

Philosophy of Education Committee:

It will be the view of all members of this Committee that the Insurance Institute of Saskatchewan has and will continue to act, to the best of its ability in carrying out the Educational process. It will be viewed that the Insurance Institute of Saskatchewan will continue to search for the best possible instructors at its disposal. It should be noted that the instructors are professionals at insurance and although the Insurance Institute of Saskatchewan works at upgrading the ability of each instructor, it is not responsible for their actions.

It will be viewed by both the Insurance Institute of Saskatchewan and the Insurance Council Education Committee. The student and the Institute will be acting as reasonable people striving to upgrade the insurance profession, but each will at times stray from this goal. Encouragement and direction to all participants at various times will aid in the continuation of this goal.

It will be expected that both the Education Committee and the student respect the educational process and act in STRICTEST CONFIDENCE.

STUDENT INSTRUCTIONS:

1. Complete the first page in as much detail as possible.
2. Submit two (2) completed copies to:
Insurance Institute of Saskatchewan
310 - 2631 28th Avenue
Regina, SK S4S 6X3

Attention: Shannon Karok, Manager

COMMITTEE AND GENERAL PROCEDURES:

1. The concern will be reviewed by the Committee, and a written reply will be mailed to the student within two (2) weeks.
2. A Committee member may call the student for clarification and/or more information.
3. If deemed valid by the Committee, it will be addressed further. A statement to this effect will be mailed to the student. If the concern is not deemed valid, an explanation will be mailed to the student.

VALID CONCERN:

1. At the request of the Committee, an interview with the student may be necessary as soon as possible. However, this will be at the convenience of both the Committee and the student.
2. If deemed necessary, (with the permission from the student) the Committee will interview the instructor to discuss the situation. No names will be given out at this time.
3. If deemed necessary, the instructor will be told the name of the concerned student to help identify the specific concern. The instructor may be asked to respond in writing to the specific concern.
4. The Committee will meet and take remedial action if deemed necessary, and their conclusions will be mailed to the student and instructor.