

CONGRATULATIONS ON YOUR HIGHLY QUALIFIED CANDIDATE!!

Click the link below to access our NAAP APP!

<https://orca.life/agents/new-agent-application-process/>

1. *Initial Screening

a. **First NAAP APP entry** for Assessment & Licensing

- i. Direct Upline Name
- ii. Trainer Name
- iii. New Agent Personal Email & First/Last Name

2. Schedule INTERVIEW with:

Executive Team Member. (See directory for contacts)

*New Agent Enrolls in Exam FX

3. *Last NAAP APP entry (you need to know the following)

- a. Legal Name & Nickname (Mandatory)
- b. Physical Address (Mandatory)
- c. Personal Email (Mandatory)
- d. Phone Number (Mandatory)
- e. Training week 1 & 2 and Apprentice Date.
- f. ***ENSURE TO HAVE VOIDED CHECK & PROFESSIONAL PHOTO***

Office Team

After Passing State Exam!!!! & FULL NAAP Received

4. New Agent will receive Welcome Email (*To complete the following)

- a. Download Outlook and set up **ORCA Email** to device in settings.
- b. Download **ORCA Life Mobile App**
- c. Download **MindTickle!**
 - i. **Register SuranceBay profile**
 1. Upload Voided Check to EFT Tab (Mandatory)
 2. Send professional photo in STEP 6 (Click attachment)
 3. Request Appointments