Air shipping rates].

**Handling Charge**

☐ Ground Deliveries = No Charge ☐ Second Day Air, Overnight Delivery, or International Orders = \$10.00

**Subtotal** (Net Amount plus Shipping and Handling, if applicable.)

**Sales Tax** (AZ, CA, CT, FL, GA, IA, IL, MI, NY, NC, OH, PA, SD, TX, and WI add applicable sales tax)

**Total Amount Enclosed** (Must be paid in U.S. funds, or charge order to a credit card below.) Make checks payable to The Institutes.

\$

☐ American Express ☐ Diners Club ☐ Discover ☐ MasterCard ☐ VISA

Account No. \_\_\_\_\_ Exp. Date \_\_\_\_\_

Cardholder's Signature \_\_\_\_\_

(mandatory on all charge orders)

INSTITUTES USE ONLY:

P C \$ \_\_\_\_\_ # \_\_\_\_\_ GF AF EX

[illegible]

You can register for Institutes online classes with this order form. Visit our website for details.

Questions? Just call Customer Success at (800) 644-2101. We will be glad to answer questions and help you choose the appropriate study materials.

## SHIPPING AND HANDLING INFORMATION

**International Orders:** Place your order on our website [TheInstitutes.org](http://TheInstitutes.org). Shipping charges will be added at the time of your order. International deliveries are subject to additional charges for duties and taxes that are assessed at the time of customs clearance. Due to increased fuel costs, please note that a UPS fuel surcharge will be added to all international orders. The surcharge fluctuates by month, and notice of the exact surcharge will be included with your shipping quote.

PRICES AND AVAILABILITY ARE SUBJECT TO CHANGE.

# THE INSTITUTES 2019 ORDER FORM FOR STUDY MATERIALS: EDITION 3

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## KEY TO ORDER FORM SYMBOLS

Prices for new items are effective immediately. Course topics, program requirements, and pricing are subject to change at any time.

► Revised/New Content for January 2020 exams

\* The studybook is a text/course guide combination.

STUDY MATERIALS		ITEM #	UNIT COST
<b>CPCU DESIGNATION PROGRAM (Foundation Courses)</b>			
CPCU 500	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	500CP	\$301
	<b>Bonus Package</b> —add online course access for \$90 (includes Standard Package and Online Course Access)	500CPB	391
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	500RP	219
	Course Guide, Practice Exams, and Video Access—Foundations of Risk Management and Insurance, 3rd ed.	50001	70
	Text—Foundations of Risk Management and Insurance, 3rd ed.	50002	149
	SMART Study Aids, 3rd ed. (Review Notes and Flash Cards)—Optional	500S	82
CPCU 520	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	520CP	\$301
	<b>Bonus Package</b> —add online course access for \$90 (includes Standard Package and Online Course Access)	520CPB	391
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	520RP	219
	Course Guide, Practice Exams, and Video Access—Insurance Operations, 3rd ed.	52001	70
	Text—Insurance Operations, 3rd ed.	52002	149
	SMART Study Aids, 3rd ed. (Review Notes and Flash Cards)—Optional	520S	82
CPCU 530	► <b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	530CP	\$301
	► <b>Bonus Package</b> —add online course access for \$90 (includes Standard Package and Online Course Access)	530CPB	391
	► <b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	530RP	219
	► Course Guide, Practice Exams, and Video Access—Business Law for Insurance Professionals, 2nd ed.	53001	70
	► Text—Business Law for Insurance Professionals, 2nd ed.	53002	149
	► SMART Study Aids, 2nd ed. (Review Notes and Flash Cards)—Optional	530S	82
CPCU 540	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	540CP	\$301
	<b>Bonus Package</b> —add online course access for \$90 (includes Standard Package and Online Course Access)	540CPB	391
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	540RP	219
	Course Guide, Practice Exams, and Video Access—Finance and Accounting for Insurance Professionals, 3rd ed.	54001	70
	Text—Finance and Accounting for Insurance Professionals, 3rd ed.	54002	149
	SMART Study Aids, 3rd ed. (Review Notes and Flash Cards)—Optional	540S	82
	Introduction to Accounting Principles and Financial Statements (DVD)—Optional	54008V	40
<b>CPCU DESIGNATION PROGRAM (Concentration Courses)</b>			
CPCU 551	<b>Standard Package</b> (includes Text, Policy Handbook, Course Guide, Practice Exams Access, and SMART Study Aids)	551CP	\$348
	<b>Bonus Package</b> —add online course access for \$90 (includes Standard Package and Online Course Access)	551CPB	438
	<b>Basic Print</b> (includes Text, Policy Handbook, Course Guide, and Practice Exams Access)	551RP	266
	Course Guide, Practice Exams Access, and Video Access—Commercial Property Risk Management and Insurance, 3rd ed.	55101	70
	Text—Commercial Property Risk Management and Insurance, 3rd ed.	55102	149
	The Institutes' Handbook of Insurance Policies, 12th ed.	9	47
	SMART Study Aids, 3rd ed. (Review Notes and Flash Cards)—Optional	551S	82
	Business Income Insurance: An Introduction (DVD)—Optional	SAVB01	40

