NYLIFE Securities Licensing Roadmap

SIE (4–6 weeks*)

If you have an agent/candidate that is interested in becoming a registered representative with NYLIFE Securities, listed below are the necessary steps:

1. Get Permission from MP

- Agent/candidate must receive permission from MP before starting SIE process

2. Contact Field Service Professional

- Reach out to GO Field Service Professional to fill out SIE Reg Form

3. Access SIE Information/Materials

- Look out for email from offsite_training@newyorklife.com with voucher code and instructions on how to open SIE window and schedule exam
- Look out for email from customerservice@stcusa.com with instructions on how to access STC materials

4. Receive Class Invitations

- Look out for invitations from offsite_training@newyorklife.com with instructions on how to join SIE kick-off classes (Fri/2pm ET)
- Look out for outlook invite from offsite_training@newyorklife.com for details on how to join 5-week live instructor end of week review (meets 1X/ week on Fridays from 12-2pm) and Q&A session (Tuesdays at 4:15pm ET)

5. Open FINRA Window**

- Use provided voucher code to pay & open SIE Window
- For issues with enrolling for SIE, please call FINRA Support Team at: 240-386-4040

6. Schedule SIE Exam

- Use provided instructions to schedule exam at Prometric
- For technical issues with scheduling appointments, please contact Prometric at: 800-578-6273
- You will receive an outlook invite from offsite_training@ newyorklife.com 2 weeks prior to your exam called SIE Readiness Assessment Session

7. Prepare and Take SIE Exam

Passing SIE exam is a requirement prior to taking S6 exam

Have an agent that wasn't successful?

- Agent repeats process but pays $80 for SIE exam (ledger deduct)
- SIE Retakers Session Click here

Series 6 (3–4 weeks*)

While Agent goes through U4/S6 process, make sure they don't stop studying. 45% overlap between SIE and S6 exam.

1. Receive Congratulations Email

- Email comes from offsite_training@newyorklife.com to inform of pending U4 filing – if applicable (MP/Partner and FSP are cc'd)
- Once pending items are closed, follow-up email informs of next steps in U4 process
- Look out for email sent to personal email from NewYorkLifeOnline@email.newyorklife.com

2. Go into Selection Portal Click here

- Complete requirements and press complete and save to submit the task

3. FINRA Window Opens**

- Once U4 is filed and FINRA approved, an email will be sent from agent_registration@newyorklife.com with instructions from FINRA on how to schedule S6 exam

4. Schedule S6 Exam

- Use provided instructions to schedule exam at Prometric

5. Attend or listen to S6 kick-off call Click here

6. Access S6 materials & sign-up for S6 Review session

- Agent has automatically been enrolled in S6 materials: Click on link below to log into STC Dashboard https://www.stcusa.com/

7. Prepare and Take S6 Exam

In order for Agent to move to S63, they need to pass S6 or S7 exam

Have an agent that wasn't successful?

- Agent repeats process but pays $75 for S6 exam (ledger deduct)
- S6 Retakers Session Click here

Series 63 (2–3 weeks*)

Inform your agents that although S63 is a shorter exam with different content, they will still need to follow same study process and should quickly pivot to S63 studies after they pass S6.

1. Receive Congratulations Email

- Email comes from offsite_training@newyorklife.com (MP/Partner and FSP are cc'd)

2. Respond to email to confirm opening S63 window

3. FINRA Window Opens**

- Once window is opened, you will receive an email from FINRA

4. Schedule S63 Exam

- Use provided instructions to schedule exam at Prometric

5. Attend or listen to S63 kick-off call Click here

6. Access S63 materials & sign-up for S63 Review Session

- Agent has automatically been enrolled in S63 materials: Click on link below to log into STC Dashboard **https://www.stcusa.com/**

7. Prepare and Take S63 Exam

Have an agent that wasn't successful?

- Agent repeats process but pays $147 for S63 exam (ledger deduct)
- S63 Retakers Session Click here

Additional Resources:

NYL Questions?: offsite_training@newyorklife.com
STC Customer Service: 1-800-STC-1223 (8am-7pm ET)
Instructor Hotline: 800-782-3926 (M-F 9am-5pm ET)
Securities Instructor Support Email: instructors@stcusa.com
Order STC Securities Materials (all exams except SIE exam)
STC Live Class Schedule
STC Resource Center
STC On-demand reports

*Recommended study time re: 15 hours of studying per week | **After window opens, agent has 120 days to take each exam
FINRA Retakers Rule: 30 days wait to retest After three attempts, wait 180 days | NYL only pays for the 1st attempt of each exam