



**Office of the Lieutenant Governor
Division of Banking, Insurance and
Financial Regulation**

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BULLETIN 2025-04

TO: United States Virgin Islands Insurance Producers, Adjusters, and Interest Parties in the Territory

FROM: Tregenza A. Roach, Esq. Lieutenant Governor and Commissioner of Insurance

RE: Administration of Individual Insurance Producers, Adjusters, and Interested Parties in the Territory Examination Policy

The Commissioner of Insurance, the Honorable Tregenza A. Roach, Esq. hereby formally advises the public and all insurance examination candidates that insurance examination results are considered final. Once an insurance examination has been completed, the insurance examination will not be subject to review, re-evaluation, or redistribution under any circumstances.

This policy is in place to safeguard the fairness, integrity, and consistency of the Division of Banking, Insurance and Financial Regulation (Division's) licensing examination process, ensuring that all candidates are evaluated under the same standards. Strict compliance with this policy is vital to maintaining public confidence in both the licensing framework and the regulatory process.

A candidate who fails to appear for the examination as scheduled or fails to pass the examination may reapply for an examination and remit all required fees and forms before being rescheduled for another examination. Also note, there is a limit of three (3) examination attempts for the same examination type during a twelve (12) month period.

Persons successfully passing the exam have one (1) year from the date that the score was earned to obtain a license. If you fail to complete the licensing process within the one (1) year timeframe, you will be required to retake and pass the examination.

The Division strongly encourages candidates to adequately prepare prior to sitting for the examination. Approved study guides, practice resources, and relevant statutory materials are available for purchase through the Division's office to assist candidates in achieving success.

The Division appreciates in advance your cooperation and remains committed to upholding the highest standards of professionalism, fairness, and accountability within the insurance and financial services industries.

For additional information regarding study materials, upcoming examination schedules, or registration procedures, please contact the Division of Banking, Insurance, and Financial Regulation at 340-774-2991 on St. Thomas or 340-773-6449 on St. Croix.

Dated this 3rd day of October 2025 on St. Thomas United States Virgin Islands.



A handwritten signature in blue ink, reading "Tregenza A. Roach".

Tregenza A. Roach, Esq.
Lieutenant Governor and
Commissioner of Insurance