



# SBS FOR INDUSTRY • TRAINING GUIDE

## ➔ HOW DO I: SIGN UP FOR SBS FOR ORGANIZATIONS?

SBS for Organizations, formerly known as Online Licensee Service (OLS) and SBS Connect, is a service available for license administrators, company representatives and education providers offering a variety of convenient tools from a single login for all SBS jurisdictions currently on the new version of SBS.

### 1 Select jurisdiction

Go to [www.statebasedsystems.com](http://www.statebasedsystems.com). Select any jurisdiction from the 'Select your jurisdiction' dropdown.

### 2 Select 'Signup for SBS for Organizations'

Follow the prompts to create your account.

The screenshot shows the SBS website header with the NAIC logo and navigation links: Home, Software Services, About Us, News, Contact Us, Help. The main banner features the SBS logo and the text: "Hassle-free tools that make insurance compliance easy and reliable". Below the banner is the "LICENSING QUICK CENTER" with icons for SBS (Lookup, Print License, Print Education Transcript, Report Generator) and NIPR (Apply for License, Renew License, Attachment Warehouse, Update Contact Information). To the right is the "STATE SERVICES" section with a dropdown menu and the text: "Select a jurisdiction to see a full list of its available services." A blue dropdown menu is open, showing "Select your jurisdiction:" with a dropdown arrow, followed by a list of options: Find my NPN, Print License, Print Education Transcript, Update Email Address, Lookup, Generate a Report, View All Tools, Login to SBS for Organizations, Signup for SBS for Organizations (highlighted with a green arrow), How do I?, and NIPR.com.

➔ NEED HELP? CONTACT THE SBS HELP DESK • [SBSHELP@NAIC.ORG](mailto:SBSHELP@NAIC.ORG) • 816-783-8990



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