The Institutes' courses and programs are dynamic. To provide industry professionals with the knowledge needed to drive powerful business results, The Institutes continuously review and revise technical content and delivery methods based on current industry needs and practices. Therefore, course topics, program requirements, and pricing are subject to change at any time. If you are uncertain about your study materials or wish to get the latest course and program information, check The Institutes' website, TheInstitutes.org, call Customer Success at (800) 644-2101, or email questions to CustomerSuccess@TheInstitutes.org.

STUDY MATERIALS		ITEM #	UNIT COST
CPCU 552	<b>Standard Package</b> (includes Text, Policy Handbook, Course Guide, Practice Exams Access, and SMART Study Aids)	552CP	\$348
	<b>Bonus Package</b> —add online course access for \$90 (includes Standard Package and Online Course Access)	552CPB	438
	<b>Basic Print</b> (includes Text, Policy Handbook, Course Guide, and Practice Exams Access)	552RP	266
	Course Guide, Practice Exams Access, and Video Access—Commercial Liability Risk Management and Insurance, 3rd ed.	55201	70
	Text—Commercial Liability Risk Management and Insurance, 3rd ed.	55202	149
	The Institutes' Handbook of Insurance Policies, 12th ed.	9	47
	SMART Study Aids, 3rd ed. (Review Notes and Flash Cards)—Optional	552S	82
CPCU 553	<b>Standard Package</b> (includes Text, Policy Handbook, Course Guide, Practice Exams Access, and SMART Study Aids)	553CP	\$254
	<b>Bonus Package</b> —add online course access for \$90 (includes Standard Package and Online Course Access)	553CPB	344
	<b>Basic Print</b> (includes Text, Policy Handbook, Course Guide, and Practice Exams Access)	553RP	187
	Course Guide, Practice Exams and Video Access—Survey of Personal Insurance and Financial Planning, 2nd ed.	55301	59
	Text—Survey of Personal Insurance and Financial Planning, 2nd ed.	55302	81
	The Institutes' Handbook of Insurance Policies, 12th ed.	9	47
	SMART Study Aids, 2nd ed. (Review Notes and Flash Cards)—Optional	553S	67
CPCU 555	<b>Standard Package</b> (includes Text, Policy Handbook, Course Guide, Practice Exams Access, and SMART Study Aids)	555CP	\$348
	<b>Bonus Package</b> —add online course access for \$90 (includes Standard Package and Online Course Access)	555CPB	438
	<b>Basic Print</b> (includes Text, Policy Handbook, Course Guide, and Practice Exams Access)	555RP	266
	Course Guide, Practice Exams, and Video Access—Personal Risk Management and Property-Casualty Insurance, 3rd ed.	55501	70
	Text—Personal Risk Management and Property-Casualty Insurance, 3rd ed.	55502	149
	The Institutes' Handbook of Insurance Policies, 12th ed.	9	47
	SMART Study Aids, 3rd ed. (Review Notes and Flash Cards)—Optional	555S	82
CPCU 556	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	556CP	\$301
	<b>Bonus Package</b> —add online course access for \$90 (includes Standard Package and Online Course Access)	556CPB	391
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	556RP	219
	Course Guide, Practice Exams and Video Access—Personal Financial Planning, 1st ed.	55601	70
	Text—Personal Financial Planning, 1st Institutes ed.	55602	149
	SMART Study Aids, 1st ed. (Review Notes and Flash Cards)—Optional	556S	82
CPCU 557	<b>Standard Package</b> (includes Text, Policy Handbook, Course Guide, Practice Exams Access, and SMART Study Aids)	557CP	\$254
	<b>Bonus Package</b> —add online course access for \$90 (includes Standard Package and Online Course Access)	557CPB	344
	<b>Basic Print</b> (includes Text, Policy Handbook, Course Guide, and Practice Exams Access)	557RP	187
	Course Guide, Practice Exams, and Video Access—Survey of Commercial Insurance, 3rd ed.	55701	59
	Text—Survey of Commercial Insurance, 3rd ed.	55702	81
	The Institutes' Handbook of Insurance Policies, 12th ed.	9	47
	SMART Study Aids, 3rd ed. (Review Notes and Flash Cards)—Optional	557S	67

