

# UniCare

## Agent Certification Instructions

Certification to sell UniCare's private fee for service products is only a few clicks away. Confirmed certification is required prior to selling and to receive commission for UniCare's products.

Simply follow the web instructions below to enter UniCare's web portal:

1. Go to [www.UniCare.com](http://www.UniCare.com)
2. **Select the Agents/Brokers Button** in green on the left side.
3. Scroll down to see the Learn More section on the left side.
4. Select the link for **Private Fee For Service and Medical Savings Account – Training and Certification**. (Medicare Part D – Training and Certification is separate.)
5. First time access to the UniCare Training Portal – Select “Don't have an account?”
6. You will need to complete the information required for a new account.
7. You will then be taken to UniCare's Interactive Learning Center and the Medicare Advantage Certification Course.
8. Select **Launch Course** – this will allow you to go through UniCare's training material.
9. Once you have completed UniCare's training material then select **Launch Exam**.
10. You must score at least 90% on this exam to be certified to sell UniCare's Medicare Advantage.
11. **Print and fax the Certificate of Completion to: 304-342-4978**