

**The state of New York requires a state approved monitor present during all online exams. The state approved monitor must be present before you begin the exam. Use the New York Department of Insurance website to find a state approved monitor in your area.**

**New York Department of Insurance Approved Monitor Search**

<https://myportal.dfs.ny.gov/web/guest-applications/monitor-search>

# NEW YORK MONITOR AFFIDAVIT

It is your responsibility to print, complete, sign and fax this required monitor affidavit to **Quest Continuing Education Solutions** at 414-375-3449. FAILURE TO SUBMIT THE AFFIDAVIT WITHIN TWO BUSINESS DAYS OF EXAM COMPLETION MAY RESULT IN LOSS OF COURSE CREDIT.

## Student Exam Certification / Declaration of Compliance

To be completed and signed by student.

Print Name of Student: \_\_\_\_\_ Phone: \_\_\_\_\_

State of Licensure: \_\_\_\_\_ License Number: \_\_\_\_\_ Expiration: \_\_\_\_\_ Last 4 of SSN: \_\_\_\_\_

**I affirm that I personally completed this examination without assistance from any outside source. I understand it is my responsibility to file and/or maintain my certificate of completion as required by the state insurance department.**

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Date** \* must match date of exam completion

## Affidavit of Exam Monitor

To be completed and signed by exam monitor.

Course Title: \_\_\_\_\_

Date of Exam Completion: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Location of Exam Completion: \_\_\_\_\_

Print Monitor Name: \_\_\_\_\_

Monitor Company Name: \_\_\_\_\_ Monitor Title: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Monitor Business Address: \_\_\_\_\_

Indiciate type of identification presented: \_\_\_\_\_

### Indicate Type of Monitor

State Approved

**\*\* NEW YORK MONITORS \*\*** Monitor Approval Number Required: \_\_\_\_\_

Please fax your current NY Monitor Approval Document with this affidavit to Quest Continuing Education Solutions.

**I hereby certify that I personally observed the above named student during the completion of this online examination and also observed that the student received no outside assistance in completing the examination.**

\_\_\_\_\_  
**Monitor Signature**

\_\_\_\_\_  
**Date** \* must match date of exam completion