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STUDY MATERIALS		ITEM #	UNIT COST
ASSOCIATE DESIGNATION PROGRAMS AND OTHER INSTITUTES COURSES			
SM 18	<b>Basic Print Package (includes Text and Course Guide)</b>	18RP	\$108
	Course Guide—Essentials of Supervision, 5th ed.	1801	37
	Text—Essentials of Supervision, 3rd ed.	1802	71
SM 19	<b>Basic Print Package (includes Text and Course Guide)</b>	19RP	\$108
	Course Guide—Supervisory Skills, 4th ed.	1901	37
	Text—Supervisory Skills, 3rd ed.	1902	71
AINS 21	<b>Property and Liability Insurance Principles</b>		
	<b>Bonus Package</b> , 7th ed. (includes Text, Course Guide, Online Course, SMART Study Aids, and Practice Exam Access)	21PRP	\$231
	<b>Standard Package</b> , 7th ed. (includes Text, Course Guide, Online Course, and Practice Exam Access)	21SP	164
AINS 22	<b>Personal Insurance</b>		
	<b>Bonus Package</b> , 3rd ed. (includes Text, Course Guide, Online Course, Policy Handbook, SMART Study Aids, and Practice Exam Access)	22PRP	\$278
	<b>Standard Package</b> , 3rd ed. (includes Text, Course Guide, Online Course, Policy Handbook, and Practice Exam Access)	22SP	211
AINS 23	<b>Commercial Insurance</b>		
	<b>Bonus Package</b> , 5th ed. (includes Text, Course Guide, Online Course, Policy Handbook, SMART Study Aids, and Practice Exam Access)	23PRP	\$278
	<b>Standard Package</b> , 5th ed. (includes Text, Course Guide, Online Course, Policy Handbook, and Practice Exam Access)	23SP	211
AINS 24	<b>General Insurance for IT and Support Professionals</b>		
	<b>Bonus Package</b> , 2nd ed. (includes Text, Course Guide, Online Course, SMART Study Aids, and Practice Exam Access)	24PRP	\$231
	<b>Standard Package</b> , 2nd ed. (includes Text, Course Guide, Online Course, and Practice Exam Access)	24SP	164
AIS 25	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	25CP	\$180
	<b>Bonus Package</b> —add online course access for \$70 (includes Standard Package and Online Course Access)	25CPB	250
	<b>Basic Print Package</b> (includes Text, Course Guide, and Practice Exams Access)	25RP	108
	Course Guide and Practice Exams Access—Delivering Insurance Services, 1st ed.	2501	37
	Text—Delivering Insurance Services, 4th ed.	2502	71
	SMART Study Aids, 2nd ed. (Review Notes and Flash Cards)—Optional	25S	72
API 28	<b>Personal Insurance: Underwriting and Marketing Practices</b>		
	<b>Bonus Package</b> , 2nd ed. (includes Text, Course Guide, Online Course, SMART Study Aids, and Practice Exam Access)	28PRP	\$293
	<b>Standard Package</b> , 2nd ed. (includes Text, Course Guide, Online Course, and Practice Exam Access)	28SP	211
API 29	<b>Personal Insurance: Portfolio Management</b>		
	<b>Bonus Package</b> , 3rd ed. (includes Text, Course Guide, Online Course, SMART Study Aids, and Practice Exam Access)	29PRP	\$293
	<b>Standard Package</b> , 3rd ed. (includes Text, Course Guide, Online Course, and Practice Exam Access)	29SP	211
AIC 30	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	AIC30CP	\$275
	<b>Bonus Package</b> —add online course access for \$70 (includes Standard Package and Online Course Access)	AIC30CPB	345
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	AIC30RP	193
	Course Guide—Claim Handling Principles and Practices, 2nd ed.	AIC3001	60
	Text—Claim Handling Principles and Practices, 2nd ed.	AIC3002	133
	SMART Study Aids, 2nd ed. (Review Notes and Flash Cards)—Optional	AIC30S	82

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AIC 31	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	31CP	\$275
	<b>Bonus Package</b> —add online course access for \$70 (includes Standard Package and Online Course Access)	31CPB	345
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	31RP	193
	Course Guide—Property Claims Practices, 2nd ed.	3101	60
	Text—Property Claims Practices, 2nd ed.	3102	133
	SMART Study Aids, 2nd ed. (Review Notes and Flash Cards)—Optional	31S	82
AIC 32	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	32CP	\$275
	<b>Bonus Package</b> —add online course access for \$70 (includes Standard Package and Online Course Access)	32CPB	345
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	32RP	193
	Course Guide—Liability Claims Practices, 3rd ed.	3201	60
	Text—Liability Claims Practices, 3rd ed.	3202	133
	SMART Study Aids, 3rd ed. (Review Notes and Flash Cards)—Optional	32S	82
AIC 37	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	37CP	\$275
	<b>Bonus Package</b> —add online course access for \$70 (includes Standard Package and Online Course Access)	37CPB	345
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	37RP	193
	Course Guide and Practice Exams Access—Managing Bodily Injury Claims, 2nd ed.	3701	60
	Text—Managing Bodily Injury Claims, 2nd ed.	3702	133
	SMART Study Aids, 2nd ed. (Review Notes and Flash Cards)—Optional	37S	82
AIC 39	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	39CP	\$314
	<b>Bonus Package</b> —add online course access for \$70 (includes Standard Package and Online Course Access)	39CPB	384
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	39RP	232
	Course Guide and Practice Exams Access—Auto Claims Practices, 2nd ed.	3901	60
	Text—Auto Claims Practices, 2nd ed.	3902	172
	SMART Study Aids, 2nd ed. (Review Notes and Flash Cards)—Optional	39S	82
AIC 41	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	41CP	\$275
	<b>Bonus Package</b> —add online course access for \$70 (includes Standard Package and Online Course Access)	41CBP	345
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	41RP	193
	Course Guide and Practice Exams Access—Property Coverages, 4th ed.	4101	60
	Text—Property Coverages, 4th ed.	4102	133
	SMART Study Aids, 4th ed. (Review Notes and Flash Cards)—Optional	41S	82

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AIC 43	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	43CP	\$275
	<b>Bonus Package</b> —add online course access for \$70 (includes Standard Package and Online Course Access)	43CPB	345
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	43RP	193
	Course Guide and Practice Exams Access—Property and Liability Coverages, 3rd ed.	4301	60
	Text—Property and Liability Coverages, 3rd ed.	4302	133
	SMART Study Aids, 3rd ed. (Review Notes and Flash Cards)—Optional	43S	82
AIC 44	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	AIC44CP	\$275
	<b>Bonus Package</b> —add online course access for \$70 (includes Standard Package and Online Course Access)	AIC44CPB	345
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	AIC44RP	193
	Course Guide—Workers Compensation Claims Practices, 2nd ed.	AIC4401	60
	Text—Workers Compensation Claims Practices, 2nd ed.	AIC4402	133
	SMART Study Aids, 2nd ed. (Review Notes and Flash Cards)—Optional	AIC44S	82
AIC 47	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	47CP	\$275
	<b>Bonus Package</b> —add online course access for \$70 (includes Standard Package and Online Course Access)	47CPB	345
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	47RP	193
	Course Guide—Claims Leadership and Organizational Alignment, 2nd ed.	4701	60
	Text—Claims Leadership and Organizational Alignment, 2nd ed.	4702	133
	SMART Study Aids, 2nd ed. (Review Notes and Flash Cards)—Optional	47S	82
AIC 48	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	48CP	\$275
	<b>Bonus Package</b> —add online course access for \$70 (includes Standard Package and Online Course Access)	48CPB	345
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	48RP	193
	Course Guide—Bodily Injury Claims and Auto Coverages, 1st ed.	4801	60
	Text—Bodily Injury Claims and Auto Coverages, 1st ed.	4802	133
	SMART Study Aids, 1st ed.	48S	82
AIC 49	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	49CP	\$275
	<b>Bonus Package</b> —add online course access for \$70 (includes Standard Package and Online Course Access)	49CPB	345
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	49RP	193
	Course Guide—Bodily Injury Claims and Liability Coverages, 1st ed.	4901	60
	Text—Bodily Injury Claims and Liability Coverages, 1st ed.	4902	133
	SMART Study Aids, 1st ed.	49S	82
SPPA 30	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	SPPA30CP	\$275
	<b>Bonus Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	SPPA30CPB	345
	<b>Basic Print Package</b> (includes Text, Course Guide, and Practice Exams Access)	SPPA30RP	193
	Course Guide—Public Adjuster Claim Handling Principles and Practices, 1st ed.	SPPA3001	60
	Text—Public Adjuster Claim Handling Principles and Practices, 1st ed.	SPPA3002	133
	SMART Study Aids, 1st ed. (Review Notes and Flash Cards)—Optional	SPPA30S	82
AIM 40	<b>Basic Print Package</b> (includes Text and Course Guide)	AIM40RP	\$247
	Course Guide—Management, 10th ed.	AIM4001	81
	Text—Contemporary Management, 10th ed. (McGraw-Hill)	AIM4002	166
AIM 44	<b>Basic Print Package</b> (includes Text and Course Guide)	AIM44RP	\$337
	Course Guide—Human Resource Management, 4th ed.	AIM4401	81
	Text—Human Resource Management, 4th ed. (Institutes), 12th ed. (McGraw-Hill)	AIM4402	256

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AIM 45	<b>Managing Business Organizations Today</b> Students are required to correctly answer 153 multiple-choice questions based on articles posted on our website to meet the AIM 45 course requirements. The course administration fee is \$379.	Contact Customer Success for details and enrollment.	
ARM 54	<i>(See successor course ARM 400 below)</i>		
ARM 55	<i>(See successor course ARM 401 below)</i>		
ARM 56	<i>(See successor course ARM 402 below)</i>		
ARM 400	<b>Risk in an Evolving World</b>		
	► <b>Online Bonus Package, 1st edition</b> (Online course, exam prep tools, assignment quizzes, practice exam, simulated credentialing exam, plus printed course book)	400CPB	\$425
	► <b>Online Only Package, 1st edition</b> (Online course, exam prep tools, assignment quizzes, practice exam, simulated credentialing exam)	C400	345
ARM 401	<b>Holistically Assessing Risk</b>		
	► <b>Online Bonus Package, 1st edition</b> (Online course, exam prep tools, assignment quizzes, practice exam, simulated credentialing exam, plus printed course book)	401CPB	\$425
	► <b>Online Only Package, 1st edition</b> (Online course, exam prep tools, assignment quizzes, practice exam, simulated credentialing exam)	C401	345
ARM 402	<b>Successfully Treating Risk</b>		
	► <b>Online Bonus Package, 1st edition</b> (Online course, exam prep tools, assignment quizzes, practice exam, simulated credentialing exam, plus printed course book)	402CPB	\$425
	► <b>Online Only Package, 1st edition</b> (Online course, exam prep tools, assignment quizzes, practice exam, simulated credentialing exam)	C402	345
CYBER 301	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	301CP	\$308
	<b>Bonus Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	301CPB	378
	<b>Basic Print Package</b> (includes Text, Course Guide, and Practice Exams Access)	301RP	226
	Course Guide—Managing Cyber Risk, 2nd ed.	30101	60
	Text—Managing Cyber Risk, 2nd ed.	30102	166
	SMART Study Aids, 2nd ed.	301S	82
AU 60	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	60CP	\$308
	<b>Bonus Package</b> —add online course access for \$70 (includes Standard Package and Online Course Access)	60CPB	378
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	60RP	226
	Course Guide and Practice Exams Access—Commercial Underwriting Principles, 1st ed.	6001	60
	Text—Commercial Underwriting Principles, 1st ed.	6002	166
	SMART Study Aids, 1st ed. (Review Notes and Flash Cards)—Optional	60S	82
AU 61	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	61CP	\$308
	<b>Bonus Package</b> —add online course access for \$70 (includes Standard Package and Online Course Access)	61CPB	378
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	61RP	226
	Course Guide and Practice Exams Access—Underwriting Commercial Property, 2nd ed.	6101	60
	Text—Underwriting Commercial Property, 2nd ed.	6102	166
	SMART Study Aids, 2nd ed. (Review Notes and Flash Cards)—Optional	61S	82
	Business Income Insurance: An Introduction (DVD)—Optional	SAVB01	40
AU 62	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	62CP	\$308
	<b>Bonus Package</b> —add online course access for \$70 (includes Standard Package and Online Course Access)	62CPB	378
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	62RP	226
	Course Guide and Practice Exams Access—Underwriting Commercial Liability, 3rd ed.	6201	60
	Text—Underwriting Commercial Liability, 3rd ed.	6202	166
	SMART Study Aids, 3rd ed. (Review Notes and Flash Cards)—Optional	62S	82

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STUDY MATERIALS		ITEM #	UNIT COST
AU 67	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	67CP	\$308
	<b>Bonus Package</b> —add online course access for \$70 (includes Standard Package and Online Course Access)	67CPB	378
	<b>Basic Print</b> (includes Text, Course Guide, and Practice Exams Access)	67RP	226
	Course Guide and Practice Exams Access—Strategic Underwriting Techniques, 2nd ed.	6701	60
	Text—Strategic Underwriting Techniques, 2nd ed.	6702	166
	SMART Study Aids, 2nd ed. (Review Notes and Flash Cards)—Optional	67S	82
AAI 81	<b>Standard Package</b> (includes Studybooks, Policy Handbook, Practice Exams Access, and SMART Study Aids)	81CP	\$408
	<b>Bonus Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	81CPB	478
	<b>Basic Print Package</b> (includes all 3 segments and the Policy Handbook for AAI 81)	81RP	326
	SMART Study Aids (includes all 3 segments of Review Notes and Flash Cards for AAI 81)—Optional	81SP	82
	Segment A Studybook*—Principles of Insurance, 4th ed.	8101	120
	Segment A SMART Study Aids (Review Notes and Flash Cards), 1st ed.—Optional	81AS	31
	Segment B Studybook*—Personal Insurance, 4th ed.	8102	120
	Segment B SMART Study Aids (Review Notes and Flash Cards), 1st ed.—Optional	81BS	31
	Segment C Studybook*—Commercial Property Insurance, 5th ed.	8103	120
	Segment C SMART Study Aids (Review Notes and Flash Cards), 5th ed.—Optional	81CS	31
	The Institutes' Handbook of Insurance Policies, 12th ed.	9	47
	Business Income Insurance: An Introduction (DVD)—Optional	SAVB01	40
AAI 82	<b>Standard Package</b> (includes Studybooks, Policy Handbook, Practice Exams Access, and SMART Study Aids)	82CP	\$408
	<b>Bonus Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	82CPB	478
	<b>Basic Print Package</b> (includes all 3 segments and the Policy Handbook for AAI 82)	82RP	326
	SMART Study Aids (includes all 3 segments of Review Notes and Flash Cards for AAI 82)—Optional	82SP	82
	Segment A Studybook*—Commercial Liability Insurance, 5th ed.	8201	120
	Segment A SMART Study Aids (Review Notes and Flash Cards), 5th ed.—Optional	82AS	31
	Segment B Studybook*—Other Commercial Insurance, 5th ed.	8202	120
	Segment B SMART Study Aids (Review Notes and Flash Cards), 5th ed.—Optional	82BS	31
	Segment C Studybook*—Specialized Insurance and Bonds, 4th ed.	8203	120
	Segment C SMART Study Aids (Review Notes and Flash Cards), 1st ed.—Optional	82CS	31
	The Institutes' Handbook of Insurance Policies, 12th ed.	9	47
AAI 83	<b>Standard Package</b> (includes Studybooks, Practice Exams Access, and SMART Study Aids)	83CP	\$363
	<b>Bonus Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	83CPB	433
	<b>Basic Print Package</b> (includes all 3 segments for AAI 83)	83RP	281
	SMART Study Aids (includes all 3 segments of Review Notes and Flash Cards for AAI 83)—Optional	83SP	82
	Segment A Studybook*—Principles of Agency Management, 4th ed.	8301	120
	Segment A SMART Study Aids (Review Notes and Flash Cards), 1st ed.—Optional	83AS	31
	Segment B Studybook*—The Insurance Production Environment, 4th ed.	8302	120
	Segment B SMART Study Aids (Review Notes and Flash Cards), 1st ed.—Optional	83BS	31
	Segment C Studybook*—Agency Management Tools and Processes, 4th ed.	8303	120
	Segment C SMART Study Aids (Review Notes and Flash Cards), 4th ed.—Optional	83CS	31

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STUDY MATERIALS		ITEM #	UNIT COST
AAI 87	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	87CP	\$275
	<b>Bonus Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	87CPB	345
	<b>Basic Print Package</b> (includes Text, Course Guide, and Practice Exams Access)	87RP	193
	Course Guide—Agency Leadership & Strategic Alignment, 1st ed.	8701	60
	Text—Agency Leadership & Strategic Alignment, 1st ed.	8702	133
	SMART Study Aids, 1st ed.	87S	82
APA 91	<b>Basic Print Package</b> (includes Text and Course Guide)	91RP	\$264
	Course Guide—Principles of Premium Auditing, 4th ed.	9101	81
	Text—Principles of Premium Auditing, 4th ed.	9102	183
APA 92	<b>Basic Print Package</b> (includes Text and Course Guide)	92RP	\$264
	Course Guide—Premium Auditing Applications, 7th ed.	9201	81
	Text—Premium Auditing Applications, 5th ed.	9202	183
AIAF 114	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	114CP	\$312
	<b>Bonus Learning Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	114CPB	382
	<b>Basic Print Package</b> (includes Text, Course Guide, and Practice Exams Access)	114RP	230
	Course Guide—Insurer Accounting Management, 1st ed.	11401	81
	Text—Insurer Accounting Management, 1st ed.	11402	149
	SMART Study Aids, 1st ed.	114S	82
AIAF 115	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	115CP	\$312
	<b>Bonus Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	115CPB	382
	<b>Basic Print Package</b> (includes Text, Course Guide, and Practice Exams Access)	115RP	230
	Course Guide—Insurer Risk & Capital Management, 1st ed.	11501	81
	Text—Insurer Risk & Capital Management, 1st ed.	11502	149
	SMART Study Aids, 1st ed.	115S	82
AMIM 121	<b>Basic Print Package</b> (includes Text and Course Guide)	121RP	\$296
	Course Guide—Ocean Marine Insurance, 9th ed.	12101	76
	Text—Ocean Marine Insurance, 3rd ed.	12102	110
	Text—The Business of Shipping, 9th ed., Cornell Maritime Press, a division of Schiffer Publishing, Ltd.	12103	110
AMIM 122	<b>Basic Print Package</b> (includes Text and Course Guide)	122RP	\$282
	Course Guide—Inland Marine Insurance, 4th ed.	12201	76
	Text—Inland Marine Insurance, 2nd ed.	12202	206
AIT 134	<b>Basic Print Package</b> (includes Text and Course Guide)	134RP	\$333
	Course Guide—The Strategic Management of Information, 6th ed.	13401	60
	Text—Corporate Information Strategy and Management, 3rd ed. (Institutes), 8th ed. (McGraw-Hill)	13402	273
ARe 143	<b>Standard Package</b> (includes Text, Policy Handbook, Course Guide, Practice Exams Access, and SMART Study Aids)	143CP	\$339
	<b>Bonus Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	143CPB	409
	<b>Basic Print Package</b> (includes Text Policy Handbook, Course Guide, and Practice Exams Access)	143RP	257
	Course Guide—Primary Insurance Coverages, 3rd ed.	14301	66
	Text—Primary Insurance Coverages, 3rd ed.	14302	144
	The Institutes' Handbook of Insurance Policies, 12th ed.	9	47
	SMART Study Aids, 3rd ed. (Review Notes and Flash Cards)—Optional	143S	82

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STUDY MATERIALS		ITEM #	UNIT COST
ARe 144	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	144CP	\$292
	<b>Bonus Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	144CPB	362
	<b>Basic Print Package</b> (includes Text, Course Guide, and Practice Exams Access)	144RP	210
	Course Guide – Reinsurance Principles and Practices, 3rd ed.	14401	66
	Text—Reinsurance Principles and Practices, 3rd ed.	14402	144
	SMART Study Aids, 3rd ed.	144S	82
ARe 145	Readings in Reinsurance Issues and Developments <i>There is no text or course guide for ARe 145. Students read articles online through The Institutes' website and pay a \$379 course administration fee.</i>	Contact Customer Success for details and enrollment.	
AFSB 151	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	151CP	\$341
	<b>Bonus Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	151CPB	411
	<b>Basic Print Package</b> (includes Text, Course Guide, and Practice Exams Access)	151RP	259
	Course Guide and Practice Exams Access—Principles of Suretyship, 3rd ed.	15101	76
	Text—Principles of Suretyship, 3rd ed.	15102	183
	SMART Study Aids, 3rd ed.	151S	82
AFSB 152	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	152CP	\$341
	<b>Bonus Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	152CPB	411
	<b>Basic Print Package</b> (includes Text, Course Guide, and Practice Exams Access)	152RP	259
	Course Guide and Practice Exams Access—Contract Surety, 3rd ed.	15201	76
	Text—Contract Surety, 3rd ed.	15202	183
	SMART Study Aids, 3rd ed.	152S	82
AFSB 153	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	153CP	\$341
	<b>Bonus Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	153CPB	411
	<b>Basic Print Package</b> (includes Text, Course Guide, and Practice Exams Access)	153RP	259
	Course Guide and Practice Exams Access—Commercial Surety, Crime Insurance, and Financial Institution Bonds, 1st ed.	15301	76
	Text—Commercial Surety, Crime Insurance, and Financial Institution Bonds, 1st ed.	15302	183
	SMART Study Aids, 1st ed.	153S	82
ASLI 163	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	163CP	\$268
	<b>Bonus Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	163CPB	338
	<b>Basic Print Package</b> (includes Text, Course Guide, and Practice Exams Access)	163RP	186
	Course Guide and Practice Exams Access—Surplus Lines Insurance Operations, 2nd ed.	16301	76
	Text—Surplus Lines Insurance Operations, 2nd ed.	16302	110
	SMART Study Aids, 2nd ed. (Review Notes and Flash Cards)—Optional	163S	82
ASLI 164	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	164CP	\$268
	<b>Bonus Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	164CPB	338
	<b>Basic Print Package</b> (includes Text, Course Guide, and Practice Exams Access)	164RP	186
	Course Guide and Practice Exams Access—Surplus Lines Insurance Products, 4th ed.	16401	76
	Text—Surplus Lines Insurance Products, 4th ed.	16402	110
	SMART Study Aids, 4th ed. (Review Notes and Flash Cards)—Optional	164S	82
AIDA 181	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	181CP	\$308
	<b>Bonus Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	181CPB	378
	<b>Basic Print Package</b> (includes Text, Course Guide, and Practice Exams Access)	181RP	226
	Course Guide—Big Data Analytics for Risk and Insurance, 2nd ed.	18101	60
	Text—Big Data Analytics for Risk and Insurance, 2nd ed.	18102	166
	SMART Study Aids, 2nd ed. (Review Notes and Flash Cards)—Optional	181S	82

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STUDY MATERIALS		ITEM #	UNIT COST
AIDA 182	<b>Standard Package</b> (includes Text, Course Guide, Practice Exams Access, and SMART Study Aids)	182CP	\$308
	<b>Bonus Package</b> —add online course access for \$70 (includes Comprehensive Package and Online Course Access)	182CPB	378
	<b>Basic Print Package</b> (includes Text, Course Guide, and Practice Exams Access)	182RP	226
	Course Guide—Risk & Insurance Analysis Techniques, 1st ed.	18201	60
	Text—Risk & Insurance Analysis Techniques, 1st ed.	18202	166
	SMART Study Aids, 1st ed. (Review Notes and Flash Cards)—Optional	182S	82
IR 201	<b>Basic Print Package</b> (includes Text and Course Guide)	201RP	\$259
	Course Guide—Insurance Regulation, 5th ed.	20101	76
	Text—Insurance Regulation, 1st ed.	20102	183
RMI 315	Introduction to Risk Management and Insurance—1st ed. (Textbook with Exam Access)	RMI 315-02	\$175
PTC I	<b>Core Property Adjusting Principles</b> (12 online courses plus exams in one package)	PTC1-PKG	\$425
PTC II	<b>Exterior Loss Adjusting</b> (12 online courses plus exams in one package)	PTC2-PKG	\$450
PTC III	<b>Interior Loss Adjusting</b> (12 online courses plus exams in one package)	PTC3-PKG	\$400
PTC I & II	<b>Bonus Package</b> (PTC I and II courses plus exams in one package)	PTC1-2-PKGS	\$825
PTC I & III	<b>Bonus Package</b> (PTC I and III courses plus exams in one package)	PTC1-3-PKGS	\$775
ACSR 1	Studybook*—Homeowners Insurance, 2nd ed.	37101	\$42
ACSR 2	Studybook*—Personal Automobile Insurance, 2nd ed.	37201	42
ACSR 3	Studybook*—Personal Lines Related Coverages, 2nd ed.	37301	42
ACSR 4	Studybook*—Agency Errors and Omissions, 1st ed.	37401	42
ACSR 5	Studybook*—Professional Development and Account Management, 1st ed.	37501	42
ACSR 6	Studybook*—Commercial Property Insurance, 3rd ed.	38601	52
ACSR 7	Studybook*—Commercial Liability Insurance, 3rd ed.	38701	52
ACSR 8	Studybook*—Commercial Automobile Insurance, 3rd ed.	38801	52
ACSR 9	Studybook*—Commercial Lines Related Coverages, 3rd ed.	38901	52
ACSR 10	Studybook*—Life Insurance, 1st ed.	39001	42
ACSR 11	Studybook*—Retirement Planning, 1st ed.	39101	42
ACSR 12	Studybook*—Disability and Health Insurance, 1st ed.	39201	42
WCCA 10	<b>Basic Print and Online</b> —Foundations of California Workers' Compensation Claims, 2nd ed.	WCCA10-RP	\$170
WCCA 11	<b>Basic Print and Online</b> —Establishing Injury and Affirmative Defenses in California Workers' Compensation Claims, 2nd ed.	WCCA11-RP	170
WCCA 12	<b>Basic Print and Online</b> —Medical Benefits in California Workers' Compensation Claims, 2nd ed.	WCCA12-RP	170
WCCA 14	<b>Basic Print and Online</b> —Disability and Death Benefits in California Workers' Compensation Claims, 2nd ed.	WCCA14-RP	170
WCCA 15	<b>Basic Print and Online</b> —Discovery and Litigation in California Workers' Compensation Claims, 2nd ed.	WCCA15-RP	170
WCCP 16	<b>Basic Print and Online</b> —Permanent Disability Rating in CA Workers Compensation Claims, 1st ed.	WCCP16-RP	170
WCCP 17	<b>Basic Print and Online</b> —Statutes of Limitations, Jurisdiction, and Civil Remedies in CA Workers' Comp Claims, 1st ed.	WCCP17-RP	170
WCCP 18	<b>Basic Print and Online</b> —Advanced Issues in Discovery and Litigation in CA Workers' Compensation Claims, 1st ed.	WCCP18-RP	170
WCCP 20	<b>Basic Print and Online</b> —Advanced Topics in CA Workers' Compensation Claims, 1st ed.	WCCP20-RP	170
INSTITUTES ONLINE COURSES—\$22 per Professional Development Hour (PDH). New online learning courses are coming soon! Log on to TheInstitutes.org for details.			

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